

Summary of Minutes  
Regular Board Meeting  
January 8, 2018

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**President Joseph A. Caffrey** called the meeting to order at 6:37 PM.

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

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

9 MEMBERS PRESENT: Evans, Galella, Geiger, Patla, Quinn, Susek, Thomas, Walker, Caffrey

President Caffrey stated:

- The chair wishes to announce that the Board held an Executive Session prior to the Committee Meeting of January 8, 2018 and prior to the Regular Board Meeting of January 8, 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 November 15, 2017 and the Reorganization Meeting of December 4, 2017 and dispense with the reading of those minutes.

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

Thomas F. Telesz, Business Manager/Board Secretary, presented the Treasurer's Reports of September and October, 2017.

**WILKES-BARE AREA SCHOOL DISTRICT  
CASH ACCOUNT BALANCES  
MONTH ENDING SEPTEMBER 30, 2017**

**GENERAL FUND**

1	GENERAL FUND CHECKING - FNCB	\$	5,887,354.00
2	GENERAL FUND CASH CONCENTRATION - FNCB		28,060,637.29
3	FEDERAL PROGRAMS - FNCB		23,308.68
4	FEDERAL PROGRAMS CHAPTER 1 -FNCB		723,081.29
5	FNB BANK		443,720.72
6	FNB BANK		73,938.98
7	JANNEY MONTGOMERY SCOTT		1,691,815.87
8	PNC BANK		384,939.91
9	LPL FINANCIAL		828,832.42
10	EARNED INCOME TAX ACCOUNT-FNCB	4,558.38	
11	COMMONWEALTH INVESTMENT #1		11,719.30
12	REAL ESTATE TAX ACCOUNT - FNCB		-
13	LANDMARK CD		465,608.11
14	PLGIT EIT		825,580.37
15	ATHLETIC FUND-FNB BANK		122,616.36

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16	PAYROLL CHECKING-FNCB		1,522,610.10
17	PAYROLL CLEARING -FNCB		-
	<b>TOTAL GENERAL FUND</b>	<b>\$</b>	<b>41,070,321.78</b>
	<b>CAPITAL PROJECTS FUNDS</b>		
	2003 CAPITAL PROJECTS CASH CONCENTRATION-		
18	FNCB	\$	15,815,928.60
19	PNC BANK INVESTMENT		4,280,141.99
	<b>TOTAL CAPITAL PROJECTS FUNDS</b>	<b>\$</b>	<b>20,096,070.59</b>
	<b>FIDUCIARY FUNDS - TRUST AND AGENCY</b>		
	<b>TRUST FUNDS:</b>		
20	WHOLE LIFE GROUP TRUST-CITIZENS BANK	\$	168,375.93
21	COMMONWEALTH INVESTMENTS WHOLE LIFE		336,707.82
	<b>AGENCY FUNDS:</b>		
22	ELEMENTARY ACTIVITY FUND-Landmark BANK		119,123.52
23	SECONDARY ACTIVITY FUND-Landmark BANK		321,359.81
	<b>TOTAL FIDUCIARY - TRUST AND AGENCY FUNDS</b>	<b>\$</b>	<b>945,567.08</b>
	<b>PROPRIETARY FUND - FOOD SERVICE</b>		
24	FOOD SERVICE CHECKING ACCOUNT-Landmark Bank	\$	2,117,820.19
	<b>TOTAL PROPRIETARY FUND - FOOD SERVICE</b>	<b>\$</b>	<b>2,117,820.19</b>
	<b>DEBT SERVICE FUND</b>		
25	COMMONWEALTH INVESTMENTS DEBT SERVICE	\$	9,380.43
	<b>TOTAL DEBT SERVICE FUND</b>	<b>\$</b>	<b>9,380.43</b>

**WILKES-BARE AREA SCHOOL DISTRICT  
CASH ACCOUNT BALANCES  
MONTH ENDING OCTOBER 31, 2017**

**GENERAL FUND**

	\$
1 GENERAL FUND CHECKING - FNCB	(254,365.54)
2 GENERAL FUND CASH CONCENTRATION - FNCB	36,209,859.99
3 FEDERAL PROGRAMS - FNCB	168,410.62
4 FEDERAL PROGRAMS CHAPTER 1 -FNCB	435,309.89
5 FNB BANK	443,915.23
6 FNB BANK	73,971.39
7 JANNEY MONTGOMERY SCOTT	1,691,833.68
8 PNC BANK	385,055.03
9 LPL FINANCIAL	828,867.59
10 EARNED INCOME TAX ACCOUNT-FNCB	48,202.30
11 COMMONWEALTH INVESTMENT #1	11,730.28
12 REAL ESTATE TAX ACCOUNT - FNCB	-
13 LANDMARK CD	465,807.11
14 PLGIT EIT	826,144.25
15 ATHLETIC FUND-FNB BANK	135,112.82
16 PAYROLL CHECKING-FNCB	1,946,778.63
17 PAYROLL CLEARING -FNCB	-
	\$
<b>TOTAL GENERAL FUND</b>	<b>43,416,633.27</b>

**CAPITAL PROJECTS FUNDS**

	\$
18 2003 CAPITAL PROJECTS CASH CONCENTRATION-FNCB	15,746,592.08
19 PNC BANK INVESTMENT	4,280,141.99
	\$
<b>TOTAL CAPITAL PROJECTS FUNDS</b>	<b>20,026,734.07</b>

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**FIDUCIARY FUNDS - TRUST AND AGENCY**

**TRUST FUNDS:**

		\$
20	WHOLE LIFE GROUP TRUST-CITIZENS BANK	168,390.49
21	COMMONWEALTH INVESTMENTS WHOLE LIFE	337,023.25

**AGENCY FUNDS:**

22	ELEMENTARY ACTIVITY FUND-Landmark BANK	122,810.02
23	SECONDARY ACTIVITY FUND-Landmark BANK	307,692.63

		\$
	<b>TOTAL FIDUCIARY - TRUST AND AGENCY FUNDS</b>	<b>935,916.39</b>

**PROPRIETARY FUND - FOOD SERVICE**

		\$
24	FOOD SERVICE CHECKING ACCOUNT-Landmark Bank	1,723,211.15

		.
		\$
	<b>TOTAL PROPRIETARY FUND - FOOD SERVICE</b>	<b>1,723,211.15</b>

**DEBT SERVICE FUND**

		\$
25	COMMONWEALTH INVESTMENTS DEBT SERVICE	9,389.22

		\$
	<b>TOTAL DEBT SERVICE FUND</b>	<b>9,389.22</b>

**Ms. Thomas moved, seconded by Rev. Walker,** to adopt the Treasurer's Reports of September, 2017 and October, 2017. The vote was as follows:

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

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

## **Report of the Superintendent**

Dr. Costello welcomed everyone back for the start of the 2018 school year and noted it has been a cold start in regard to weather conditions. Dr. Costello noted that in the event of a wind chill advisory received from the National Weather Service, there will be a 2 hour delay for the start of the school day. Dr. Costello noted that in the event of a wind chill warning received from the National Weather Service, school will be closed.

Dr. Costello stated that all employees are directed if they notice any students in need of a warm coat, hat or gloves to email Dr. Rochelle Koury and she will be able to determine what is available and what services the District may be able to provide the student and or family during the winter season

Superintendent Costello shared with the Board and the Citizen's in attendance at the Board Meeting of January 8, 2018 a letter received from the Wilkes-Barre Housing Authority, extending their appreciation to the WBASD for the District's assistance in allowing the residents of Lincoln Plaza to use the facilities of G.A.R. High School following the recent fire at Lincoln Plaza.

Dr. Costello noted that Phase 1 & 2 of the environmental study on the Pagnotti site are now completed. The information provided from Borton and Lawson and Tetra Tech (consulting company, 3<sup>rd</sup> part review of the environmental study) has concluded that the site is suitable for school construction. During unfinished business, I (Dr. Costello) would ask that the Board consider a motion selecting the 80+/- acre Pagnotti site as the best location for meeting the needs for the construction of the new High School.

Superintendent Costello noted that at tonight's Board Meeting there will be a presentation from the Transition Committee. Dr. Costello further noted that the Transition Committee was formed to gather information and provide assistance with the upcoming school consolidation regarding athletics and extra-curricular activities. Dr. Costello stated that the Transition Committee consists of AD's, building administrators and District directors, many of whom have served as coaches within the District. Dr. Costello asked that it be noted that the information you are about to receive has been compiled by all members of the Transition Committee.

## **Transition Report**

Athletic Directors, Mike Namey and Corey Hanson presented the Transition Committee report as it relates to the current sports programs in Wilkes-Barre Area School District.

## **Communications from Citizens**

1. Bob Holden
2. Tracy Hughes

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

1. Presentation by Mike Namey and Corey Hanson was a good presentation.
2. The District needs feeder programs to get students involved in sports.
3. Transient student population is an issue in regard to the students who participate in sports.
4. Students become involved in traveling sports programs when there is a financial possibility to do so.
5. Has the District looked at other schools in the area in regard to the situation their sports programs are facing?
6. Sports involvement is a nationwide problem.
7. What is the District doing to encourage students to participate in sports programs?

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Superintendent, Dr. Brian Costello, Board President Joseph Caffrey, Board Members, John Quinn, Rev. Walker, and Athletic Directors, Mike Namey and Corey Hanson responded to questions/statements presented by the Citizens who addressed the Board.

**Unfinished Business**

**Ms. Thomas moved, seconded by Mr. Evans,** to select the 80-Acre +/- Pagnotti site in Plains Pennsylvania as the best location for the District's needs for the new High School and to authorize Alan Rosen and Olen Smith to update appraisal reports for the property. I further move that the Superintendent, Business Manager and Solicitor be authorized to extend an offer to acquire the property at the appraised values and to engage in negotiations with the Property Owner for acquisition of the site. The vote was as follows:

**8 Ayes:** Evans, Galella, Geiger, Quinn, Susek, Thomas, Walker, Caffrey

**1 Nay:** Patla

**LUZERNE INTERMEDIATE UNIT**

Mr. Galella stated the next meeting of the LIU will be held on January 24, 2018 at 6:30 PM. Mr. Galella noted that there will be a reduction in fees to the LIU in the amount of \$8000.

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

Mr. Quinn informed the Board the next meeting for the Wilkes-Barre Career and Technical Center will be on Monday, January 22, 2018.

There was no **CURRICULUM COMMITTEE REPORT**

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**BUDGET FINANCE /MATERIAL SUPPLIES COMMITTEE REPORT**

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

**A. ADMINISTRATIVE**

1. That approval be given to the below listed payments:

Mark J. Sobeck Roof Consulting Inc.	GAR Roof	Capital Projects	5750	\$1,867.00
Dunmore Roofing & Supply Co. Inc.	GAR Roof Project	Capital Projects	App. No. 10	\$6,959.18
Dunmore Roofing & Supply Co. Inc.	GAR Roof Project	Capital Projects	App. No. 11	\$64,211.90
Masonry Preservation Services, Inc.	GAR Pilot Phase Project	Capital Projects	App. No. 6	\$55,206.00
Borton Lawson	New H.S. Project	Capital Projects	2017-3091-001-0000001	\$2,308.90
Borton Lawson	New H.S. Project	Capital Projects	2017-3091-001-0000002	\$31,731.67
WKL Architecture	New H.S. Project	Capital Projects	WKL – WBASD New Plains Site #1	\$28,720.00
Borton Lawson	New H.S. Project	Capital Projects	2017-3091-001-0000003	\$19,562.90
WKL Architecture	New H.S. Project	Capital Projects	WKL – WBASD New Plains Site #2	\$48,070.00
TGL Engineering Inc.	New H.S. Project	Capital Projects	1	\$27,015.47
Borton Lawson	Pagnotti Property – Phase II ESA	Capital Projects	2017-3091-003	\$2,159.98
Borton Lawson	Study of 3 Sites	Capital Projects	BA 16-2233-004-BLA0005	\$2,907.15
Borton Lawson	Kistler Roof	Capital Projects	2017-3091-004-0000001	\$4,414.09
Borton Lawson	Kistler Roof	Capital Projects	2017-3091-004-0000002	\$3,004.32
Mark J. Sobeck Roof Consulting Inc.	Kistler Roof	Capital Projects	5799	\$744.00
Apollo Group, Inc.	GAR Exterior Facade	Capital Projects	PR No 11	\$1,081.60
Apollo Group, Inc.	New H.S. Project	Capital Projects	PR No 10	\$4,221.07
Apollo Group, Inc.	Coughlin Debris Removal	Capital Projects	PR No 04	\$371.80
Apollo Group, Inc.	Kistler Roof	Capital Projects	PR No 02	\$5,171.40
Apollo Group, Inc.	GAR Roof Project	Capital Projects	App No. 10	\$1,040.00

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

**8 Ayes:** Evans, Galella, Geiger, Quinn, Susek, Thomas, Walker, Caffrey

**1 Abstain:** Patla

There was no **ATHLETIC COMMITTEE REPORT**

**SAFETY AND SECURITY COMMITTEE REPORT**

Mr. Evans noted that there will be a Safety/Security Committee Meeting on Wednesday, January 17, 2018 at 10:00 AM.

**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 Flood Insurance coverage on District properties with Selective Insurance, effective February 13, 2018 at a cost of \$9,218 per location. Three (3) District properties are included in this coverage.
2. That ratification be given to the change order requests of Dunmore Roofing and Supply, Inc. in respect to the G.A.R. High School Roof Project.

Credit to eliminate 22 splash blocks      \$ (894.29)

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

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

**1 Nay:** Thomas - #1

**TRANSPORTATION COMMITTEE REPORT**

Mr. Quinn noted that the problem in regard to the bussing of Holy Redeemer students has been resolved.

**BUILDING MAINTENANCE COMMITTEE REPORT**

Ms. Thomas noted a Maintenance Committee Meeting will be scheduled in the upcoming week.

There was no **POLICY COMMITTEE REPORT**

There was no **PATHWAY/NEW CONSTRUCTION/TRANSITION REPORT**



**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. Professionals**

1. That the retirement of **Thomas Burke** be accepted with regret effective the end of the first semester of the 2017-18 school year.
2. That the retirement of **John Duda** be accepted with regret effective the end of the end of the 2017-18 school year.
3. That **Carol Hiscox's** request for a sabbatical leave for the second semester of the 2017-18 school year be approved.
4. That **Dana Krape's** request for a sabbatical leave for the second semester of the 2017-18 school year be approved.
5. That **James Butterwick's** status be changed to a permanent professional employee as a Secondary Social Studies Teacher effective December 11, 2017.
6. That **John Padilla** be appointed a day to day substitute as per a Memorandum of Understanding with The Wilkes-Barre Area Education Association effective December 4, 2017.
7. That **Mark Belles'** be appointed a temporary professional employee effective October 18, 2016.
8. That **Christine Edmondson** be appointed an Elementary Long Term Substitute Teacher effective December 14, 2017.
9. That **Regina Bertram** be appointed a Special Education Long Term Substitute effective November 6, 2017.
10. That **Shari Terran** be appointed a Special Education Long Term Substitute effective December 18, 2017 through the end of the 2017-18 school year.
11. That **Anthony Koval** be appointed a secondary science long term substitute for the second semester of the 2017-18 school year.
12. That **Heather Engle** be appointed an Elementary Education Long Term Substitute for the second semester of the 2017-18 school year.

13. That the following administrators receive the sub-contracted stipend set forth in the *PA PreK-4 Principal Instructional Leadership Collaboration Grant Program Budget*. Awarded Grant Funds will be expended to cover the stipends

**Hal Gabriel**, Principal mentor, \$750.00

**Melissa Myers**, Principal mentor, \$750.00

**Marlena Nockley**, Principal mentor, \$1,500.00

**Margo Serafini**, Principal mentor, \$3,000.00

**Robert Makaravage**, Projector Director, \$907.00

**Michele A. Williams**, Co-Director, \$907.00

#### **B. Secretaries and Teachers' Associates**

- a. That the resignation of **Jean Brodie** be accepted with regret.
- b. That **Patricia Shinko** be appointed as a 12.5 hour per week Kindergarten Aide.

#### **C. Custodians & Housekeepers**

1. That the resignation of **David Hess** be accepted with regret.
2. That **Amy Petrosky** be appointed a 25 hour per week Housekeeper.
3. That **David Bubblo** be appointed a 25 hour per week Housekeeper.

#### **D. Crossing Guard**

- a. That **Shannon Olsen** be appointed a substitute crossing guard.

#### **E. Athletics**

1. That the resignation of **Jennifer Thomas** as Meyers' Track & Field Junior High Assistant Coach be accepted with regret.
2. That the resignation of **Dominic Griffith** as Meyers Wrestling Varsity Assistant Coach be accepted with regret.
3. That the resignation of **Kevin Paul** as Meyers Wrestling Junior High Assistant Coach (1/2 pay) be accepted with regret.
4. That the resignation of **Barry Snyder** as GAR's Varsity Head Softball Coach be accepted with regret.

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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.

Meyers	Boys' Basketball	Volunteer Jr. High Asst. Coach	<b>Jalen Miller</b>
Meyers	Wrestling	Varsity Assistant Coach	<b>Matthew Lukashinsky</b>
Meyers	Wrestling	Jr. High Assistant Coach (1/2 Pay)	<b>Khalil Lewis</b>

**ADDENDUM**

**A. Custodians**

1. That the termination of Fred Blaum be approved effective 1-18-18.

**ADDENDUM**

**A. Custodians**

1. That **Dwayne Harrison** be appointed a Grade IV Head Custodian.

**ADDENDUM**

**A. Professionals**

1. The Board agrees to waive **Jessica Stork's** return to service requirement in Article XIX, Section 3 of the WBAEA Agreement for the yearlong sabbatical leave previously approved. The board further agrees to approve Jessica's request for an unpaid leave beginning on or about February 13, 2018 through the end of the 2017-18 school year. Jessica must return to service the start of the 2018-19 school year.
- **Was not Board approved**
2. That **Anthony Dominick** be appointed a Music Education Long Term Substitute for the second semester of the 2017-18 school year.

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

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

**9 Nays:** ADDENDUM - A – PROFESSIONALS - #1

Evans, Galella, Geiger, Patla, Quinn, Susek, Thomas, Walker, Caffrey

**Rev. Walker presented Resolution #1**

**RESOLUTION**

*WHEREAS, the Board of School Directors of the Wilkes-Barre Area School District has determined that there will be no increase in the rate of any tax for the support of its public schools for the 2017-2018 fiscal year by more than the Index established by the Department of Education (Department) for the District;*

*WHEREAS, the Index for the District is 3.4%;*

*WHEREAS, the Board of Directors of the Wilkes-Barre Area School District does hereby certify that the District will comply with the procedures as set forth in Section 687 of the Public School Code as it relates to the annual budget for the adoption of its proposed and final budget;*

*WHEREAS, the Board of School Directors certifies that increasing any tax at a rate less than or equal to the established index will be sufficient to balance its final budget;*

*WHEREAS, the Board of School Directors certify that the District will submit information on a proposed increase in the rate of a tax levied for the support of the public schools to the Department on a uniform form prepared by the Department no later than five (5) days after the adoption of this resolution;*

*WHEREAS, the Board of School Directors certify that a copy of this resolution adopted pursuant to Section 311 of the Taxpayer Relief Act of Special Session No. 1 of 2006 will be sent to the Department no later than five (5) days after the adoption of this resolution;*

*WHEREAS, the Board of School Directors recognize that the District shall not be eligible to seek referendum exceptions under Section 333 (f) of the Taxpayer Relief Act; and*

*WHEREAS, the Board of School Directors recognize that the Department shall compare the proposed percentage increase in the rate of the tax with the index; within ten (10) days of the receipt of the information as required, the Department shall inform the District whether the proposed tax rate increase is less than or equal to the index.*

*NOW, THEREFORE, BE IT RESOLVED, by the Board of School Directors of the Wilkes-Barre Area School District as follows:*

*The Board of School Directors adopts this RESOLUTION on the 8<sup>th</sup> day of January, 2018 indicating that it will not raise the rate of any tax for the support of its public schools for the 2018-2019 fiscal year by more than the index established by the Department of Education for the District of 3.4%.*

*DULY ADOPTED, by the Board of School Directors of this School District, this 8<sup>th</sup> day of January, 2018.*

*Wilkes-Barre Area School District  
Wilkes-Barre, Pennsylvania*

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Joseph A. Caffrey, President

Wilkes-Barre, Pa  
January 8, 2018  
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**Rev. Walker moved, seconded by Ms. Thomas** to adopt the Resolution.

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

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**New Business**

**Rev. Walker moved, seconded by Ms. Thomas**, requesting that the WBASD Board of Directors accept his (Rev. Walker) resignation as a Board Member of the Wilkes-Barre Area Career and Technical Center Board of Directors, effective immediately. The vote was as follows:

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

**Rev. Walker moved, seconded by Dr. Susek**, to appoint Melissa Patla to fill the remaining term of Rev. Walker as a Board Member of the Wilkes-Barre Area Career and Technical Center. The vote was as follows:

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

**Rev. Walker moved, seconded by Ms. Patla**, to appoint John Quinn to represent Wilkes-Barre Area School District on the TIF Committee of the Luzerne County Redevelopment Authority. The vote was as follows:

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

**Solicitors Report**

**Rev. Walker moved, seconded by Dr. Susek**, to approve the Special Education Settlement in regard to student CC. The vote was as follows:

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

**Rev. Walker moved, seconded by Ms. Thomas**, to approve the Special Education Settlement in regard to student ZH. The vote was as follows:

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

**President Caffrey** adjourned the Meeting at 8:16 PM