

Summary of Minutes
Regular Board Meeting
Wednesday, July 11, 2012

The Board of Education of the Wilkes-Barre Area School District held a Regular Board Meeting on Wednesday, July 11, 2012. **President, Maryanne W. Toole** called the meeting to order at 6:04 PM.

Deputy Superintendent Dr. Bernard Prevuznak led the Pledge of Allegiance to the Flag.

Board Secretary Leonard B. Przywara called the roll.

9 MEMBERS PRESENT: Corcoran, Elmy, Evans, Galella, Katsock, Latinski, Quinn, Susek, Toole

President Toole stated:

- The Chair wishes to announce that the Board held an Executive Session following the Special Board Meeting of June 28, 2012 and following the Committee Meeting of July 9, 2012 and prior to the Regular Board Meeting of July 11, 2012.

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

Ms. Evans moved, seconded by Mr. Latinski, to approve the minutes of the Regular Board Meeting of June 13, 2012 and the Special Board Meeting of June 28, 2012 and dispense with the reading of those minutes.

The vote was as follows:

All In Favor: 9 Ayes: Corcoran, Elmy, Evans, Galella, Katsock, Latinski, Quinn, Susek, Toole

Treasurer's Report

Mr. William Keating, FNCB, presented the Treasurer's Report for the month ending May 31, 2012.

Ms. Evans moved, seconded by Miss Katsock, to accept the Treasurer's report for the month ending May 31, 2012. The vote was as follows:

9 Ayes: Corcoran, Elmy, Evans, Galella, Katsock, Latinski, Quinn, Susek, Toole

There were **no bids to be opened**

There was no **Unfinished Business**

There were no **Communication from Superintendent**

Prior to the Citizens addressing the Board, President Toole noted that the Board of Directors adopted a new policy regarding Citizens addressing the Board. The Policy was adopted at the Special Board Meeting of June 28, 2012. The new Policy will allow Citizens to address the Board for a total of seven (7) minutes, which will include any communication between Citizen and Board Member/Members.

Summary of Minutes
Regular Board Meeting
Wednesday, July 11, 2012

Communications from Citizens

1. Bob Kadluboski, Wilkes-Barre, Pa

a. Mr. Kadluboski asked the Board to consider changing the rule that requires Citizens to register to address the Board. Mr. Kadluboski requested that the requirement to be registered no later than five (5) minutes prior to the scheduled time of the Board Meeting be removed.

b. Mr. Kadluboski distributed questions to Attorney Wendolowski, Dino Galella and John Quinn, requesting that answers to those questions be provided to the Citizens Voice and Times Leader.

c. Mr. Kadluboski asked Attorney Wendolowski if his contract would be addressed at this evenings Board Meeting (July 11, 2012) and inquired if Dr. Namey had contacted any or all Board Members to solicit votes on Attorney Wendolowski's behalf. Mr. Kadluboski requested that Attorney Wendolowski provide answers to the questions, to the Citizens' Voice, the Times Leader and himself (Mr. Kadluboski).

Mrs. Toole informed Mr. Kadluboski that there was a Resolution on the agenda for tonight's Board Meeting (July 11, 2012) regarding a contract for Attorney Wendolowski.

d. Mr. Kadluboski asked Attorney Wendolowski if the Forensic Audit was completed.

President Toole stated that she believed that the Forensic Audit was completed and asked Board Secretary/Business Manager, Leonard Przywara if the Forensic Audit was completed.

Board Secretary/Business Manager, Leonard Przywara, confirmed that the Forensic Audit was completed and the "Forensic Audit Report" should be available in August.

Mr. Kadluboski asked the Board not to consider a legal contract until the "Forensic Audit Report" had been received and reviewed. Mr. Kadluboski also asked if any attorney/attorneys had contacted Dr. Namey in respect to being considered as the Solicitor for Wilkes-Barre Area School District.

President Toole stated, in the absence of Dr. Namey, that according to Dr. Namey he was not contacted, however, Mrs. Toole indicated that was a question Mr. Kadluboski should address to Dr. Namey.

e. Mr. Kadluboski asked Board Member Dino Galella if he had solicited votes for a job for his daughter from any or all Board Members and requested that Mr. Galella provide an answer to the question to the Citizens' Voice, the Times Leader and himself (Mr. Kadluboski).

f. Mr. Kadluboski asked Board Member John Quinn if he had solicited any or all Board Members in regard to a job for his son. Mr. Kadluboski stated that Mr. Quinn's son was fired years ago from Wilkes-Barre Area School District and he (Mr. Kadluboski), heard that Mr. Quinn's son would not be hired in the future. Mr. Kadluboski requested that Mr. Quinn provide an answer to the question, to the Citizens' Voice, the Times Leader and himself (Mr. Kadluboski).

2. Sam Troy, 95 Joseph Lane, Wilkes-Barre, PA

a. Mr. Troy stated that in light of the fact that the Board went into Executive Session prior to the Citizens addressing the Board at the Regular Board Meeting of June 13, 2012, he would like to be afforded additional time at this evenings Board Meeting (July 11, 2012).

There was not a motion to grant Mr. Troy additional time.

Summary of Minutes
Regular Board Meeting
Wednesday, July 11, 2012

Mr. Troy referred to an article in the Citizens Voice regarding the commitment of the Board in regard to transparency. Mr. Troy expressed to the Board that it is his opinion that this Board needs a stronger commitment to transparency, considering the amount of Executive Sessions held. Mr. Troy stated that at the Board Meeting of June 13, 2012, when Attorney Wendolowski suggested the Board go into Executive Session during the presentation of Attorney Harry Mattern, regarding a tax issue, he (Mr. Troy) stated he feels Attorney Wendolowski has too much leverage. Mr. Troy went on to state that it did not appear that there were issues of litigation in regard to Attorney Mattern or his client.

Attorney Wendolowski informed Mr. Troy that the Board has a legal right to enter into Executive Session when there is an issue that involves threatened or actual litigation. Attorney Wendolowski stated that there was correspondence in regard to Attorney Mattern's client that indicated possible litigation.

Mr. Troy also expressed to the Board that additional and specific information should be provided to the public regarding what was discussed in Executive Sessions.

President Toole informed Mr. Troy that issues discussed in Executive Sessions are related to matters of employee relations, labor negotiations and/or threatened or actual litigation and any of those issues would dictate that they be discussed in Executive Session to protect the privacy of those individuals involved.

Mr. Troy stated to the Board that he would encourage the Board to postpone the appointment of a new Superintendent and indicated that the Board should not consider a contract for an incoming Superintendent that is similar or the same as the contract of Dr. Namey. Mr. Troy further stated that this Board voted for a 1% tax increase, when in his opinion, there should not have been any tax increase.

President Toole informed Mr. Troy that he was incorrect when he stated that this Board voted for a 1% increase in taxes. Mrs. Toole further informed Mr. Troy that four (4) Board members voted "NO" for the 2012-2013 Budget and she (President Toole), Ms. Evans, Miss Katsock and Dr. Susek, were the four (4) Board members who were not in favor of the 2012-2013 Budget.

Mr. Troy acknowledged to the Board that he was pleased to see that the Board was giving notice to the Health Trust Consortium of a possible pull out in 2013, however, Mr. Troy suggested that those Board members who voted "NO" for the 2012-2013 Budget, consider a co-pay for Administrators and a significant reduction in the amount of sport supplies that are purchased by the District.

Ad Hoc Hiring Policy Committee

Dr. Corcoran informed the Board that the proposed Hiring Policy was presented to the Board and included in the Summary of Minutes of the Regular Board Meeting of June 13, 2012.

Ad Hoc Facilities Committee

Dr. Susek informed the Board that the facilities Ad Hoc Committee was scheduled to meet on Monday, July 17, 2012 at Solomon/Plains Jr. High and would be touring the Solomon/Plains Complex.

LUZERNE INTERMEDIATE UNIT

Ms. Katsock informed the Board that Mr. Hal Bloss has retired and the new Executive Director is Dr. Anthony Grieco.

WILKES-BARRE AREA CAREER AND TECHNICAL CENTER

Mr. Latinski stated that the minutes of the previous month's meeting of the Wilkes-Barre Area Career and Technical Center have been provided to the Board of Directors of Wilkes-Barre Area School District.

CURRICULUM COMMITTEE REPORT

Mr. Latinski presented the following report and recommendations for the Board’s approval:

1. That approval be given to contract for Aesop Services (Electronic Substitute Calling) with Frontline Placement Technologies, Inc., 397 Eagleview Blvd., Exton, PA for the 2012-2013 school year at an estimated cost of \$8,460.00.
2. That Policy No. 815, entitled “Acceptable Use of Computer Network and the Internet”, with addendums 1 and 2 attached thereto be adopted by the Board of Education. A complete copy of the policy (Exhibit “A”) is on file in the Office of the Board Secretary, and incorporated into this resolution with full force and effect as if same had been pronounced in its entirety herein.

Mr. Latinski moved, seconded Ms. Evans, to adopt the report. The vote was as follows:

9 Ayes: Corcoran, Elmy, Evans, Galella, Katsock, Latinski, Quinn, Susek, Toole

BUDGET FINANCE COMMITTEE REPORT

Dr. Corcoran presented the following report and recommendations for the Board’s approval:

A. ADMINISTRATIVE

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

Contractor	Project	Fund	Cert/Applic. Invoice #	Payment Due
A&E Group, Inc.	E.L. Meyers Water Line Modification	Capital Projects	11-237-01	\$1,012.50
Apollo Group, Inc.	E.L. Meyers Boiler Room Building Roof	Capital Projects	02	\$885.52
Apollo Group, Inc.	E.L. Meyers Update Geotechnical Report	Capital Projects	02	\$304.20
Apollo Group, Inc.	E.L. Meyers Water Line Repairs	Capital Projects	01	\$2,656.24
Geo-Science Engineering Co., Inc.	E.L. Meyers Engineering Services	Capital Projects	011293	\$52,798.50
TCI Environmental Services, Inc.	E.L. Meyers Water Pipe Insulation	Capital Projects	8035	\$915.00
TCI Environmental Services, Inc.	E.L. Meyers Basement Water Line	Capital Projects	8036	\$2,040.00

2. That approval be given to enter into a contract with the Wilkes-Barre Area Career & Technical Center to Provide Data Processing Services to the Wilkes-Barre Area School District for the 2012-2013 school year as follows:

Financial Management System	\$1,000.00
Payroll Accounting System	\$1,000.00

Summary of Minutes
Regular Board Meeting
Wednesday, July 11, 2012

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

PROPERTY OWNER	ADDRESS	EFFECTIVE DATE
Joseph J. Brice	49 Hillard Street Wilkes-Barre, PA	March 9, 2012

4. That ratification be given to the Repository Tax Sales by Northeast Revenue Services, LLC, as agent for the Luzerne County Tax Claim Bureau as follows:

OWNER	PARCEL No.	PROPOSED BID
Randolph Monique 351 N. Washington Street Wilkes-Barre, PA	73-H10NW4-020-009-000	\$500.00
Samuel Lennox 353 N. Washington Street Wilkes-Barre, PA	73-H10NW4-020-010-000	\$500.00
Kevin & Kimberly Green 14 Madison Street Wilkes-Barre, PA	73-H10NW4-023-052-000	\$500.00
Kevin & Kimberly Green 14 Madison Street Wilkes-Barre, PA	73-H10NW4-023-051-000	\$500.00
Samuel J. Michael Farley lane Wilkes-Barre, PA	73-19NE2-018-014-000	\$817.25

B. FEDERAL

That, in accordance with the authority of the Board, the following Federal Project wire transfers #122 and Chapter I wire transfers #1001-1011 *and checks #565-569 and checks 1111-1112* were drawn for payment since the last regular meeting of the Board of Education held on June 13, 2012 be approved.

- C. That payment be approved for the following General Fund wire transfers #1742-1761 and checks #28443-28495 and Food Service checks #1973-2016 which were drawn for payment since the last regular meeting of the Board of Education held on June 13, 2012.

- D. That the checks listed on the following pages # 28496-28553 which have been inspected be approved and that orders be drawn for the respective amounts set down opposite the names of persons or firms.

Dr. Corcoran moved, seconded by Ms. Evans, to adopt the report. The vote was as follows:

9 Ayes: Corcoran, Elmy, Evans, Galella, Katsock, Latinski, Quinn, Susek, Toole

3 Nays: Corcoran, Elmy, Katsock – A - #1

ATHLETIC COMMITTEE REPORT

Ms. Evans presented the following report and recommendations for the Board's approval:

1. That the Sports Medicine Service Agreement with Geisinger Wyoming Valley Medical Center, Wilkes-Barre, PA and Geisinger Medical Center, Danville, PA be renewed for a one (1) year term beginning August 1, 2012 at the same terms and conditions of the existing agreement, with no increase in cost.

Ms. Evans moved, seconded by Miss Katsock, to adopt the report. The vote was as follows:

8 Ayes: Elmy, Evans, Galella, Katsock, Latinski, Quinn, Susek, Toole

1 Nay: Corcoran

There was no **TRANSPORTATION/SAFETY COMMITTEE REPORT**

CONTRACTED SERVICES COMMITTEE REPORT

Dr. Susek presented the following report and recommendations for the Board's approval:

1. That the contract with A&E Group, Inc., 140 Maffet Street, Wilkes-Barre, PA, to provide architectural services required for the Water Line Replacement Project at E.L. Meyers High School be revised to include the cost to modify the existing CAD drawings of this same school building. This revision results in an additional project cost of \$1,012.50. The new contract price is \$39,252.50.
2. That approval be given to renew the Mine Subsidence Insurance coverage on District buildings with the Department of Environmental Protection, P.O. Box 8462, Harrisburg, PA 17105. The insurance coverage on each building shall remain at \$500,000.00, the maximum amount allowed at an annual premium of \$257.50 per building.
3. That a contract be awarded to Site Pro Surveying, 419 Country Club Road, Dallas, PA 18612 to perform a survey of District property, situated on Empire Street, Wilkes-Barre, PA at a cost of \$6,320.00.

ADDENDUM

1. That the Purchasing Agent be authorized to advertise for the solicitation of quotes in respect to the sale of the District's Transportation Equipment (School Busses).

Dr. Susek moved, seconded by Ms. Evans, to adopt the report. The vote was as follows:

9 Ayes: Corcoran, Elmy, Evans, Galella, Katsock, Latinski, Quinn, Susek, Toole

3 Nays: Corcoran, Elmy, Katsock, item #1

BUILDING & GROUNDS COMMITTEE REPORT

Dr. Susek presented the following report and recommendations for the Board's approval:

1. REQUESTS FOR USE OF SCHOOL FACILITIES:

COUGHLIN HIGH SCHOOL

- a. Educational Testing Services requests permission to lease classrooms and cafeteria at Coughlin High School to use at its regional testing center for SAT I and SAT II college entrance exams from 7:00 AM to 2:00 PM on the following dates:

Saturday, October 6, 2012	Saturday, January 26, 2013
Saturday, November 3, 2012	Saturday, March 9, 2013
Saturday, December 1, 2012	Saturday, May 4, 2013
	Saturday, June 1, 2013

2. Requests for USE OF GYMS, STADIUMS & FIELDS:

WILKES-BARRE MEMORIAL STADIUM

- a. Mini Mohawks requests permission to use Wilkes-Barre Memorial Stadium on the following dates:

August 26, 2012	September 30, 2012
September 2, 2012	October 7, 2012
	November 4, 2012 – Senior Bowl

- b. Heights Packers requests permission to use Wilkes-Barre Memorial Stadium on the following dates:

August 19, 2012	October 14, 2012 - Playoffs
September 9, 2012	November 4, 2012 – Senior Bowl
September 16, 2012	
September 23, 2012	

COUGHLIN HIGH SCHOOL

- a. Suzanne McCabe, Director, of Conference and Event Services and College Discovery Program, King's College requests the use of the field located at the corner of East Union and North Washington Streets on July 24, 25 and 27, 2012 from 1:15 PM to 2:15 PM. Kings College is hosting the Royal School of Church Music and would utilize the field on the above listed dates for outdoor activities. The Royal School of Church Music will provide Wilkes-Barre Area School District proof of insurance.

Dr. Susek moved, seconded by Ms. Evans, to adopt the report. The vote was as follows:

All In Favor: 9 Ayes: Corcoran, Elmy, Evans, Galella, Katsock, Latinski, Quinn, Susek, Toole

There was no **LEGISLATIVE /FEDERAL REPORT**

MATERIAL SUPPLIES COMMITTEE REPORT

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

That having inspected the bids opened on June 14, 2012 that the award is made to the following bidders:

1.	<u>ENTRY MATS SERVICE</u>		
	Tri-State Industrial Laundry	\$485.29/delivery	\$10,676.38/yr.
		(Other bids received)	
	Unifirst Corp.	\$553.32/delivery	\$12,173.04/yr.
	Royal Carpet Rental	\$637.00/delivery	\$14,014.00/yr.
2.	<u>ANNUAL BOILER SERVICE</u>		
	Mechanical Service Co.	\$12,820.00	
		(Other bids received)	
	United Heating & AC	\$19,220.00	
	Troy Mechanical	\$22,580.00	
	Aircon Service	Did not bid on all buildings	
	McClure Co.	\$27,900.00	
3.	<u>MOPHEAD SERVICE</u>		
	Royal Carpet Rental	\$332.26/mo.	\$3,987.10/yr.
		(Other bids received)	
	Tri-State Industrial Laundry	\$361.47/mo.	\$4,337.58/yr.
	Dempsey Uniform & Linen	\$639.93/mo.	\$7,679.10/yr.

Ms. Latinski moved, seconded by Ms. Evans, to adopt the report. The vote was as follows:

9 Ayes: Corcoran, Elmy, Evans, Galella, Katsock, Latinski, Quinn, Susek, Toole

1 Abstain: Katsock - #3

PERSONNEL COMMITTEE REPORT

Dr. Susek presented the following report and recommendations for the Board's approval:

All appointments are made pending receipt of required clearances.

A. Professional

1. That **Nicole Lewis** be granted maternity leave under FMLA beginning October 17, 2012 through January 1, 2013.
2. That the status of **Mark Umpred** be changed from a long term substitute to a permanent professional employee, effective August 27, 2012, and be placed on Step 2 of the Collective Bargaining Agreement for the 2012-2013 school year.

B. CLASSIFIED

Secretarial

1. That the retirement of **Valerie Manfre** be accepted with regret, effective September 10, 2012.

Custodial/Maintenance

1. That the retirement of **Patrick Cusick** be accepted with regret, effective September 28, 2012.

Food Service

1. That the following Food Service employees be appointed to do cleaning and maintenance work in the District for an eight week period at a maximum of 34 hours per week, beginning June 18, 2012.

Karen Charnichko

Linda Koch

Mary Ann Susek

C. School Athletic Program

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:

1. That **Maureen Lisman** be appointed girls varsity soccer assistant coach at Meyers High school.

Dr. Susek moved, seconded by Ms. Evans, to adopt the report. The vote was as follows:

9 Ayes: Corcoran, Elmy, Evans, Galella, Katsock, Latinski, Quinn, Susek, Toole

3 Nays: Evans, Katsock, Toole – B – Classified – Food Service - #1

1 Abstain: Susek – B – Classified – Food Service - #1

New Business

At this time, Board Member, Lou Elmy, asked if Apollo Group Inc. is the Project Manager on every project and also inquired as to who notifies them of projects.

President Toole replied that Apollo Group Inc. is designated as the Construction Manager and are notified of any construction issues/concerns within the Wilkes-Barre Area School District.

Mr. Latinski presented Resolution #1

RESOLUTION

APPOINTMENT OF DR. BERNARD S. PREVUZNAK AS INTERIM SUPERINTENDENT

BE IT RESOLVED THAT Dr. Bernard S. Prevuznak be appointed as the Interim Superintendent of the Wilkes-Barre Area School District for a period not to exceed one (1) year, effective September 1, 2012 in accordance with the terms and conditions as set forth in the Contract for Employment of the Interim Superintendent.

July 11, 2012

Mr. Latinski moved, seconded by Dr. Corcoran to adopt the resolution. The vote was as follows:

9 Ayes: Corcoran, Elmy, Evans, Galella, Katsock, Latinski, Quinn, Susek, Toole

At this time Deputy Superintendent, Dr. Bernard Prevuznak, expressed his gratitude to the Board for the appointment as the Interim Superintendent of the Wilkes-Barre Area School District. Dr. Prevuznak noted that he will do everything possible to assist the Board during the Interim Process.

Ms. Evans presented Resolution #2

RESOLUTION

APPOINTMENT OF RAYMOND P. WENDOLOWSKI, ESQUIRE AS SOLICITOR

BE IT RESOLVED THAT Raymond P. Wendolowski, Esquire be appointed the School District Solicitor for the 2012-2013 school year, effective July 1, 2012.

AND BE IT FURTHER RESOLVED that the fee associated with this position be set at \$16,250.00 per month.

July 11, 2012

Ms. Evans moved, seconded by Mr. Latinski/Dr. Susek to adopt the resolution. The vote was as follows:

8 Ayes: Corcoran, Elmy, Evans, Galella, Latinski, Quinn, Susek, Toole

1 Nay: Katsock

Summary of Minutes
Regular Board Meeting
Wednesday, July 11, 2012

Communications from Solicitors

Attorney Wendolowski expressed his gratitude to the Board for his appointment as School District Solicitor for the 2012-2013 school year.

Report of the Secretary

Special Meeting for General Purposes

Monday, July 30, 2012 – 5:00 PM

August Board Meetings

Committee Meeting
Monday August 13, 2012 – 6:30 PM

Regular Board Meeting
Wednesday, August 15, 2012 – 6:00 PM

Ms. Evans moved, seconded by Mr. Elmy, to adjourn the Meeting.

President Toole adjourned the Meeting at 6:45 PM.