

WALLENPAUPACK AREA SCHOOL DISTRICT
Administration Office
2552 Route 6
Hawley, Pennsylvania 18428

The regularly scheduled meeting of the Wallenpaupack Area School District Board of Education was held in the High School Library, **Monday, October 13, 2014**. President Jack Spall called the meeting to order at 6:30 PM. A moment of silence was held, followed by a salute to the flag and roll call. Present at roll call were Gary Beilman, John Drake, John Kiesendahl, Paul Otway, Michael Romeo, Robert Schwartz, Lisa Smith, Jack Spall and Michael Spencer. Also present were Mr. Silsby, Dr. Kloss, Dr. Hudak, Dr. Starnes, Mr. Kane, Mrs. Tait, Mr. Gunuskey, Mr. Theobald, Mr. Williams, Mrs. Devendorf, Mr. Cavallaro, Mr. Kirsten, Mrs. Cykosky, Dr. Szader, Dr. Fedor, Mrs. Horan, Mrs. Hildebrand, Mr. Waldron, visitors and members of the press.

Roll Call

Three High School Seniors, Chase Gallik, Corine Peifer and Sarah Ricupero were recognized for their outstanding performance as students.

Student Recognition

Visitors were recognized and no questions were asked.

Recognition of Visitors

A motion was made by Robert Schwartz and seconded by Lisa Smith that the Board approve the minutes of the regular Board meeting held on September 8, 2014 as sent to members. All 9 members present voted YES. Motion carried unanimously.

Approval of Minutes

A motion was made by Gary Beilman and seconded by John Drake that the Board approve the cafeteria report as presented. All 9 members present voted YES. Motion carried unanimously.

Cafeteria Report

A motion was made by John Kiesendahl and seconded by Robert Schwartz that the Board approve the treasurer's report as presented. All 9 members present voted YES. Motion carried unanimously.

Treasurer's Report

A motion was made by Gary Beilman and seconded by Lisa Smith that the Board accept the capital reserve fund financial report, as presented. All 9 members present voted YES. Motion carried unanimously.

Capital Reserve Fund Financial Report

A motion was made by Robert Schwartz and seconded by Lisa Smith that the Board accept the 2012 construction fund financial report, as presented. All 9 members present voted YES. Motion carried unanimously.

2012 Construction Fund Financial Report

A motion was made by John Drake and seconded by John Kiesendahl that the Board approve bills in the amount of \$7,043,266.37 (General Account – including investments check numbers 89277 – 89287, check numbers 101201 - 101204, check numbers 97288 - 97633, including wire transfers) and \$95,450.14 (Capital Reserve Fund check number 530 - 533). All 9 members present voted YES. Motion carried unanimously.

Approval of Bills

A motion was made by Gary Beilman and seconded by Robert Schwartz that the Board approve the Student Activities Account reports, High School, Middle School and North Intermediate School as presented. All 9 members present voted YES. Motion carried unanimously.

Student Activities

A motion was made by Lisa Smith and seconded by Robert Schwartz that the Board accept the realty transfer report as presented. All 9 members present voted YES. Motion carried unanimously.

Realty Transfer Report

A motion was made by John Kiesendahl and seconded by John Drake that the Board accept the enrollment report as presented. All 9 members present voted YES. Motion carried unanimously.

Enrollment Report

A motion was made by Robert Schwartz and seconded by Lisa Smith that the Board approve the first review of the following policies:

- 1. Policy #109 Resource Materials
- 2. Policy #110 Instructional Supplies
- 3. Policy #112 Guidance Counseling
- 4. Policy #116 Tutorial Instruction
- 5. Policy #118.1 On-Line Courses
- 6. Policy #119 Current Events
- 7. Policy #120 Human Development Program
- 8. Policy #121 Field Trips
- 9. Policy #217 Graduation
- 10. Policy #815 Acceptable Use Policy (AUP)

Policy Review – First Review

All 9 members present voted YES. Motion carried unanimously.

A motion was made by Gary Beilman and seconded by Lisa Smith to rescind the use of Policy #118 – Independent Study. All 9 members present voted YES. Motion carried unanimously.

Policy – Rescind Use

A motion was made by Robert Schwartz and seconded by Michael Romeo that the Board approve the final review of the following policies:

Policy Review – Final Review

- 1. Policy #102 Academic Standards
- 2. Policy #105 Curriculum

3. Policy #105.1 Review of Instructional Materials by Parents/Guardians and Students
4. Policy #106 Guides For Planned Instruction
5. Policy #107 Adoption of Planned Instruction
6. Policy #108 Adoption of Textbooks
7. Policy #119 Current Events
8. Policy #124 Alternate Instruction Courses
9. Policy #140 Charter Schools
10. Policy #203.1 HIV Infection
11. Policy #216 Student Records
12. Policy #235 Student Rights and Responsibilities
13. Policy #235.1 Surveys
14. Policy #215 Promotion, Retentions, Acceleration
15. Policy #222 Tobacco Use/Possession
16. Policy #493.3 Days of Absence Without Pay (Professional Employees)
17. Policy #593.3 Days of Absence Without Pay (Classified Employees)

All 9 members present voted YES. Motion carried unanimously.

A motion was made by Gary Beilman and seconded by John Kiesendahl that the Board approve a HIPAA Business Associate Agreement between the Wallenpaupack Area School District and DeHey McAndrew, as per attached. All 9 members present voted YES. Motion carried unanimously.

**DeHey McAndrew
– HIPAA Business
Associate
Agreement**

A motion was made by John Drake and seconded by Lisa Smith that the Board approve the following agreements between the Wallenpaupack Area School District and the Human Resources Center, Inc., Honesdale, PA 18431:

1. Prevocational Service Agreement

Approve an agreement for the Human Resources Center, Inc. to provide a cooperative work study program for students who are physically and/or mentally handicapped for the 2014-2015 school year, as per attached

2. Service Agreement for Day Program

Approve an agreement for the Human Resources Center, Inc. to provide a cooperative Adult Day Services Program for students who are physically and/or mentally handicapped for the 2014-2015 school year, as per attached.

**Human Resources
Center –
Agreements**

3. Classroom/Community Experience Service Agreement

Approve an agreement for the Human Resources Center, Inc. to provide classroom/community experience for students who are physically and/or mentally handicapped for the 2014-2015 school year.

All 9 members present voted YES. Motion carried unanimously.

A motion was made by John Kiesendahl and seconded by Lisa Smith that the Board approve the following agreements between the Wallenpaupack Area School District and the Wayne County Drug and Alcohol Commission, Honesdale, PA 18431:

1. Preventative Services Agreement

Approve an agreement for the Wayne County Drug and Alcohol Commission to provide Prevention Services for the 2014-2015 school year.

2. Student Assistance Program Agreement

Approve an agreement for the Wayne County Drug and Alcohol Commission to provide a Student Assistance Program for the 2014-2015 school year.

All 9 members present voted YES. Motion carried unanimously.

A motion was made by Robert Schwartz and seconded by Gary Beilman that the Board approve agreements between the Wallenpaupack Area School District and the Wayne County Office of Behavioral and Developmental Programs and Early Intervention, Honesdale, PA 18431 regarding the Student Assistant Programs at the Wallenpaupack Area High school and the Wallenpaupack Area Middle School, as per attached. All 9 members present voted YES. Motion carried unanimously.

A motion was made by Gary Beilman and seconded by Michael Spencer that the Board approve the Wallenpaupack Area School District to enter into a "Memorandum of Understanding" with the Wayne County Sheriff's Office for the 2014-2015 school year. All 9 members present voted YES. Motion carried unanimously.

A motion was made by Lisa Smith and seconded by Michael Spencer that the Board approve the following student from the University of Scranton be placed in the Wallenpaupack North Primary School to complete his Field Experience:

**Wayne County
Drug and Alcohol
Commission –
Agreements**

**Wayne County
Office of
Behavioral and
Developmental
Programs and
Early Intervention
– Agreements**

**Memorandum of
Understanding –
Wayne County
Sheriff's Office**

Field Experience

<u>Student</u>	<u>Co-operating Teacher</u>	<u>Dates</u>
David Bright	Ed Martin	9/11/14 – 12/1814

All 9 members present voted YES. Motion carried unanimously.

A motion was made by Gary Beilman and seconded by Michael Romeo that the Board approve the attached list of volunteers in the Wallenpaupack Area School District for the 2014-2015 school year. All 9 members present voted YES. Motion carried unanimously.

Volunteers

A motion was made by John Kiesendahl and seconded by Robert Schwartz that the Board approve the following transportation items:

Transportation

1. New Drivers

Approve the following bus/van drivers, pending receipt of Act 34 and all required paperwork:

- | | | |
|----|------------------|------------|
| a. | Ahmed Elgayar | Bus Driver |
| b. | Jennifer Shramko | Bus Driver |

New Drivers

All 9 members present voted YES. Motion carried unanimously.

A motion was made by Gary Beilman and seconded by Michael Spencer that the Board approve the following personnel items:

Personnel

1. Days Without Pay Request

Approve the following days without pay request:

- | | |
|----|--|
| a. | Ms. Tina Augello
Wallenpaupack North Primary School Teacher Assistant
November 7, 2014 – ½ Day |
|----|--|

Days Without Pay Request

T. Augello

2. Substitute Appointments

Approve the following substitute appointments, at the approved category substitute rate, pending receipt of Act 34 and all required paperwork:

Substitute Appointments

a.	Ms. Jill Fontano Greentown, PA 18426	Elementary K-6 Secretary/Teacher Assistant	J. Fontano
b.	Ms. Katlyn French Honesdale, PA 18431	PK – 4	K. French
c.	Ms. Michelle Giblin Milford, PA 18337	Elementary K-6	M. Giblin
d.	Ms. Tina Krawcyk Newfoundland, PA 18445	Music K-12	T. Krawcyk
e.	Mr. Corey Lloyd Paupack, PA 18451	Health & Physical Education	C. Lloyd
f.	Ms. Lisa Ostrowski Greentown, PA 18426	Elementary K-6 Secretary/Teacher Assistant	L. Ostrowski
g.	Mr. William Pucci Honesdale, PA 18431	Social Studies 7-12	W. Pucci
h.	Ms. Janet Rice Lakeville, PA 18438	Elementary	J. Rice
i.	Ms. Megan Smith Matamoras, PA 18336	Citizenship 7-12 Social Studies 7-12	M. Smith
j.	Mr. Mark Van Acker Greeley, PA 18425	Social Studies 7-12	M. Van Acker
k.	Ms. Lori Zazycki Drums, PA 18222	Early Childhood N-3 Elementary K-6	L. Zazycki
l.	Ms. Teresa Benetos Paupack, PA 18451	Teacher Assistant Cafeteria/Custodian	T. Benetos
m.	Ms. Dee Brannigan Lords Valley, PA 18428	Cafeteria	D. Brannigan
n.	Ms. Tommasina Cavezza South Sterling, PA 18460	Secretary Teacher Assistant	T. Cavezza
o.	Ms. Nicole Church Lords Valley, PA 18428	Teacher Assistant Cafeteria	N. Church

<p>p. Ms. Linda Schmidt Greeley, PA 18425</p>	<p>Cafeteria</p>	<p>L. Schmidt</p>
<p>q. Ms. Pamela Crosby Canadensis, PA 18325</p>	<p>Secretary Teacher Assistant</p>	<p>P. Crosby</p>
<p>3. Mentor Appointment</p> <p>Approve the following mentor for the 2014-2015 school year:</p> <p>a. George Pittsman</p>		<p>Mentor Appointment</p>
<p>4. Long Term Substitute Appointments</p> <p>Approve the following long-term substitute appointments, pending receipt of Act 34 and all required paperwork:</p> <p>a. Ms. Melissa Smyth Lakeville, PA 18438 Long Term Substitute for Ms. Tami Ford, Wallenpaupack North Intermediate School Fifth Grade Teacher Effective – Second Semester of the 2014-2015 School Year Salary – Level 1 – Bachelor’s Degree</p> <p>b. Ms. Hollie Caccavale Canadensis, PA 18325 Long Term Substitute for Mr. Benjamin Katz, Wallenpaupack North Intermediate School Science Teacher Effective – Second Semester of the 2014-2015 School Year Salary – Level 1 – Bachelor’s Degree</p>		<p>Long Term Substitute Appointment</p> <p>M. Smyth</p> <p>H. Caccavale</p>
<p>5. Appointments</p> <p>Approve the following appointments, pending receipt of Act 34 and all required paperwork:</p> <p>a. Ms. Kimberly Neary Newfoundland, PA 18445 Wallenpaupack South Elementary School 10 Month Secretary Effective – November 3, 2014 Salary – Level 11 – Secretarial</p>		<p>Appointments</p> <p>K. Neary</p>

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|--|---------------------------------------|
| <ul style="list-style-type: none"> b. Ms. Joyce Young
Hawley, PA 18428
Wallenpaupack Area Middle School Custodian
Effective – October 14, 2014
Salary – Level 12 – Custodial | J. Young |
| <ul style="list-style-type: none"> 6. Compensated Professional Leave <ul style="list-style-type: none"> a. Approve a compensated professional development leave under Board Policy #438.1, Compensated Professional Leaves, for Ms. Tami Ford, Wallenpaupack North Intermediate School Fifth Grade Teacher, effective the second semester of the 2014-2015 school year. b. Approve a compensated professional development leave under Board Policy #438.1, Compensated Professional Leaves, for Mr. Benjamin Katz, Wallenpaupack North Intermediate School Science Teacher, effective the second semester of the 2014-2015 school year. | Compensated Professional Leave |
| <ul style="list-style-type: none"> a. Approve a compensated professional development leave under Board Policy #438.1, Compensated Professional Leaves, for Ms. Tami Ford, Wallenpaupack North Intermediate School Fifth Grade Teacher, effective the second semester of the 2014-2015 school year. | T. Ford |
| <ul style="list-style-type: none"> b. Approve a compensated professional development leave under Board Policy #438.1, Compensated Professional Leaves, for Mr. Benjamin Katz, Wallenpaupack North Intermediate School Science Teacher, effective the second semester of the 2014-2015 school year. | B. Katz |
| <ul style="list-style-type: none"> 7. Resignation <ul style="list-style-type: none"> a. Accept a letter of resignation from Mr. Marc Benetos, Wallenpaupack Area Middle School Custodian, effective September 23, 2014, with regret. b. Accept a letter of resignation from Ms. Dianne Luberto, Wallenpaupack South Elementary School 10 Month Secretary, effective October 31, 2014, for retirement, with regret. | Resignation |
| <ul style="list-style-type: none"> a. Accept a letter of resignation from Mr. Marc Benetos, Wallenpaupack Area Middle School Custodian, effective September 23, 2014, with regret. | M. Benetos |
| <ul style="list-style-type: none"> b. Accept a letter of resignation from Ms. Dianne Luberto, Wallenpaupack South Elementary School 10 Month Secretary, effective October 31, 2014, for retirement, with regret. | D. Luberto |
| <p>All 9 members present voted YES. Motion carried unanimously.</p> <p>Administrators' Reports were distributed to the Board and made available at the meeting. Mrs. Cykosky thanked Mr. Drake for participating in the Wallenpaupack North Intermediate School's Fire Prevention Day. She also noted that they had 350 Grandparents attend the festivities held on Grandparent's Day. Many grandparents expressed their gratitude for being invited.</p> <p>Mr. Spencer congratulated Mr. Kirsten and the Wallenpaupack South Elementary School for coming together to support the PSP Strong campaign.</p> <p>Mr. Silsby reported on the following:</p> <p>The District will be starting the Budget process for 2015-2016. The education</p> | |
| | Administrators' Reports |
| | Superintendent's Report |

index has been set at 1.9%. The District can apply for certain exceptions, which would enable the District to have an early budget adoption in February 2015 or it can follow the normal Budget process by reporting to the state that the District will stay within the index.

A motion was made by Robert Schwartz and seconded by Lisa Smith that the Board approve the attached resolution requesting that the borough adopt an ordinance allowing the school district to assume hiring and oversight of school crossing guards in the borough. All 9 members present voted YES. Motion carried unanimously.

**Resolution – School
Crossing Guard
Hawley Borough**

A motion was made by Robert Schwartz and seconded by Michael Romeo that the Board amend the 2014-2015 school calendar to extend school by one week. Commencement Exercises will be held on June 19, 2015. All 9 members present voted YES. Motion carried unanimously.

**Amend 2014-2015
School Calendar**

Future Meetings

1. Executive Session – November 10, 2014
High School Library – 4:30 PM
2. Committee Meeting – November 10, 2014
High School Library – 5:30 PM
3. Regular Board Meeting – November 10, 2014
High School Library – 6:00 PM

Future Meetings

A motion for adjournment was made at 6:55 PM by John Kiesendahl and seconded by Michael Spencer. All 9 members present voted YES. Motion carried unanimously.

Adjournment

Respectfully submitted:

Jennie Hildebrand
Board Secretary