

Summary of Minutes
Regular Board Meeting
June 25, 2018

Board President Joseph A. Caffrey called the meeting to order at 6:30 PM.

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

Board Secretary Thomas F. Telesz called the roll.

7 MEMBERS PRESENT: Galella, Geiger, Patla, Susek, Thomas, Walker, Caffrey

2 MEMBERS ABSENT: Evans, Quinn

President Caffrey stated:

- The chair wishes to announce that the Board held an Executive Session on June 21, 2018 and prior to the Committee Meeting of June 25, 2018 and prior to the Regular Board Meeting of June 25, 2018.

- THE SUBJECTS DISCUSSED IN EXECUTIVE SESSION RELATED SOLELY TO MATTERS OF EMPLOYEE RELATIONS, LABOR NEGOTIATIONS, AND/OR THREATENED OR ACTUAL LITIGATION.

Ms. Thomas moved, seconded by Ms. Patla, to approve the minutes of the Regular Board Meeting of May 22, 2018 and dispense with the reading of those minutes.

All In Favor: Galella, Geiger, Patla, Susek, Thomas, Walker, Caffrey

Thomas F. Telesz, Business Manager/Board Secretary, presented the Treasurer's Report of April 30, 2018.

**WILKES-BARE AREA SCHOOL DISTRICT
CASH ACCOUNT BALANCES
MONTH ENDING APRIL 30, 2018**

GENERAL FUND

1	GENERAL FUND CHECKING - FNCB	949,509.29
2	GENERAL FUND CASH CONCENTRATION - FNCB	15,808,385.54
3	FEDERAL PROGRAMS - FNCB	492,696.54
4	FEDERAL PROGRAMS CHAPTER 1 -FNCB	781,372.59
5	FNB BANK	445,343.72
6	FNB BANK	74,209.43
7	JANNEY MONTGOMERY SCOTT	1,696,780.32
8	PNC BANK	385,994.28
9	LPL FINANCIAL	829,194.37
10	EARNED INCOME TAX ACCOUNT-FNCB	22,478.99

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11	COMMONWEALTH INVESTMENT #1	11,811.61
12	REAL ESTATE TAX ACCOUNT - FNCB	0
13	LANDMARK CD	467,016.19
14	PLGIT EIT	830,834.21
15	ATHLETIC FUND-FNB BANK	161,240.64
16	PAYROLL CHECKING-FNCB	1,638,907.37
17	PAYROLL CLEARING -FNCB	-
	TOTAL GENERAL FUND	\$24,595,775.09

CAPITAL PROJECTS FUNDS

		\$
18	2016 CAPITAL PROJECTS CASH CONCENTRATION-FNCB	14,953,150.37
19	PNC BANK INVESTMENT	4,162,649.99
	TOTAL CAPITAL PROJECTS FUNDS	\$19,115,800.36

FIDUCIARY FUNDS - TRUST AND AGENCY

TRUST FUNDS:

		\$
20	WHOLE LIFE GROUP TRUST-CITIZENS BANK	160,474.88
21	COMMONWEALTH INVESTMENTS WHOLE LIFE	339,360.12

AGENCY FUNDS:

22	ELEMENTARY ACTIVITY FUND-Landmark BANK	144,675.74
23	SECONDARY ACTIVITY FUND-Landmark BANK	329,678.45

TOTAL FIDUCIARY - TRUST AND AGENCY FUNDS **\$974,189.19**

PROPRIETARY FUND - FOOD SERVICE

		\$
24	FOOD SERVICE CHECKING ACCOUNT-Landmark Bank	2,683,394.04

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TOTAL PROPRIETARY FUND - FOOD SERVICE **\$2,683,394.04**

DEBT SERVICE FUND

25 COMMONWEALTH INVESTMENTS DEBT SERVICE \$
9,454.33

TOTAL DEBT SERVICE FUND **\$9,454.33**

Ms. Thomas moved, seconded by Ms. Patla, to adopt the Treasurer's Report of April 30, 2018.

The vote was as follows:

7 Ayes: Galella, Geiger, Patla, Susek, Thomas, Walker, Caffrey

Report of the Superintendent

Dr. Costello expressed his congratulations to the Graduating Classes of 2018 and noted that 10 million dollars was received in scholarships and the graduates of the STEM Program received 14 million dollars in scholarships. Dr. Costello noted that Project Rise is hosting a pilot program at Heights Murray Elementary this summer and the YMCA Young Scholars Program is hosting a Summer School Program at Kistler Elementary during the summer months. Dr. Costello stated in regard to the CAPAA Program, 100 students applied and auditions will be completed within the next two weeks and letters of acceptance into the CAPAA Program will be sent out by July 10, 2018. Dr. Costello noted that an open house in regard to the CAPAA Program will be held in August which will include meeting the faculty for CAPP and there will be an Artist in Residence included in the CAPAA Program.

Mr. Mike Krzywicki, Apollo Project Manager, presented information in regard to the status of WBASD current projects.

Unfinished Business

Ms. Thomas requested an update on the progress of the WBASD properties that are available for sale.

Attorney Wendolowski stated that as soon as the appraisal of the properties is received he will be able to provide a listing price for properties available for sale within the WBASD.

Communications from Citizens

1. Kim Borland
2. Ruth Borland
3. Lois Grimm
4. Paul McGrane
5. Angel Mathis
6. Sam Troy

The above listed Citizens addressed the Board in regard to the following:

1. The Athletic Transition Committee Report paid no attention to athletes.
2. The number of speakers in support of Sports Consolidation stated that the reason for Sport Consolidation was a decline in interest to participate in sports. That is not true.
3. There was a lack of data presented in regard to coach's opinions and there was no comparison made to other schools in other counties.
4. Data obtained by SOS for the last five years indicates there is no trend in decline to participate in sports and the WBASD participation is greater than any other schools that WBASD competes with. Football numbers are stable and soccer programs participation has also increased.

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5. The decision to consolidate sports is based on flimsy information.
6. There are grave concerns in regard to school consolidation.
7. What is the economic and education basis for school consolidation?
8. There should be a motion by this Board for a Referendum in regard to school consolidation.
9. Academic performance needs to be improved by preparing teachers, instituting positive discipline policies and create partnerships with business and after school programs.
10. The Board is spending millions of dollars on the new school and no one has ever answered the question in regard to the improvement of academic performance.
11. Money is being spent in Special Education due to not being in compliance.
12. Who will be the Principal/Dean of the CAPAA Program?
13. This Board needs to be more concerned about academics.
14. In regard to sports consolidation, participation in both boys and girls basketball and baseball, the numbers are up. Consolidating sports will disengage students.
15. WBASD needs to get the basics right since WBASD scores are still on the bottom.
16. Where is the Transition Plan available for the public to view?
17. Was the information sent to PIAA?
18. Athletes will get along when sports are consolidated. Presently, Coughlin and G.A.R. High Schools Cross Country work together and travel on the same bus to meets.
19. What are the utility costs for PA Natural gas at Meyers High School?
20. How long will the students remain in the Coughlin Annex?
21. Board is oblivious to Citizens and their concerns. The Board is a disgrace and lacks a conscience.
22. Due to the fact two Board Members are not present at tonight's Board meeting, vote on the Budget should be postponed.
23. Test scores are horrible. Why are the test scores so low?
24. Board needs to address academic performance and stop reckless spending on new school.

Superintendent, Dr. Brian Costello, Board President Joseph Caffrey, Transition Teams Members, Mike Namey and Corry Hanson, Attorney Wendolowski and Mike Krzywicki, Apollo Project Manager responded to questions/statements presented by the Citizens who addressed the Board.

LUZERNE INTERMEDIATE UNIT

Mr. Galella stated the next meeting of the LIU will be held the beginning of August. There will be no meeting in July.

WILKES-BARRE AREA CAREER AND TECHNICAL CENTER

Ms. Patla stated there will be no meeting in July.

CURRICULUM COMMITTEE REPORT

Mr. Galella presented the following report and recommendations for the Board's approval:

1. That approval be given to enter into a contract with Northeastern Intermediate Unit, 1200 Line Street, Archibald, PA for special education services for the 2018-2019 school year.
2. That approval be given to enter into an agreement with John McElwee, MS, BCBA, BSL, 112 Haverford Drive, Laffin, PA to provide services as an Internal Coach for the District's Autism Support Classes participating in the Pennsylvania Autism Initiative ABA Support program.
3. That approval be given to enter into an Agreement with the Luzerne County Department of Probation Services, Penn Place Bldg., Suite 329, 20 N. Pennsylvania Avenue, Wilkes-Barre, PA to support the School/Community Based Probation Project for the period of July 1, 2018 through June 30, 2019.

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4. That approval be given to enter into an Agreement with First Hospital Wyoming Valley, 562 Wyoming Avenue, Kingston, PA 18704 to offer special education services at a rate of \$ 110.00 per day.
5. To ratify an Agreement with New Story, 1150 Wyoming Avenue, Wyoming, PA to provide extended school year educational services to students of the Wilkes-Barre Area School District, commencing June 18, 2018 and ending July 27, 2018.

Mr. Caffrey asked Business Manager, Tom Telesz, if there were any increases in cost in items 1-5.
Mr. Telesz responded there were no increases in costs. Costs are the same as last year.

Mr. Galella moved, seconded by Ms. Thomas, to adopt the report. The vote was as follows:

7 Ayes: Galella, Geiger, Patla, Susek, Thomas, Walker, Caffrey

1 Nay: Thomas- #5

BUDGET FINANCE /MATERIAL SUPPLIES COMMITTEE REPORT

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

A. ADMINISTRATIVE

Apollo Group, Inc.	Kistler Roof Replacement Proj	Capital Project	App. No. 7	\$5,342.46
Borton Lawson	Kistler Pool Roof Replacement Proj.	Capital Projects	2017-3091-004-0000007	\$700.00
Apollo Group, Inc.	New High School Plains Site	Capital Projects	App. No. 15	\$30,493.52
Borton Lawson	New High School Design – Plains Site	Capital Projects	2017-3091-001-0000008	\$22,387.11
WKL Architecture	New High School Design – Plains Site	Capital Projects	Inv. #7	\$107,700.00
TGL Engineering, Inc.	New High School Design – Plains Site	Capital Projects	Inv. #6	\$41,162.60

2. That approval be given to exonerate the following listed property owners from the payment of school property taxes. The Pennsylvania State Veterans' Commission for Real Estate Exemption has verified with the Department of Veterans Affairs that the property owners are totally and permanently disabled as a result of service connected causes incurred during a period of war and armed conflict.

PROPERTY OWNER	ADDRESS	EFFECTIVE DATE
James V. Hunsinger	1066 Bear creek Blvd. Wilkes-Barre, PA 18702	March 20, 2018
Kevin F Sherlinski	1081 Laurel Run Road Bear Creek Twp., PA 18702	May 2, 2018
William J Travis	76 Brown Street Wilkes-Barre, PA 18702	January 16, 2018

3. That approval be given to the Controller to post to the 2017-2018 fiscal year end accounting ledgers all budgetary transfers made necessary by closing and adjusting entries and year end auditor adjustments. These transfers will be required to be presented to the Board for review and final approval.
4. To appoint Denise Thomas, to represent the Wilkes-Barre Area School District as a voting Delegate to the PSBA 2018 Delegate Assembly to be held on Friday, October 19, 2018.

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5. That approval be given to the following proposals from Rice's Food Equipment and Consulting, Inc.:

Quote # 27147 - Meyers High School (Open Merchandiser-Display Cases)

\$ 19,793.98

Quote # 27152 – Solomon Plains School (2 Combi Ovens, Open Merchandiser, etc.)

\$ 65,660.66

Quote # 27146 – Coughlin High School (Display Case)

\$ 8,033.29

Quote # 27138 – GAR High School (Combi Oven, Walk in cooler, etc.)

\$ 33,656.12

B. FEDERAL

That, in accordance with the authority of the Board, the following Federal AP Checks #1739-1747 and Federal Wire transfer #201700763 and Chapter I AP checks #1916-1935 and Chapter I Wire Transfers #201700764-201700774 were drawn for payment since the last regular board meeting of the Board of Education held on May 22, 2018 be approved.

- C. That payment be approved for the following General Fund Wire Transfers #201710843 to #201710874 and General Fund checks, #49403-49199 and Food Service Checks #3134-3152 which were drawn for payment since the regular board meeting of the Board of Education held on May 22, 2018.
- D. That the checks listed on the following pages #49200 to #49402 which have been inspected be approved and that orders be drawn for the respective amounts set down opposite the names of persons or firms.

PLEASE NOTE: Checks #49203 thru #49240 and #49274 thru #49295 were voided and re-issued with new check numbers due to a check printer malfunction.

Mr. Caffrey confirmed with Business Manager, Tom Telesz that items under # 5 were being paid by the Food Service Fund.

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

7 Ayes: Galella, Geiger, Patla, Susek, Thomas, Walker, Caffrey

1 Nay: Patla – New School Projects

1 Nay: Thomas- #5

ATHLETIC COMMITTEE REPORT

Mr. Geiger presented the following report and recommendations for the Board's approval:

1. That approval be given to renew the District's Student and Athletic Insurance for the 2018-2019 school year, with Bollinger / Mutual of Omaha, (A+ rated) at a premium in the amount of \$36,512.
2. That approval be given to Shakir Soto, CEO, "570 On The Go" LLC, the use of Wilkes-Barre Memorial Stadium, for an Annual Clinic/Camp , free of charge to area youth ages 5 thru 18 years of age to instill physical fitness, discipline, self-esteem and healthy choices. Food, snacks and drinks will be provided along with shirts and gift totes at no cost to participants. The clinic/camp

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will be held on June 30, 2018 from 7:00 AM to 6:00 PM. Rain date July 1, 2018. Proof of insurance has been provided. Fee for the use of the stadium is requested to be waived.

3. WYLN-TV 35 requests permission to televise the following sporting event:
Hazleton Area at Coughlin – Friday, October 19, 2018 – 7:00 PM.
There are no concerns/conflicts per Coughlin High School Athletic Director.

Mr. Caffrey confirmed with Business Manager, Mr. Telesz that under item #1 there is a decrease in cost of approximately \$10,000 from the previous year.

Mr. Geiger moved, seconded by Mr. Galella, to adopt the report. The vote was as follows:

7 Ayes: Galella, Geiger, Patla, Susek, Thomas, Walker, Caffrey

There was no **SAFETY AND SECURITY COMMITTEE REPORT**

CONTRACTED SERVICES COMMITTEE REPORT

Mr. Geiger presented the following report and recommendations for the Board's approval:

1. That approval be given to renew the District's Commercial Package (Property and Liability), Commercial Automobile, the School Leaders Liability, and Excess/Umbrella coverage through Liberty Mutual Insurance Co., for the 2018-2019 school year, effective July 1, 2018 at a combined rate of \$230,978.
2. That approval be given to renew the District's Workers Compensation Insurance Policy for the 2018-2019 school year, effective July 1, 2018 through the Housing and Redevelopment Insurance Exchange (HARIE) at an estimated cost of \$404,031.
- 3 That the contract of Raymond P. Wendolowski, Esquire, be extended for a one year period to June 30, 2019 with the same terms and conditions listed in the contract dated May 11, 2015.

Mr. Geiger moved, seconded by Ms. Thomas, to adopt the report. The vote was as follows:

7 Ayes: Galella, Geiger, Patla, Susek, Thomas, Walker, Caffrey

There was no **TRANSPORTATION COMMITTEE REPORT**

BUILDING MAINTENANCE COMMITTEE REPORT

Ms. Thomas commended the Maintenance and Custodial staff on the progress they are making in regard to addressing Custodial/Maintenance issues and further noted that the issue that Ms. Patla brought forward addressing the 3rd floor at Meyers is being addressed.

There was no POLICY COMMITTEE REPORT

PATHWAY/NEW CONSTRUCTION/TRANSITION REPORT

Mike Namey, Meyers High School Athletic Director and Corey Hanson, Meyers High School Jr. High Athletic Director, presented an update and outlined the progress being made in regard to the Sports Consolidation.

Personnel Committee Report

Dr. Susek 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. Contracts

1. That **Frank J. Castano**, having made claim for an incentive raise under his employment contract and having produced the required documents, be granted an incentive of **Masters +54** effective July 1, 2018.

B. Professionals

1. The Board agrees to waive **Lisa Angelo's** return to service requirement in Article XIX, Section 3 of the WBAEA Agreement for the sabbatical leave for the 2016-17 school year. The board further agrees to approve an extension of Lisa's 2017-18 unpaid leave for a second year of unpaid leave for the 2018-19 school year. Lisa must return to service the start of the 2019-20 school year.
2. That **Anthony George's** request to extend his 2017-18 unpaid leave for a second year unpaid leave for the 2018-19 school year be approved.
3. That the resignation of **Nicole Tomek** be accepted with regret effective June 12, 2018.
4. That **Wayne Waslasky** be approved to check existing and new affidavits at the homebound rate in an amount not to exceed \$1800.00.
5. That **Alexa Alchevsky** be hired as a Secondary Summer School Math Teacher, July 9, 2018 through August 7, 2018, Monday through Thursday, 7:45AM to 2:00PM at rate of \$1,000 per course:

C. Custodians & Housekeepers

1. That the voluntary resignation of **Robert Marcincavage** be accepted with regret effective June 15, 2018.
2. That the retirement of **Leo Thompson** be accepted with regret effective September 13, 2018.
3. That the retirement of **Jay Carroll** be accepted with regret effective August 21, 2018.
4. That the retirement of **Martin Majikes** be accepted with regret effective July 1, 2018.
5. That the retirement of **Rocco Musto** be accepted with regret effective August 1, 2018.

D. Secretaries & Teachers' Associates

1. That the voluntary resignation of **Mikaela Garcia** be accepted with regret effective June 15, 2018.

E. Crossing Guards

1. That **Mark Yurgle** be appointed a substitute crossing guard.

F. Athletics

1. That the resignation of **Scott Napkori** as GAR Boys' Basketball Varsity Assistant Coach be accepted with regret.
2. That the resignation of **Jared Meehan** as Coughlin's Cross Country Junior High Head Coach be accepted with regret.
3. That the resignation of **Kyle Paul** as Meyers Junior High Wrestling Head Coach be accepted with regret.
4. That the resignation of **Khalil Lewis** as Meyers Junior High Wrestling Assistant Coach be accepted with regret.
5. 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.

Coughlin	Girls Tennis	Varsity Head Coach	Paul Gerrity
Coughlin	Girls Volleyball	Varsity Head Coach	Sarah Fugate
GAR	Football	Volunteer Assistant Coach	Andrew Yelland

Dr. Susek moved, seconded by Ms. Thomas, to adopt the report. The vote was as follows:
7 Ayes: Galella, Geiger, Patla, Susek, Thomas, Walker, Caffrey

Rev. Walker presented Resolution #1

WHEREAS, the Board of School Directors of the Wilkes-Barre Area School District, in accordance with law, prepared the following budget, of the amount of funds that will be required by the School District in its several departments for the fiscal year beginning July 1, 2018, and ending June 30, 2019 in the amount of \$121,750,400.

NOW, THEREFORE BE IT RESOLVED, that the Board of School Directors of the Wilkes-Barre Area School District hereby presents the expenditures as hereinafter set forth during the fiscal year 2018-2019 and levies a tax of 18.0364 mills per dollar (\$18.03 per thousand dollars) of assessed valuation on real estate; re-enacts and/or continues in force the Resolution of June 29, 1971, providing for the levy, assessment and collection of the following taxes: (a) one (1) per centum on transfers of title of real estate; (b) a local services tax (formerly occupational privilege tax) of ten (10) dollars; (c) the earned income tax (wage tax) of one (1%) per cent; (d) the mercantile tax at the rate and under the terms and provisions set forth in the Resolution previously adopted; re-enacts and/or continues in force the Resolution of June 30, 1986 providing for the levy, assessment and collection of the business privilege tax at a rate of one and one-half (1 ½) mills; re-enacts and /or continues in force the Resolution of June 26, 1987 providing for the levy, assessment and collection of a per capita tax of ten (10) dollars.

Wilkes-Barre, PA
June 25, 2018

Rev. Walker moved, seconded by Ms. Thomas to adopt the Resolution.

The vote was as follows:

7 Ayes: Galella, Geiger, Patla, Susek, Thomas, Walker, Caffrey

Mr. Galella presented Resolution #2

WILKES-BARRE AREA SCHOOL DISTRICT

2018 HOMESTEAD and FARMSTEAD EXCLUSION RESOLUTION

RESOLVED, by the Board of School Directors of Wilkes-Barre Area School District, that homestead and farmstead exclusion real estate tax assessment reductions are authorized for the school year beginning July 1, 2018, under the provisions of the Homestead property Exclusion Program Act (part of Act 50 of 1998) and the Taxpayer Relief Act (Act 1 of 2006), as follows:

1. **Aggregate amount available for homestead and farmstead real estate tax reduction.**

The following amounts are available for homestead and farmstead real estate tax reduction for the school year beginning July 1, 2018:

a. **Gambling Tax Funds.** The Pennsylvania Department of Education (PDE) has notified the School District that PDE will pay to the School District during the school year pursuant to Act 1, 53 P.S. Section 6926.505 (b), as a property tax reduction allocation funded by gambling tax funds, the amount of \$ 2,877,512.09.

b. **Philadelphia tax credit reimbursement funds.** PDE has notified the School District that PDE will pay to the School District during the school year pursuant to ACT 1, 53 P.S. Section 6926.324 (3), as reimbursement for Philadelphia tax credits claimed against the School District earned income tax by School District resident taxpayers, the amount of \$8.624.01.

c. **Aggregate amount available.** Adding these amounts, the aggregate amount available during the school year for real estate tax reduction is \$2,886,136.10.

2. **Homestead / Farmstead numbers.** Pursuant to Act 50, 54 Pa. C.S. Section 8584 (i), and Act 1, 53 P.S. Section 6926.341 (g) (3), the County has provided the School District with a certified report listing approved homesteads and approved farmsteads as follows:

a. **Homestead property number.** The number of approved homesteads within the School District is 12,091.

b. **Farmstead property number.** The number of approved farmsteads within the School District is 0.

c. **Homestead/Farmstead combined number.** Adding these numbers, the aggregate number of approved homesteads and approved farmsteads is 12,091.

3. **Real estate tax reduction calculation.** The School Board has decided that the homestead exclusion amount and the farmstead exclusion amount shall be equal. Dividing the paragraph 1 (c) aggregate amount available during the school year for real estate tax reduction of \$2,886,136.10 by the paragraph 2 (c) aggregate number of approved homesteads and approved farmsteads of 12,091, the maximum real estate tax reduction amount applicable to each approved homestead and to each approved farmstead is \$238.70.

4. **Homestead exclusion calculation.** Dividing the paragraph 3 maximum real estate tax reduction amount of \$238.70 by the School District real estate tax rate of 18.0364 mills (.0180364) the maximum real estate assessed value reduction to be reflected on tax notices as a homestead exclusion for each approved homestead is \$13,235.00, and the maximum real estate assessed value reduction to be reflected on tax notices as a farmstead exclusion for each approved farmstead is \$13,235.00.

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5. **Homestead/Farmstead exclusion authorization – July 1 tax bills.** The tax notice issued to the owner of each approved homestead within the School District shall reflect a homestead exclusion real estate assessed value reduction equal to the lesser of: (a) the County-established assessed value of the homestead, or (b) the paragraph 4 maximum real estate assessed value reduction of \$13,235.00. The tax notice issued to the owner of each approved farmstead within the School District shall reflect an additional farmstead exclusion real estate assessed value reduction equal to the lesser of: (a) the County – established value of the farmstead, or (b) the paragraph 4 maximum real estate assessed value reduction of \$13,235.00. For purposes of this Resolution, “approved homestead” and “approved farmstead” shall mean homesteads and farmsteads listed in the report referred to in paragraph 2 above and received by the School District from the County Assessment Office on or before May 1 pursuant to Act 1, 53 P.S. Section 6926.341 (g) (3), based on homestead /farmstead applications filed with the County Assessment Office on or before March 1. This paragraph 5 will apply to tax notices issued based on the initial tax duplicate used in issuing initial real estate tax notices for the school year, which will be issued on or promptly after July 1, and will not apply to interim real estate tax bills.

6. **Homestead/Farmstead exclusion authorization – interim real estate tax bills.** No homestead or farmstead exclusion will apply to any interim tax bill except an interim tax bill applicable to a property that includes an approved homestead or approved farmstead listed in the report received by the School District from the County Assessment Office on or before May 1, but not included in the tax assessment reflected in the July 1 tax bill for the property. In most cases, the assessment of approved homesteads and approved farmsteads will be reflected in July 1 tax bills. However, in any case when there is an approved homestead or an approved farmstead that is not included in the assessment reflected in the July 1 tax bill, and when an interim real estate tax notice is issued later based on an interim assessment including the approved homestead or approved farmstead, the interim tax notice shall reflect a homestead or farmstead exclusion real estate assessed value reduction calculated under paragraph 5, except that the paragraph 4 maximum real estate assessed value reduction will be pro rated in the same manner as the real estate tax is pro rated. Assuming the interim tax notice reflects taxation as of July 1, as will occur in most such cases, the full amount of the paragraph 4 maximum real estate assessed value reduction will apply. In the extraordinary case where the new interim tax assessment is effective after July 1, the paragraph 4 maximum real estate assessed value reduction will be pro rated in the same manner as the real estate tax reflected in the interim tax bill is pro rated.

Wilkes-Barre, PA
June 25, 2018

Mr. Galella moved, seconded by Rev. Walker to adopt the Resolution.

The vote was as follows:

7 Ayes: Galella, Geiger, Patla, Susek, Thomas, Walker, Caffrey

Rev. Walker presented Resolution #3

RESOLUTION

Authority to Prepare Real Estate Tax Statements

BE IT RESOLVED that Diamond Marketing Solutions be authorized to prepare the school real estate tax statements for the 2018 Tax Duplicate at a rate of \$148.69 per 1000 bills including envelope and duplicates at a rate of \$90.02 per 1000 bills with date of issue July 16 2018; 2% discount through September 14, 2018; face amount September 15, 2018, through November 15, 2018; and 10% penalty due after November 16, 2018. Further, that Tax Collectors be authorized to offer three installment payments of the face amount of school real estate taxes, provided taxables choose this option on or before August 15, 2018. (Installment due dates shall be: 1st – August 16, 2018; 2nd – October 15, 2018; 3rd – December 14, 2018.) A 10% penalty will be added to each delinquent installment not paid on or before the due date of the installment. Delinquent installments must be paid prior to the Tax Collectors accepting payment of subsequent installments.

Wilkes-Barre, PA
June 25, 2018

Rev. Walker moved, seconded by Ms. Thomas to adopt the Resolution.

The vote was as follows:

7 Ayes: Galella, Geiger, Patla, Susek, Thomas, Walker, Caffrey

Ms. Thomas presented Resolution #4

Real Estate Tax Collector for Wilkes-Barre Township

BE IT RESOLVED, that approval be given to appoint Northeast Revenue Service, LLC, 15 Public Square, Wilkes-Barre, PA the collector of School Real Estate Taxes for Wilkes-Barre Township for the fiscal year commencing July 1, 2018 at a commission of \$2.20 per taxable, \$0 per interim bill, plus postage per their proposal dated June 27, 2017.

In addition, it shall be the responsibility of the Tax Collector to comply with the duties and responsibilities of the position as contained in the Local Tax Collection Law, Act of May 25, 1945, P.L. 1050, No. 394, and the Pennsylvania Department of Community Affairs' "Tax Collectors Manual." The Tax Collector must also comply with the procedures and requirements of the District for tax collectors established in its resolution of January 12, 2005.

The Tax Collector shall be required to furnish either a surety or collateral bond as required by the School Code of the Commonwealth of Pennsylvania.

Wilkes-Barre, PA
June 25, 2018

Ms. Thomas moved, seconded by Dr. Susek to adopt the Resolution.

The vote was as follows:

7 Ayes: Galella, Geiger, Patla, Susek, Thomas, Walker, Caffrey

Mr. Geiger presented Resolution #5

Real Estate Tax Collector for Wilkes-Barre City

BE IT RESOLVED, that approval be given to appoint Northeast Revenue Services, 15 Public Square, Wilkes-Barre, PA, collector of School Real Estate Taxes for Wilkes-Barre City for the fiscal year commencing July 1, 2018, at a commission of \$2.20 per taxable, \$0 per interim bill, plus postage per their proposal dated June 27, 2017.

In addition, it shall be the responsibility of the Tax Collector to comply with the duties and responsibilities of the position as contained in the Local Tax Collection Law, Act of May 25, 1945, P.L. 1050, No. 394, and the Pennsylvania Department of Community Affairs' "Tax Collectors Manual." The Tax Collector must also comply with the procedures and requirements of the District for tax collectors established in its resolution of January 12, 2005.

The Tax Collector shall be required to furnish either a surety or collateral bond as required by the School Code of the Commonwealth of Pennsylvania.

Wilkes-Barre, PA
June 25, 2018

Mr. Geiger moved, seconded by Rev. Walker to adopt the Resolution. The vote was as follows:
7 Ayes: Galella, Geiger, Patla, Susek, Thomas, Walker, Caffrey

Ms. Patla presented Resolution #6

Per Capita Tax Collectors

BE IT RESOLVED, that Berkheimer Associates be appointed to serve as collector of the Per Capita Tax for the fiscal year beginning July 1, 2018 at a rate of 25 cents per taxable individual plus postage, which will be the total cost to the School District. The Tax Collector is also authorized to collect delinquent Per Capita Tax, receiving total remuneration from the costs assessed to the delinquent taxable (i.e. at no cost to the School District).

Ms. Patla moved, seconded by Dr. Susek to adopt the Resolution. The vote was as follows:
7 Ayes: Galella, Geiger, Patla, Susek, Thomas, Walker, Caffrey

Summary of Minutes
Regular Board Meeting
June 25, 2018

Dr. Susek presented Resolution #7

Local Services Tax Collectors

BE IT RESOLVED, that Berkheimer Associates be appointed to serve as tax collector for the collection of the Local Services tax for the fiscal year beginning July 1, 2018 at a commission not to exceed 2.05 % of the gross amount of the tax collected and distributed to the school district.

Dr. Susek moved, seconded by Ms. Thomas to adopt the Resolution. The vote was as follows:
7 Ayes: Galella, Geiger, Patla, Susek, Thomas, Walker, Caffrey

Rev. Walker presented Resolution #8

WHEREAS, the recent death of **MELODY ELIAS** has brought sorrow to her family, friends, and all who knew her; and

WHEREAS, she is the mother of Michael Elias, principal of Mackin and Samuel Elias, Math teacher at E.L. Meyers High School. She was a proud alumna of E.L. Meyers High School and active in the alumni associations of the Meyers Classes of 1961 and 1963; and

WHEREAS, her passing on April 22, 2018 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 sons, Michael and Samuel; daughter, Lori; and to her entire family.

Wilkes-Barre, PA
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Rev. Walker moved to accept the Resolution by Acclamation.
All In Favor: Galella, Geiger, Patla, Susek, Thomas, Walker, Caffrey

New Business

Ms. Patla moved to do the Referendum, put it on the ballot and let the city decide.

There was no second, motion fails.

Report of the Solicitor

Attorney Wendolowski thanked the Board for the extension of his contract and noted that working with the School District is one of the highlights of his career.

Dr. Susek moved to adjourn.
President Caffrey adjourned the Meeting at 8:30 PM