

**WAYNESBORO AREA SCHOOL DISTRICT**  
**Waynesboro, PA 17268**

The Waynesboro Area Board of School Directors met on Tuesday, January 14, 2014 in the board room, 210 Clayton Avenue, Waynesboro, PA. The meeting was called to order at 7:00 p.m. by President Lind.

**PLEDGE OF ALLEGIANCE**

President Lind began the meeting with the pledge to the flag.

**ROLL CALL**

Present were: Lee Lemley/Ashley Newcomer/Sherry Cline/Firmadge Crutchfield/Rita Daywalt/Ed Wilson/Bonnie Bachtell/Billie Finn/Chris Lind.

Also present were: Dr. Sherian Diller, Superintendent, Dr. Wendy Royer, Assistant Superintendent; Thomas Dick, Business Administrator; Ruth Berger, recording secretary; Zachary Glenn, The Record Herald and Jennifer Fitch, The Herald Mail.

**APPROVAL OF AGENDA**

On a Bachtell/Crutchfield motion and unanimous voice vote, the Board of School Directors approved the agenda.

**APPROVAL OF MINUTES**

On a Daywalt/Newcomer motion and unanimous voice vote, the Board of School Directors approved the minutes of November 12, 2013 and December 3, 2013, with Mr. Wilson and Mr. Lind abstaining due to absence from the meetings.

**EXECUTIVE SESSION**

The Board of School Directors went into Executive Session for personnel and student discipline issues at 7:04 p.m. The meeting reconvened at 7:57 p.m.

**PUBLIC COMMENT**

None.

**SCHOOL DIRECTOR RECOGNITION**

January is School Director Recognition Month. The theme this year is "Thanking You for Being Everyday Heroes". The administration expressed appreciation to our board members for "*their time, effort and dedication to public education's advancement*". All board members were given Certificates of Recognition. An article from the Record Herald featuring Mr. Lemley was framed and presented to him, as well. Mr. Lemley has served as a board director for 22 years.

**BUSINESS**

**Discuss/Act on Student Waivers 2014-3-1 and 2014-1-3**

On a Daywalt/Bachtell motion and roll call listed, the Board of School Directors approved the waiver agreements of students 2014-3-1, 2014-3-2 and 2014-1-3.

YEA: Lemley/Newcomer/Cline/Crutchfield/Daywalt/Wilson/Bachtell/Finn/Lind

**Discuss/Act on Waynesboro Area Senior High School Course Selection Guide**

On a Cline/Finn motion and unanimous voice vote, the Board of School Directors approved the 2014-2015 Waynesboro Area Senior High School Course Selection Guide with the addition of Latin I to the available courses.

**Discuss/Act on Act 1 Resolution**

Act 1 of 2006 prescribes a January 30, 2014 deadline to make available for public inspection a 2014-15 Proposed Preliminary Budget. The Board may by resolution opt out of the Preliminary Budget deadline stating that the District will not raise the rate of any tax by more than the PDE calculated adjusted index of 2.7%.

On a Bachetell/Wilson motion and roll call listed, the Board of School Directors approved the Act 1 of 2006 Resolution as presented.

YEA: Lemley/Newcomer/Cline/Crutchfield/Daywalt/Wilson/Bachtell/Finn/Lind

**Discuss/Act on Transportation Contracts**

Transportation contracts have been prepared for each of the contractors who provide transportation services to the District for the 2013-14 school year. A cost breakdown is provided to show the daily rate to be paid to each contractor for each area of transportation. The transportation index to determine the daily rates for our public transportation contracts have been increased by 1.5%. The contractors are listed below:

McCleaf Bus Lines, Inc  
D&S Buses, Inc  
Baer Buses  
Cumberland Valley Christian School – Non Public  
Shalom Christian Academy – Non Public

On a Daywalt/Bachtell motion and roll call listed, the Board of School Directors approved the 2013-2014 transportation contracts as presented.

YEA: Lemley/Newcomer/Cline/Crutchfield/Daywalt/Wilson/Bachtell/Finn/Lind

**Discuss/Act on J. P. Harris Associates, LLC Delinquent Tax Collection Agreement**

J.P. Harris Associates, LLC was appointed last year for a one-year term to collect delinquent per capita and occupation taxes. This term expires in February 2013. A three-year agreement has been prepared for continued use of J.P. Harris Associates, LLC and is included in the agenda. There is no cost to the District for using this company as the cost of collection is passed on to the delinquent taxpayer. A breakdown of collections is provided.

An agreement for the collection of outstanding cafeteria accounts is also provided and is included in the agenda.

On a Wilson/Newcomer motion and roll call listed, the Board of School Directors approved the three-year agreement with J.P. Harris Associates, LLC for collection of delinquent per capita and occupation taxes, and the collection of outstanding cafeteria accounts as presented.

YEA: Lemley/Newcomer/Cline/Crutchfield/Daywalt/Wilson/Bachtell/Finn/Lind

**Discuss/Act on 2014-2015 LIU General Operating Budget**

Our share of the 2014-2015 LIU General Operating Budget is \$39,452.48. This is an increase of \$4,069.21 or 1.15% from the 2013-2014 school year. This total budget is within the 2.1% increase allowed under the Act 1 index.

On a Daywalt/Bachtell motion and roll call listed, the Board of School Directors approved the 2014-2015 LIU General Operating Budget.

YEA: Lemley/Newcomer/Cline/Crutchfield/Daywalt/Wilson/Bachtell/Finn/Lind

**Discuss/Act on 2<sup>nd</sup> Reading of PSBA Policies**

The following policies are presented for second reading approval. Language retained from the Waynesboro Area School District's current policies and supporting documents is printed in bold type, while language provided by PSBA is printed in regular type. The first reading of these policies was November 12, 2013. The only change was removal of the word "*employment*" in the first sentence of paragraph two in Policy 103.

- 100 – Strategic Plan
- 101 – Mission Statement
- 102 – Academic Standards
- 103 – Nondiscrimination in School and Classroom Practices
- 103.1 – Nondiscrimination/Qualified Students with Disabilities
- 104 – Nondiscrimination in Employment and Contract Practices
- 105 – Curriculum Development
- 105.1 – Curriculum Review by Parents/Guardians and Students
- 105.2 – Exemption from Instruction
- 106 – Guides for Planned Instruction
- 138 – English as a Second Language/Bilingual Program
- 217 – Graduation Requirements

On a Daywalt/Newcomer motion and roll call listed, the Board of School Directors approved the second reading of the policies listed above.

YEA: Lemley/Newcomer/Cline/Crutchfield/Daywalt/Wilson/Bachtell/Finn/Lind

**Discuss/Act on Personnel Items and Bus Driver Acceptance**

On a Daywalt/Cline motion and unanimous voice vote, the Board of School Directors approved the following:

**Resignations**

Dwaine E. Wishard, Food Service Supervisor, effective December 9, 2013.

Michael J. Norris, Cleaner, Mowrey Elementary School, effective November 18, 2013.

Sue A. Petrie, Teacher Assistant, Fairview Elementary School, effective December 6, 2013.

Felecia A. Harris, Cleaner, Mowrey Elementary School, effective December 10, 2013.

Eugene Stevenson, Cleaner, Waynesboro Area Senior High School, effective January 2, 2014.

Tyler D. Stuart, Assistant Football Coach, Waynesboro Area Middle School, effective November 19, 2013.

Kevin M. Geesaman, 7<sup>th</sup> Grade Boys Basketball Coach, Waynesboro Area Middle School, effective November 29, 2013.

**Retirements/Retirement Payments**

J. Ellen Scott, Grade 1, Summitview Elementary School. Retirement with 33.5 years of service, effective December 20, 2013. Retirement payment = \$7,135.90.

Lois S. Hershberger, Special Education/Emotional Support, Waynesboro Area Senior High School. Retirement with 22 years of service, effective June 9, 2014. Retirement payment = \$4,401.43.

**Requests for Leave**

Patricia K. Zeigler, Breakfast Cook, Waynesboro Area Middle School, Medical Leave, effective December 6, 2013 through February 7, 2014. Return to Work Date – February 10, 2014.

Lisa F. Seburn, Custodian, Waynesboro Area Senior High School, Medical Leave, effective November 2, 2013 through November 10, 2013. Return to Work Date – November 11, 2013.

Melody S. Peckman, Grade 3, Fairview Elementary School, Unpaid Leave, effective February 3, 2014 through February 6, 2014. Return to Work Date – February 7, 2014.

LeeAnn C. Rager, Guidance Counselor, Fairview Elementary School, Intermittent Family Medical Leave, beginning on November 22, 2013.

Amy R. DeLaney, Grade 1, Fairview Elementary School, Child Rearing Leave, effective January 22, 2014 through June 6, 2014. Return to Work Date – Beginning of the 2014/2015 school year.

Barbara A. Lowson, Cashier, Waynesboro Area Senior High School, Unpaid Leave, effective February 24, 2014 through March 3, 2014. Return to Work Date – March 4, 2014.

Shannon M. Ripple, Cook, Waynesboro Area Senior High School, Unpaid Leave, effective March 7, 2014 through March 17, 2014. Return to Work Date – March 18, 2014.

Cara J. Curry, Grade 5, Hooverville Elementary School, Child Bearing Leave, effective March 3, 2014 through May 23, 2014. Return to Work Date – May 27, 2014.

Nathan S. Wingert, Mathematics, Waynesboro Area Senior High School, Family Illness Leave, effective December 9, 2013 through January 3, 2014. Return to Work Date – January 6, 2014.

Christina M. Carbaugh, Kitchen Manager, Mowrey Elementary School, Medical Leave, effective November 7, 2013 through January 3, 2014. Return to Work Date – January 6, 2014.

Rachel M. Nowell, Special Education/Learning Support, Summitview Elementary School, Child Bearing/Rearing Leave, effective February 21, 2014 through June 6, 2014. Child Rearing Leave, effective at the beginning of the 2014/2015 school year through the end of the 1<sup>st</sup> semester, January 2015. Return to Work Date – Beginning of the 2<sup>nd</sup> Semester, January 2015.

Linda A. Shumway, Cook, Mowrey Elementary School, Medical Leave, effective January 29, 2014 for approximately 10-12 weeks. Return to Work Date – To be determined.

Heather M. Sprenkle, Kindergarten, Fairview Elementary School, Child Bearing Leave, effective April 28, 2014 through June 6, 2014. Return to Work Date – Beginning of the 2014/2015 school year.

Glenn C. Simmers, Custodian, Fairview Elementary School, Medical Leave, effective January 2, 2014 through approximately January 14, 2014. Return to Work Date – approximately January 15, 2014.

Joan M. Shadle, Dishwasher, Waynesboro Area Senior High School, Medical Leave, beginning December 4, 2013. Return to Work Date – To be determined.

James L. Shaffer, Custodian, Waynesboro Area Senior High School, Medical Leave, effective December 16, 2013 through approximately January 14, 2014. Return to Work Date – Approximately January 15, 2014.

#### Personnel Transfers

Brian M. Lorusso from Assistant Principal, Fairview Elementary School – Salary = \$60,900.00, to Grade 1, Summitview Elementary School – Salary = Masters, Step 4 - \$50,351.00, effective January 13, 2014.

Willa J. Kopecek from Teacher Assistant – Mathematics, Waynesboro Area Senior High School (3.25) and Waynesboro Area Middle School (3.25) – Salary/Days/Hours = \$11.17/184 days/6.5 hours, to Clerk, Waynesboro Area Senior High School (3.25) – Salary/Days/Hours = \$11.52/184 days/3.25 hours and Teacher Assistant – Mathematics, Waynesboro Area Middle School (3.25) – Salary/Days/Hours = \$11.17/184 days/3.25 hours, effective November 13, 2013.

Douglas E. Baer, Cleaner, Summitview Elementary School – Salary/Days/Hours = \$9.41/249 days/4.0 hours to Cleaner, Mowrey Elementary School – Salary/Days/Hours = \$9.41/249 days/4.0 hours, effective January 15, 2014.

Appointments – Professional Staff

Michael S. Smith, Technology Education, Waynesboro Area Senior High School – Salary = Bachelors, Step 1 - \$43,556.00, effective December 11, 2013. Reason: Replacing Christopher Bates who resigned.

Abby Dewees, Grade 1, Long-term Substitute, effective January 21, 2014 through June 6, 2014.  
Reason: Long-term Substitute for Amy Delaney who will be on a Child Rearing/Family Medical Leave.

Appointments – After School Tutoring Club – Waynesboro Area Middle School

Susan Breed – English Language Arts

Kathleen Taylor – Mathematics

Christopher Dennis – Mathematics

Kenneth Carlson – Social Studies

Appointments – After School Programs – Hooverville Elementary School

Anita Hershberger

Kristina Fignar

Susan Calimer

Appointments – Support Staff

Erica D. Noll, Cleaner Long-term Substitute, Mowrey Elementary School – Salary/Hours = \$9.23/4.0 hours, effective January 13, 2014 through January 31, 2014.

Steven M. Cole, Cleaner, Summitview Elementary School – Salary/Days/Hours = \$9.23/249 days/4.0 hours, effective January 15, 2014.

Appointment – Coaching Staff

Richard S. Davis, 7<sup>th</sup> Grade Boys Basketball Coach, Waynesboro Area Middle School – Salary = Step 1 - \$2,288.00, effective December 3, 2013.

Brennan R. Marion, Head Varsity Football Coach, Waynesboro Area Senior High School – Salary = Step 4 - \$6,594.00, effective January 20, 2014, pending receipt of Pennsylvania background clearances.

Appointment – Work Study Program

Morgan T. Carbaugh, Cleaner, Hooverville Elementary School – Salary = \$7.25 per hour, effective January 21, 2014.

Appointments – Professional Staff Substitutes

Katherine A. Hess, Elementary  
Katie L. Bumbaugh, Elementary  
Kristen E. Vicej, Secondary/Elementary  
Kelsey R. Helman, Elementary/Secondary  
Stephanie A. Hudlow, Elementary  
Lesley C. Kotlanger, Elementary/Secondary  
James P. Garlock, Secondary/Elementary

Appointments – Support Staff Substitutes

Mary C. John, Cafeteria  
Daniel W. Noll, Cleaner  
Lissbet V. Aguirre, Cafeteria/Cleaner  
Erica D. Noll, Cleaner/Teacher Assistant  
Kelly A. Shank, Cleaner

Elimination of Position

The Director of Safety and Alternative Programs position was eliminated in order to reallocate administrative personnel.

Reassignment

R. Brian Richter from Director of Safety and Alternative Programs, Waynesboro Area Senior High School, to Assistant Principal, Waynesboro Area Senior High School – no change in salary, effective January 15, 2014.

Van Driver/Aide

Michelle McFerren (McCleaf) and Melissa Senn (McCleaf) as van/bus drivers/aides employed by McCleaf Bus Lines. These persons will be transporting Waynesboro Area School District students.

**Discuss/Act on Overnight Trip Request**

The High School Gymnastics Team has submitted a request for approval of a trip to State College, to attend a gymnastics meet scheduled for January 18-19, 2014. The proposal and itinerary for the trip are attached.

On a Cline/Lemley motion and unanimous voice vote, the Board of School Directors approved the High School Gymnastics trip to State College for January 18-19, 2014.

**Discuss/Act on Financial Reports/Bills for Payment/Tax Exemptions**

On a Cline/Bachtell motion and roll call listed, the Board of School Directors approved the following:

- Budget Income & Expense Accounts Summary for all funds.
- Budgetary Transfers.

- Paid bills were presented for review and approval, as follows:
  - General Fund paid bills in the amount of \$4,101,911.79.
  - Debt Service, in the amount of \$3,372,075.34.
  - Capital Reserve, in the amount of \$33,012.00.
  - GOB Series of 2009, in the amount of \$3,314.81.
- Purchase order requisitions in the amount of \$304,616.09.
- Tax Exemptions as follows:
  - Per Capita Tax Exemptions – 2013/2014 in the amount of \$4,427.50.
  - Delinquent Per Capita Tax Exemptions – 2013/2014 in the amount of \$132.00.
  - Occupation Tax Exemptions – 2013/2014 in the amount of \$14,340.00.
  - Delinquent Occupation Tax Exemptions – 2013/2014 in the amount of \$231.00.
  - Real Estate Exemptions in the amount of \$42,902.27.
  - Delinquent Real Estate Exemptions in the amount of \$785.10.
  - Per Capita Tax Additions – 2013/2014 in the amount of \$80.00.
  - Occupation Tax Additions – 2013/2014 in the amount of \$150.00.

YEA: Lemley/Newcomer/Cline/Crutchfield/Daywalt/Wilson/Bachtell/Finn/Lind

### **INFORMATION ITEMS**

- District Enrollment information was shared with board members.
- Center for Safe Schools letter informing the district of being selected to receive a \$3,000.00 award grant for Peaceful School Bus as part of the Owens Anti-Bullying Program. Summitview Elementary was highlighted in the letter.
- A letter of response for a LERTA request was shared with the Board of School Directors. *After consulting with the district solicitor, and based on the information provided, the subject parcel does not fit within the statutory definition of a deteriorated area, nor is it adjacent to a deteriorated area such that its development would be authorized under the statute. It is, therefore, our opinion that the subject parcel cannot be designated as a LERTA Zone.*
- Donald Miley received a letter from Generations Environmental Consulting to present a Green Invoice Award of \$3,700 to the Waynesboro Area School District. The award will cover the cost of performing the annual Pennsylvania Worker and Community Right-to-Know 2014 update and will bring the district into compliance with the January through March 31<sup>st</sup> requirement for this annual update.
- Taylor Davis auditioned and was selected for the 2014 Pennsylvania Music Educators Association Region 5 Choir. She will audition for the Pennsylvania All-State Choir at the Region 5 Chorus Festival in February.
- Donna Trueax was present and introduced. Donna will cover as recording secretary in the absence of Ruth Berger.

### **BOARD MEMBER COMMENTS**

None



**ADJOURNMENT**

On a Lemley/Bachtell motion, the meeting adjourned at 9:02 p.m.

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Chris Lind, President

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Ashley Newcomer, Secretary