

**SUMMARY OF MINUTES  
Regular Board Meeting  
January 22, 2020**

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**Board President Joseph A. Caffrey** called the meeting to order at 6:34 p.m.

**Superintendent Brian J. Costello** led the Pledge of Allegiance to the Flag.

**Board Secretary Thomas F. Telesz** called the roll

**9 Members Present:** Atherton, Evans, Harris, Patla, Quinn, Schiowitz, Thomas, Walker, Caffrey

**President Caffrey** began the meeting:

- The Chair wishes to announce that the Board held an Executive Session prior to the Committee Meeting of January 22, 2020 and prior to the Regular Meeting of January 22, 2020. The subjects discussed in Executive Session related solely to matter of employee relations, labor negotiations, and/or threatened or actual litigation.
- Motion to approve the minutes of the Regular Board Meetings of November 19, 2019, the Reorganization Meeting held on December 4, 2019 and the Regular Board Meeting for Special Purposes held on January 9, 2020 and dispense with the reading of those minutes.

**Ms. Thomas moved, seconded by Ms. Patla** to adopt the above-mentioned Minutes. The vote was as follows:

**9 Ayes:** Atherton, Evans, Harris, Patla, Quinn, Schiowitz, Thomas, Walker, Caffrey

**Treasurer's Report:**

**Thomas F. Telesz, Business Administrator/Board Secretary**, presented the Treasurer's Report ending November 30, 2019.

**WILKES-BARE AREA SCHOOL DISTRICT  
CASH ACCOUNT BALANCES  
MONTH ENDING NOVEMBER 30, 2019**

<b>GENERAL FUND</b>		
1	GENERAL FUND CHECKING - FNCB	\$ (142,722.61)
2	GENERAL FUND CASH CONCENTRATION - FNCB	46,008,634.81
3	FEDERAL PROGRAMS - FNCB	1,649,699.99
4	FEDERAL PROGRAMS CHAPTER 1 -FNCB	6,028.75
5	FNB BANK	456,878.18
6	FNB BANK	76,150.80
7	JANNEY MONTGOMERY SCOTT	1,751,049.17
8	PNC BANK	392,336.29
9	LPL FINANCIAL	832,704.59
10	EARNED INCOME TAX ACCOUNT-FNCB	22,019.73
11	COMMONWEALTH INVESTMENT #1	12,233.12
12	REAL ESTATE TAX ACCOUNT - FNCB	-
13	LANDMARK CD	476,929.82
14	PLGIT EIT	857,138.26
15	ATHLETIC FUND-FNB BANK	236,362.43
16	PAYROLL CHECKING-FNCB	1,919,604.09
17	PAYROLL CLEARING -FNCB	-
	<b>TOTAL GENERAL FUND</b>	<b>\$ 54,555,047.42</b>

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**CAPITAL PROJECTS FUNDS**

18	2016 CAPITAL PROJECTS CASH CONCENTRATION-FNCB	\$	(19,783.07)
19	PNC BANK INVESTMENT		2,099,200.64
20	2019 BOND ISSUE		117,434,295.03
21	PLGIT CASH RESERVE		1,794,363.89
22	FNCB 2019 CAPITAL PROJECTS		9,391.99
	<b>TOTAL CAPITAL PROJECTS FUNDS</b>	<b>\$</b>	<b>121,317,468.48</b>

**FIDUCIARY FUNDS - TRUST AND AGENCY**

**TRUST FUNDS:**

23	WHOLE LIFE GROUP TRUST-CITIZENS BANK	\$	118,368.01
24	COMMONWEALTH INVESTMENTS WHOLE LIFE		351,470.42

**AGENCY FUNDS:**

25	ELEMENTARY ACTIVITY FUND-Landmark BANK		156,606.99
26	SECONDARY ACTIVITY FUND-Landmark BANK		334,040.66
	<b>TOTAL FIDUCIARY - TRUST AND AGENCY FUNDS</b>	<b>\$</b>	<b>960,486.08</b>

**PROPRIETARY FUND - FOOD SERVICE**

27	FOOD SERVICE CHECKING ACCOUNT-Landmark Bank	\$	3,106,345.91
	<b>TOTAL PROPRIETARY FUND - FOOD SERVICE</b>	<b>\$</b>	<b>3,106,345.91</b>

**DEBT SERVICE FUND**

28	COMMONWEALTH INVESTMENTS DEBT SERVICE	\$	9,791.73
	<b>TOTAL DEBT SERVICE FUND</b>	<b>\$</b>	<b>9,791.73</b>

**WILKES-BARE AREA SCHOOL DISTRICT  
CASH ACCOUNT BALANCES  
MONTH ENDING OCTOBER 31, 2019**

**GENERAL FUND**

		\$	
1	GENERAL FUND CHECKING - FNCB	(103,295.35)	
2	GENERAL FUND CASH CONCENTRATION - FNCB		44,296,037.09
3	FEDERAL PROGRAMS - FNCB		1,263,441.07
4	FEDERAL PROGRAMS CHAPTER 1 -FNCB		433,217.49
5	FNB BANK		456,243.81
6	FNB BANK		76,045.07
7	JANNEY MONTGOMERY SCOTT		1,744,720.46

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8	PNC BANK		392,074.51
9	LPL FINANCIAL		832,602.06
10	EARNED INCOME TAX ACCOUNT-FNCB		67,781.28
11	COMMONWEALTH INVESTMENT #1		12,214.35
12	REAL ESTATE TAX ACCOUNT - FNCB		-
13	LANDMARK CD		476,100.88
14	PLGIT EIT		856,020.79
15	ATHLETIC FUND-FNB BANK		236,249.11
16	PAYROLL CHECKING-FNCB		1,839,600.67
17	PAYROLL CLEARING -FNCB		-

**TOTAL GENERAL FUND** **\$** **52,879,053.29**

**CAPITAL PROJECTS FUNDS**

18	2016 CAPITAL PROJECTS CASH CONCENTRATION-FNCB	\$	(19,783.50)
19	PNC BANK INVESTMENT		2,099,575.01
20	2019 BOND ISSUE		120,905,540.39
21	PLGIT CASH RESERVE		1,792,024.54
22	FNCB 2019 CAPITAL PROJECTS		8,763.56

**TOTAL CAPITAL PROJECTS FUNDS** **\$** **124,786,120.00**

**FIDUCIARY FUNDS - TRUST AND AGENCY**

**TRUST FUNDS:**

23	WHOLE LIFE GROUP TRUST-CITIZENS BANK	\$	121,357.82
24	COMMONWEALTH INVESTMENTS WHOLE LIFE		350,931.18

**AGENCY FUNDS:**

25	ELEMENTARY ACTIVITY FUND-Landmark BANK		132,074.66
26	SECONDARY ACTIVITY FUND-Landmark BANK		291,394.62

**TOTAL FIDUCIARY - TRUST AND AGENCY FUNDS** **\$** **895,758.28**

**PROPRIETARY FUND - FOOD SERVICE**

25	FOOD SERVICE CHECKING ACCOUNT-Landmark Bank	\$	3,448,478.62
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**TOTAL PROPRIETARY FUND - FOOD SERVICE** **\$** **3,448,478.62**

**DEBT SERVICE FUND**

26	COMMONWEALTH INVESTMENTS DEBT SERVICE	\$	9,776.71
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**TOTAL DEBT SERVICE FUND** **\$** **9,776.71**

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**On the question:** Ms. Thomas asked, “with the closing of many local Citizen’s Bank branches, is it possible to transfer our funds in that bank to another institution?” Mr. Telesz stated a motion would be needed to transfer those funds. Mr. Caffrey suggested looking into other possibilities and presenting a plan to the Board at a later date.

**Ms. Thomas moved, seconded by Rev. Walker** to adopt the Treasurer’s Report ending on November 30, 2018. The vote was as follows:

**9 Ayes:** Atherton, Evans, Harris, Patla, Quinn, Schiowitz, Thomas, Walker, Caffrey

**APOLLO REPORT**

**Mike Kryzwicki – District Maintenance:** A contract was issued to Otis Elevator in the amount of \$20,499.00 for elevator repairs at Heights-Murray Elementary School. The work is expected to commence on February 17 with an approximate duration of 10 days. The existing boiler at the Administration Building was removed and replaced in November. The Boiler inspection is scheduled, they are waiting on the state. Otis Elevator has submitted a budget for repair of the elevator at the Administration Building.

**Meyers Monitoring of Structure/Walkway/Tunnel:** Apollo performed a monthly inspection in November and December. No additional movement was detected. Apollo will conduct the next monthly inspection with TGL Engineering within the next 30 days.

**New High School:** The Sitework Contractor has commenced installation of pipe connections from roof drain piping and perimeter drains to catch basins and continued installation of bituminous paving in Northeast parking lot and a portion of the loop road. That work took place before the cold weather set in. Building Shell Contractor has continued installation of footings, foundation walls, foundation dampproofing, foundation insulation, perimeter drain, backfill, CMU walls, steel beams and lintels, door frames, floor slabs, bar joists and metal roof deck, completed Natatorium mat slab and foundation walls, and commenced installation of wood blocking, roof insulation and EPDM membrane. The Plumbing Contractor has continued installation of underground sanitary piping, storm water piping and cleanouts and commenced installation of roof drains, above ground sanitary, and roof drain piping and pipe hangers for domestic water piping. The Electrical Contractor has continued installation of conduit and boxes under slab and in masonry walls, installation of site lighting foundations, conduit and conductors, completed duct bank from PPL pole, which is along Maffett Street, to building, and commenced installation of medium voltage duct bank back to kitchen, conduit to site sign, temporary lighting inside building and temporary power inside building. HVAC Contractor has continued preparation of 3D coordination drawings, performing clash detection with other trades, and commenced installation of roof curbs, fabrication of ductwork and installation of duct hangers. Tomorrow we will complete all foundations and footings on the job.

**Ms. Thomas** asked about the status at GAR of the gutters, rubber roof, and major cracks. **Mike Kryzwicki** responded the cracking is being monitored. The gutters is a maintenance item. The area of the roof was put over an existing roof so there could be a bond break.

**Old Business – None**

**Report of the Superintendent:** On February 25<sup>th</sup> we will have “Coffee with the Superintendent” the site and time to be determined. At this time, Dr. Costello presented a video showing the progress being made at the site of the New High School. There are approximately 200 people working on the site. In the future, the District website will have updated drone footage for the public to access and watch the progress of the building.

**Communications from Citizens:**

**These citizens addressed the Board in regard to the following:**

**Sam Troy:**

- I have been invited to attend a Budget meeting and look forward to sharing ideas on cost savings.
- Would like to have a Citizens Advisory Committee formed to increase transparency and assist the Board in the decision- making process.

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- Called for a temporary moratorium on the consolidation project and table approval of the Capital Project invoices.

**Ruth Borland:**

- Pleased to see the proposed purchase of textbooks.
- Discussed the Meyers Speech and Debate Team recent and upcoming tournaments and the success the students are having. This year we have 32 students grades 7 through 12 participating. The team won the Wilkes Tournament this year. In Shikellamy, we had a student win 2<sup>nd</sup> place in Varsity and 2<sup>nd</sup> overall and a 3<sup>rd</sup> place novice which are 7<sup>th</sup> and 8<sup>th</sup> grade students. Most novices are 9<sup>th</sup> and 10<sup>th</sup> grade students. April 18<sup>th</sup> will be the Martin Luther King tournament.

**Kim Borland:**

- The Board needs sufficient microphones for everyone at the Board table.
- Public deliberation on issues for completion and consolidation of the new High School.
- Address curricular issues and points of view of the Board regarding these issues.
- Disappointed in the quality of the curriculum reports.
- What is the plan for Foreign Languages, AP classes, STEM and CAPP programs, Library, Special Ed and Mainstreaming, Gifted Education, Social Workers, Life Skills and Consumer Education?

**LUZERNE INTERMEDIATE UNIT #18**

**Ms. Thomas** – The meeting is being held tonight (1-22-2020).

**WILKES-BARRE AREA CAREER AND TECHNICAL CENTER**

**Mr. Quinn** – Next meeting is Monday, January 27, 2020.

**CURRICULUM COMMITTEE REPORT**

**Mr. Evans presented the following report and recommendation for the Board's approval.**

1. That approval be given to enter into an Agreement with The Gregory Center for student E.R. at the following rates: \$75.00 per hour for Licensed Behavior Specialists or BCBA during behavior crisis and when situations require additional staffing; \$150 per hour for LBS/BCBA assessment data analysis, and program updating; \$45.00 per hour for Behavior Technician 1:1 for implementation of Positive Behavior Support Plan, discrete trial instruction, and data collection; \$8.00 per day for breakfast and lunch. **“Exhibit A”**
2. To ratify an Agreement with Children's Service Center of Wyoming Valley to provide Drug and Alcohol Prevention/Education Services to students of this District for commencing September 2019 and continue until the end of the 2019-2020 school year not to exceed \$15,000 in the ten-month period. **“Exhibit B”**
3. That approval be given to ratify the purchase of Houghton Mifflin Harcourt Go Math textbook adoption for Kindergarten through grade 5 at a total cost of \$274,512.60. The first half of the purchase is due January 31, 2020 with the remaining balance due July 31, 2020.
4. That approval be granted to the Wilkes-Barre Area Wolfpack Marching Band to participate in the 2020 City of Wilkes-Barre St. Patrick's Day Parade on Sunday, March 15, 2020.

**On the question:**

**Rev. Walker:** Are there significant increases in these contracts from the previous year? **Mr. Telesz response:** Items 1 and 2 are new agreements; Item 3 was discussed in executive session.

**Mr. Evans moved, seconded by Ms. Thomas to adopt this report. The vote was as follows:**

**9 Ayes:** Atherton, Evans, Geiger, Patla, Quinn, Susek, Thomas, Walker, Caffrey

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**BUDGET FINANCE/MATERIALS & SUPPLIES and CONTRACTED SERVICES COMMITTEE REPORT**

**Rev. Walker presented the following report and recommendations for the Board's approval:**

**A. Administrative**

**1. Capital Projects**

That approval be given to pay the following invoices:

Borton Lawson Engineering, Inc.	Pagnotti Property, Phase II ESA	Capital Projects	2017-3091-003-0000017	\$4,326.45
Apollo Group, Inc.	Heights-Murray Elevator Repair	Capital Projects	AGI-19031-WBASD PR #02	\$202.80
Apollo Group, Inc.	New High School Project	Capital Projects	App. No. 30	\$73,227.03
Geo-Science Engineering & Testing	New High School Project	Capital Projects	018008	\$8,940.40
Geo-Science Engineering & Testing	New High School Project	Capital Projects	017968	\$30,314.20
Geo-Science Engineering & Testing	New High School Project	Capital Projects	018007	\$1,082.00
Geo-Science Engineering & Testing	New High School Project	Capital Projects	018030	\$26,050.00
Geo-Science Engineering & Testing	New High School Project	Capital Projects	018085	\$24,810.20
11400, Inc.	New High School Project	Capital Projects	App. No. 1	\$14,166.00
Benell, Inc.	New High School Project	Capital Projects	App. No. 6	\$309,932.78
Benell, Inc.	New High School Project	Capital Projects	App. No. 7	\$240,664.77
Everon Electrical Contractors, Inc.	New High School Project	Capital Projects	App. No. 6	\$344,074.50
Everon Electrical Contractors, Inc.	New High School Project	Capital Projects	App. No. 7	\$172,890.00
Quandel Construction Group, Inc.	New High School Project	Capital Projects	App. No. 7	\$2,275,423.15
Quandel Construction Group, Inc.	New High School Project	Capital Projects	App. No. 8	\$1,767,016.93
Scranton Sheet Metal, Inc.	New High School Project	Capital Projects	App. No. 6	\$65,397.24
Scranton Sheet Metal, Inc.	New High School Project	Capital Projects	App. No. 7	\$81,268.29
Stell Enterprises, Inc.	New High School Project	Capital Projects	App. No. 5	\$528,582.60
Stell Enterprises, Inc.	New High School Project	Capital Projects	App. No. 6	\$213,842.70
Triangle Fire Protection, Inc.	New High School Project	Capital Projects	App. No. 2	\$9,000.00

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A & E Group	New High School Project	Capital Projects	Inv. #5	\$55,178.48
Borton Lawson Engineering, Inc.	New High School Project	Capital Projects	2017-3091-001-0000025	\$7,364.68
TGL Engineering, Inc.	New High School Project	Capital Projects	Inv. #22	\$10,000.00
WKL Architecture	New High School Project	Capital Projects	Inv. #25	\$12,000.00
Borton Lawson Engineering, Inc.	Plains Stadium Complex	Capital Projects	2019-4471-001-0000001	\$25,000.00

2. That approval be given to ratify the following Capital Project checks:

Pennsylvania American Water Co.	New High School Project	Capital Projects	Check #202	\$79.06
Pennsylvania American Water Co.	New High School Project	Capital Projects	Check #203	\$1,647.02

3. The District is in receipt of the approval, by the Pennsylvania Department of Education, Bureau of Budget and Fiscal Management of PlanCon Part I: Interim Reporting Project No. 3885 – November 19, 2019 – Change Order Nos: 2.02/2.04.002, 2.09.002. **“Exhibit C”**

4. That approval be given to make final 2018-2019 Budget Line Transfers in accordance with the following listing. The transfers are a result of the year-end accounting and auditing adjustments which reconcile the accounts per books to the District’s submission of its 2018-2019 Annual Financial Report (AFR).

TO				Amount	From				Amount
1200	500	Special Education	Purchased Svcs.	2,960,000	1100	500	Regular Programs	Purchased Svcs.	2,960,000
1200	500	Special Education	Purchased Svcs.	1,182,000	1100	600	Regular Programs	Supplies	1,182,000
1400	100	Other Instructional Prgms	Salaries	269,500	1100	100	Regular Programs	Salaries	269,500
2100	100	Support Services-Students	Salaries	84,000	1100	100	Regular Programs	Salaries	84,000
2100	500	Support Services-Students	Purchased Svcs.	38,500	1300	500	Vocational Ed.	Purchased Svcs.	38,500
2700	600	Student Transportation Services	Supplies	175,500	2600	600	Operation & Maint of Plant Services	Supplies	175,500
2300	100	Support Services - Admin	Salaries	56,000	1100	100	Regular Programs	Salaries	56,000

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2300	200	Support Services - Admin	Benefits	101,000	1100	200	Regular Programs	Benefits	101,000
2500	200	Support Services - Business	Benefits	45,000	1100	200	Regular Programs	Benefits	45,000
2800	200	Central Support Svcs.	Benefits	13,000	1100	200	Regular Programs	Benefits	13,000
2900	500	Other Support Services	Purchased Svcs.	450	2600	500	Operation & Maint of Plant Services	Purchased Svcs.	450
3200	100	Student Activities	Salaries	65,000	1100	100	Regular Programs	Salaries	65,000
3300	100	Community Services	Salaries	85,000	1100	100	Regular Programs	Salaries	85,000
2600	500	Operation & Maint of Plant Services	Purchased Svcs.	73,600	2600	100	Operation & Maint of Plant Services	Salaries	73,600
2600	600	Operation & Maint of Plant Services	Supplies	135,900	2600	100	Operation & Maint of Plant Services	Salaries	135,900
2600	600	Operation & Maint of Plant Services	Supplies	343,800	2600	200	Operation & Maint of Plant Services	Benefits	343,800

5. That ratification be given to the Repository Tax Sale by Northeast Revenue Service, LLC, as agent for the Luzerne County Tax Claim Bureau as follows:

Property Address	Parcel No.	Proposed Bid
West Ave/West Mountain Lake Road Bear Creek Twp	04-114S1-003-011-000	\$500.00

6. That approval be given to rescind the submission of PlanCon Part A that was approved on May 11, 2016 for construction projects at Heights Murray Elementary.

**B. FEDERAL**

That, in accordance with the authority of the Board, the following Federal AP Checks #1931 to #1963 and November Federal Wire Transfers #201900433 to #201900443 and December Federal Wire Transfers #201900502 to #201900512; and Chapter 1 AP checks #1727 and November Chapter 1 Wire Transfers #201900444 to #201900445 and December Chapter 1 Wire Transfer #201900501 drawn for payment since the last regular board meeting of the Board of Education held on November 19, 2019 be approved.



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**C. GENERAL FUND**

That, in accordance with the authority of the Board, the following General Fund Wire Transfers #201911269 to #201911312 and General Fund checks #53621 to #53721 were drawn for payment since the last regular board meeting of the Board of Education held on November 19, 2019 be approved. Food Service checks #3374 to #3403 which were drawn for payment since the regular board meeting of the Board of Education on November 19, 2019 be approved.

**D. GENERAL FUND**

That the checks #53722 to #53991 listed on the following pages, which have been inspected, be approved and that orders be drawn for the respective amounts set down opposite the names of persons or firms.

**E. Contracted Services**

1. That approval be given to renew the Flood Insurance coverage on District properties with Selective Insurance, effective February 13, 2020 at a cost of \$9,508 per location. Three (3) District properties are included in this coverage.
2. That approval be given to ratify the purchase of Tasers for District Police Officers from Axon Enterprises, Inc. at a cost of \$3,288 per year for five years with a one-time fee of \$200.

**Rev. Walker moved, seconded by Ms. Thomas to adopt this report. The vote was as follows:  
9 Ayes: Atherton, Evans, Harris, Patla (A 4, 5, B, C, D, E) Quinn, Schiowitz (A 4, 5, B, C, D, E) Thomas, Walker, Caffrey  
2 Nays: Patla (A 1, 2, 3, 6), Schiowitz (A 1, 2, 3, 6)**

**ATHLETIC COMMITTEE REPORT** – There is a meeting scheduled for January 28, 2020. We are working on details for a smoother transportation schedule.

**SAFETY/SECURITY COMMITTEE REPORT** – Next meeting will be Friday, February 14, 2020 at 9:00 a.m.

**TRANSPORTATION COMMITTEE REPORT** – No Report

**BUILDING MAINTENANCE COMMITTEE REPORT**– Met on January 9, 2020. Discussions were held regarding some of the on-going issues in the District, the most recent the Kistler Pool. We are working on developing solutions to correct these issues. The next meeting will be held in February at a date to be determined.

**POLICY COMMITTEE REPORT** – Next meeting will be February 3, 2020

**STUDENT WELLNESS COMMITTEE REPORT**

The committee met on Friday, January 17. We are working on feeding our students 5 days a week throughout the summer. Nutrition, Inc. has provided some information regarding this program. Next meeting will be held on February 14 at 1:30 in the Administration Building.

Rev. Walker commended Ms. Thomas for all the work this committee is doing to take care of the needs of our students.

**FACILITIES TRANSITION**

We met in early December – the next meeting will be announced.

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**PERSONNEL COMMITTEE REPORT**

**Rev. Walker presented the following report and recommendations for the Board's approval:**

All appointments are made pending receipt of PDE required clearances, certifications, and any applicable pre-employment drug test.

**A. Professionals**

1. That the following professional employees be appointed as RAISE (Reinforcing Academic Instruction for Student Excellence) Program Teachers at a rate of \$35 per hour. This Saturday tutoring program is fully funded by the Title IV Grant Program and will take place at GAR Memorial Jr./Sr. High School, Heights-Murray Elementary School and Daniel J. Flood Elementary School. Actual teachers' hours will be based on student enrollment. Salaries and benefits will not exceed the Title I allocation:

Amy Buchinski  
Wendy Anderson  
Rick Collins

Renee Pizzella  
Lauren Letteer

Kaitlyn Robertson  
Jennifer Yuhas

2. That the Temporary Leaves of Absence / Death of a Relative Memorandum of Understanding between the Wilkes-Barre Area Board of School Directors and Wilkes-Barre Area Education Association be approved. **"Exhibit D"**.
3. That the Associate Head Coach Memorandum of Understanding between the Wilkes-Barre Area Board of School Directors and Wilkes-Barre Area Education Association be approved. **"Exhibit E"**.
4. That the Special Education/Cyber Education Teacher Rate Memorandum of Understanding between the Wilkes-Barre Area Board of School Directors and Wilkes-Barre Area Education Association be approved. **"Exhibit F"**.
5. That **Jane McCue's** request for a second semester sabbatical be approved.
6. That **Todd Ankiewicz's** request for a second semester sabbatical be approved.
- ~~7.~~ That **Carrie Bubul's** request for unpaid leave for the 2020-2021 school year be approved.—**DENIED**
8. That **Kaitlyn Robertson** be appointed a Special Education Long Term Substitute Teacher for the second semester of the 2019-20 school year.
9. That **Lauren Medvec** be appointed an Elementary Education Long Term Substitute Teacher for the second semester 2019-20 school year.
10. That **Erin Gerrity** be appointed an Secondary English Long Term Substitute Teacher for the second semester 2019-20 school year effective upon completion of current assignment.

**B. Secretaries & Teachers' Associates**

1. That **Jessica Miorelli's** request for unpaid leave beginning October 8, 2019 through January 7, 2020 be approved.
2. That **Marie Mushinski's** request unpaid leave beginning November 13, 2019 through February 28, 2020 be approved.
3. That **Debra Pickett's** request for unpaid leave for the remainder of the school year be approved.
4. That **Danielle Sawicki's** request for unpaid leave beginning February 26, 2020 through April 1, 2020 be approved.
5. That **Michelle Peters-Collis** be appointed a Part Time Paraprofessional/PCA, 20 hours per week.
6. That **Karen Hughes** be appointed a Part Time Paraprofessional/PCA, 20 hours per week.
7. That **Delana Harris** be appointed a Part Time Paraprofessional/PCA, 20 hours per week.

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8. That \_\_\_\_\_ be appointed a Part Time Teachers' Associate as a Cafeteria/Locker Room Aid, 22.5 hours per week. **TABLED**

**C. Custodians, Housekeepers & Food Service**

1. That the retirement of **Dale Rudaski** be approved effective May 8, 2020.
2. That the retirement of **David Janus** be approved effective April 10, 2020.
3. That **Charles Fritz's** request for unpaid leave beginning November 18, 2019 through November 22, 2019 be approved.
4. That **Daisy Labatch** be appointed a Substitute Custodian.

**D. Security/Greeters**

1. That the resignation of **John Conway** be accepted effective December 20, 2019.

**E. Crossing Guards**

1. That **Geizamar Santana** be appointed a Substitute Crossing Guard.

**F. Miscellaneous**

1. That **Carl Budrecki** be appointed as a volunteer STEM Robotics Team Coach.

**G. Athletics**

1. That the resignation of **Wally Peck** as the Varsity Head Softball Coach be accepted effective December 11, 2019.
2. The following appointments are made for the sport season and will be continued on a season to season basis unless, the post is declared vacant by the Board of School Directors. All appointments are effective upon all PDE required clearances and documents being submitted.

Boys Basketball	Volunteer Assistant Coach	<b>Wallace Gregory</b>
Boys Basketball	Volunteer Assistant Coach	<b>Edward Hendzak</b>
Boys Basketball	Volunteer Assistant Coach	<b>Josh Pstrak</b>
Baseball	Junior High Assistant Coach	<b>William Amesbury</b>
Softball	Varsity Head Coach	<b>Craig McCann</b>
Softball	Varsity Assistant Coach	<b>Jill Morris</b>
Softball	Junior High Assistant Coach	<b>Brittany Hess</b>
Cross Country/Track and Field	Jr High Assistant Coach	<b>Josh Wasielewski</b>
Swimming	Varsity Assistant Coach	<b>Isabella Weidow</b>

**Rev. Walker moved, seconded by Ms. Thomas to adopt the report. The vote was as follows:**

**9 Ayes:** Atherton, Evans, Harris, Patla, Quinn, Schiowitz, Thomas, Walker, Caffrey

**7 Nays:** Atherton (A7), Evans (A7), Harris (A7), Patla (A7), Thomas (A7), Walker (A7), Caffrey (A7)

**4 Nays:** Evans (CC/TF JH Asst. Coach), Harris (CC/TF JH Asst. Coach), Patla (CC/TF Asst. Coach), Thomas (CC/TF JH Asst. Coach)

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Mrs. Schiowitz presented Resolution #1

**RESOLUTION**

WHEREAS, the recent death of **Dolores Marie Greenfield** has brought sorrow to her family, friends, and all who knew her; and

WHEREAS, she was a graduate of St. Mary's High School, and later became an accountant. Dolores was a devoted spouse, mother, grandmother, aunt and;

WHEREAS, she was the wife of Charles to whom she was married for seventy years and the mother of Terry Schiowitz, School Board Member for Wilkes-Barre Area School District and;

WHEREAS, her passing on January 15, 2020 will leave an unfillable void in the lives of all who knew and loved her.

THEREFORE, BE IT RESOLVED, that her death be recorded in the minutes of the Board of School Directors and that the Secretary be instructed to express the sympathy of the members of the Board to her husband, Charles; daughters, Carol and Terry; son, Charles, Jr. and to her entire family.

**All in favor**

**NEW BUSINESS** – No Report

**COMMUNICATION FROM SOLICITOR**

Solicited a motion to approve a Special Education Due Process Complaint settlement with regard to the student Y.H. as discussed in Executive Session.

**Motion by Ms. Patla, seconded by Ms. Thomas**

**9 Ayes:** Atherton, Evans, Harris, Patla, Quinn, Schiowitz, Thomas, Walker, Caffrey

**Motion to adjourn** – Ms. Thomas moved to adjourn, seconded by Mrs. Harris.

**President Caffrey** adjourned the meeting at 7:50 p.m.