

Summary of Minutes
Regular Board Meeting
November 17, 2016

President Joseph A. Caffrey called the meeting to order at 5:30 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, Katsock, 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 November 17, 2016 and prior to the Regular Board Meeting of November 17, 2016.
- THE SUBJECTS DISCUSSED IN EXECUTIVE SESSION RELATED SOLELY TO MATTERS OF EMPLOYEE RELATIONS, LABOR NEGOTIATIONS, AND/OR THREATENED OR ACTUAL LITIGATION.

Miss Katsock moved, seconded by Ms. Thomas, to approve the minutes of the Regular Board Meeting of October 17, 2016 and dispense with the reading of those minutes.

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

Thomas F. Telesz, Business Manager/Board Secretary, presented the Treasurers Report for the month ending July 31, 2016.

WILKES-BARRE AREA SCHOOL DISTRICT
CASH ACCOUNT BALANCES
MONTH ENDING JULY 31, 2016

GENERAL

FUNDS

GENERAL FUND CHECKING - FNCB	(\$47,398.59)
GENERAL FUND CASH CONCENTRATION - FNCB	\$6,205,638.71
FEDERAL PROGRAMS - FNCB	\$62,763.70
FEDERAL PROGRAMS CHAPTER 1 -FNCB	\$627,548.44
FNB BANK	\$441,730.64
FNB BANK	\$73,607.38
JANNEY MONTGOMERY SCOTT	\$710,651.56
PNC BANK	\$1,536,495.38
PNC BANK INVESTMENT	\$0.00
LPL LINSKO PRIVATE LEDGER	\$828,660.41
EARNED INCOME TAX ACCOUNT-FNCB	\$41,939.80
COMMONWEALTH INVESTMENT #1	\$11,616.24
REAL ESTATE TAX ACCOUNT - FNCB	(\$12,586.84)
LANDMARK CD	\$462,784.90
PLGIT EIT	\$820,863.89
TOTAL GENERAL FUND	\$11,764,315.62

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SPECIAL REVENUE FUNDS	
2003 CAPITAL PROJECTS CASH CONCENTRATION-FNCB	\$10,375.37
ATHLETIC FUND-FNB BANK	\$58,383.56
TOTAL SPECIAL REVENUE FUND	\$68,758.93
TRUST AND AGENCY FUNDS	
PAYROLL CHECKING-FNCB	\$503,212.08
PAYROLL CLEARING -FNCB	\$262.82
WHOLE LIFE GROUP TRUST-CITIZENS BANK	\$190,162.07
ELEMENTARY ACTIVITY FUND-Landmark BANK	\$112,977.22
SECONDARY ACTIVITY FUND-Landmark BANK	\$244,572.09
COMMONWEALTH INVESTMENTS #5	\$333,747.05
TOTAL TRUST AND AGENCY FUND	\$1,384,933.33
FOOD SERVICE FUND	
CHECKING ACCOUNT-Landmark Bank	\$2,145,248.15
TOTAL FOOD SERVICE FUND	\$2,145,248.15
DEBT SERVICE FUND	
COMMONWEALTH INVESTMENTS #7	\$9,297.54
TOTAL DEBT SERVICE FUND	\$9,297.54

Miss Katsock moved, seconded by Rev. Walker, to adopt the Treasurers Report of July 31, 2016.

The vote was as follows:

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

Report of the Superintendent

At this time Superintendent, Brian Costello presented the Wilkes-Barre Area School District "Excellence In Education Award" to Jeffrey Vergara and made the following remarks.

The Excellence in Education Award

In continuance of recognizing excellence in education I would ask that Jeffrey Vergara to please come up at this time.

Jeff, is a senior at Meyers High School who not only excels in academics, but has established himself as a true leader and role model among his peers.

Recently Jeff was one of a select number of students chosen to attend "Grad Nation" and speak about his journey to excellence. His talk was inspirational and heart felt as he described the effort that it took to improve and move forward in a positive direction.

In honor of your dedication to education, your inspiration, and overall achievement. On behalf of the Wilkes Barre Area School District, in the spirit of excellence we would like to present you with this award.

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

There was no **Unfinished Business**

Communications from Citizens

1. Bob Holden
2. Missy Etzel
3. Richard Holodick
4. Cody Robinholt
5. Kim Borland
6. Joe Borland
7. Tracy Hughes

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

1. Jeff Vergara is what education is all about.
2. Teachers, families and community should all work together toward all students being achievers.
3. Paper was submitted to the District in 2002 and if the District followed the suggestions given in 2002, the District would not be where they are today.
4. Not all Board members received the submitted paper in 2002. Some Board members were restricted from receiving communications.
5. Suggestion that the Board meet with Bancroft.
6. Will the Board consider visiting PS Dupont School?
7. The possibility of forming a Committee to recognize students who intend to serve in the Armed Forces.
8. Hopes for a greater sense of transparency.
9. If Meyers High School was not safe two years ago, how is it possible that it is now safe for a performing Arts Center?
10. Since the District is in dire financial straits, with no functioning libraries, how is it possible to build a new stadium?
11. Concerns in regard that the consultant at the zoning hearing would not disclose his fee.
12. Disrespectful and upsetting that Act. 34 Hearing is scheduled at 4:00 PM, the Tuesday before Thanksgiving and scheduled to be held in Plains.
13. Is there an update on the status of PlanCon?
14. Why have the Board Meeting times been changed to begin at 6:00PM.?
15. Why are Board meetings always scheduled in Plains? There are other schools in the Wilkes-Barre Area School District where meetings could be held.
16. Are there District cut offs for different schools and when will you begin the process of re-districting for the new school?
17. Will there be a neutral zone?

Superintendent Brian Costello, Board President; Joseph Caffrey, Solicitor Ray Wendolowski, responded to the various questions/statements presented by the Citizens who addressed the Board.

LUZERNE INTERMEDIATE UNIT

Miss Katsock informed the Board that the next meeting of the LIU is scheduled for November 21, 2016 at 6:30 PM.

WILKES-BARRE AREA CAREER AND TECHNICAL CENTER

Mr. Quinn informed the Board that the next meeting of Wilkes-Barre Area Career and Technical Center will be held on Monday, December 19, 2016 at 6:30 PM.

CURRICULUM COMMITTEE REPORT

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

1. That approval be given for the submission of the 2017-2020 Wilkes-Barre Area School District’s Comprehensive Plan to the Pennsylvania Department of Education pending the 28 day public review period.
2. That approval be given to the addendum of the Services Agreement with Step By Step Learning, LLC with offices in Whitehall, Lehigh County, PA. to provide a Multi Tiered System of Support professional development model that requires that the Client’s teachers and Administration participate.

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

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

BUDGET FINANCE COMMITTEE REPORT

Miss Katsock presented the following report and recommendations for the Board’s approval:

A ADMINISTRATIVE

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

Environmental Abatement Assoc. Inc.	Coughlin – Asbestos Abatement	Capital Projects	16-020-11	\$7,005.00
Environmental Abatement Assoc. Inc.	Coughlin – Asbestos Abatement	Capital Projects	16-020-12	\$7,710.00
Apollo Group, Inc.	GAR Shop	Capital Projects	AGI-15044-WBASP #2	\$1,429.51
Apollo Group, Inc.	GAR Re-Roofing	Capital Projects	AGI-16035-WBASP #2	\$659.13
Apollo Group, Inc.	GAR Chiller Tower	Capital Projects	AGI-16039-WBASP #1	\$338.00
Apollo Group, Inc.	Kistler Addition	Capital Projects	App. No. 12	\$17,100.03
Borton Lawson	Kistler Addition	Capital Projects	BA15-1729-002-BLA0015	\$32,771.60
TGL Engineering, Inc.	Coughlin Demolition	Capital Projects	#9	\$8,000.00
Apollo Group, Inc.	New High School	Capital Projects	App. No. 15	\$20,121.00
Borton Lawson	New High School	Capital Projects	BA15-1729-003-BLA0016	\$9,485.00
TGL Engineering, Inc.	New High School	Capital Projects	#16	\$10,000.00
WKL Architecture	New High School	Capital Projects	#17	\$54,000.00
Sargent Enterprises	Meyers Asbestos Abatement	Capital Projects	App. No. 2 (Final)	\$1,275.00
Apollo Group, Inc.	Meyers Walkway/Tunnel	Capital Projects	AGI-16031-WBASP #2	\$574.60

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Callahan Construction	Meyers Walkway/Tunnel	Capital Projects	App. No. 1	\$6,250.00
Callahan Construction	Meyers (Stairs) Walkway/Tunnel	Capital Projects	App. No. 1	\$23,800.00
Apollo Group, Inc.	Solomon/Plains Athletic Complex	Capital Projects	AGI-16038-WBASD #1	\$523.90
Apollo Group, Inc.	WBASD Maintenance Plan	Capital Projects	AGI-15019-WBASD #9	\$169.00

B. FEDERAL

That, in accordance with the authority of the Board, the following Federal AP Checks #1572-1583 and Federal Wire transfer #201600265 and Chapter I AP checks #1614-1638 and Chapter I Wire Transfers #201600266-201600281 from October 1, 2016 through October 31, 2016 were drawn for payment since the last regular meeting of the Board of Education held on October 17, 2016 be approved.

- C. That payment be approved for the following General Fund Wire Transfers #201610447-201610461 from October 1, 2016 through September 30, 2016 and General Fund checks, #43722-43984 and Food Service Checks #2826-2842 which were drawn for payment since the last regular meeting of the Board of Education held on September 12, 2016.
- D. That the checks listed on the following pages #43985 to 44121 which have been inspected be approved and that orders be drawn for the respective amounts set down opposite the names of persons or firms.

Miss Katsock moved, seconded by Mr. Galella, to adopt the report. The vote was as follows:
9 Ayes: Evans, Galella, Geiger, Katsock, Quinn, Susek, Thomas, Walker, Caffrey
1 Nay: Katsock: A #1

There was no **ATHLETIC COMMITTEE REPORT**

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

CONTRACTED SERVICES COMMITTEE REPORT

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

1. To ratify the renewal for the District's School Leaders' Legal Liability Insurance, with a \$ 1,000,000.00 limit of liability for the period of November 16, 2016 to November 16, 2017 with PSBA Insurance Trust at a premium in the amount of \$35,634.00.
2. That approval be given to enter into a contract with the Western Pennsylvania School for the Deaf, 300 East Swissvale Avenue, Pittsburgh, PA 15218-1469 to transport district students to WPSD at a yearly rate of \$5,500.00 per child.
3. That approval be given to engage the services of Berkheimer One Source to manage the processing, printing and mailing of the 2016 "Homestead/Farmstead Act-1 Application" as required by the taxpayer Relief Act 1 of Special Section 1 of 2006. The cost of these services is .514 per application, plus postage.

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4. That approval be given to enter into contract with A & E Group in the amount of \$6,667.50 for design services for the G.A.R Chiller Project. This award is based on the recommendation of the Apollo Group, Inc., the District's Construction Manager.
5. That approval be given to enter into contract with Borton Lawson Architecture for design services for the Solomon/Plains Athletic Complex. The fee will range between 2.20% and 4.25 %, depending on construction cost and an additional fee of \$25,500 for land development. This award is based on the recommendation of the Apollo Group, Inc., the District's Construction Manager.
6. That approval be given to proceed with the design and bidding for the removal and replacement of six steel beams, metal deck and concrete at the Meyers elevated walkway. This is based on the recommendation of the Apollo Group, Inc., the District's Construction Manager.
7. That approval be given to enter into contract with Ambech Inc., in the amount of \$77,500 for the G.A.R. Mold Remediation/Asbestos Abatement Project. This award is based on the recommendation of the Apollo Group, Inc., the District's Construction Manager.
8. That approval be given to enter into a contract with Berkheimer for the Collection of Business Privilege/Mercantile Tax for a three year period beginning January 1, 2017. Bids received are as follows:

There was no Commissions

	<u>Current</u>	<u>Delinquent</u>
Berkheimer Tax Administrator	1.85%	1.85%
E Collect	2.00%	5% within 120 days of due date 25% thereafter
MuniServices, LLC	\$10/per account	25% after 60 days past due date

ADDENDUM

1. That approval be given to enter into contract with Substitute Teacher Service to serve as the District's Substitute Staffing Agency.

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

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

1 Nay: Katsock: #8

There was no **TRANSPORTATION COMMITTEE REPORT**

There was no **BUILDING MAINTENANCE COMMITTEE REPORT**

There was no **LEGISLATIVE /FEDERAL COMMITTEE REPORT**

There was no **MATERIAL SUPPLIES COMMITTEE REPORT**

Personnel Committee Report

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

The Personnel Committee respectfully makes the following report and recommendations:

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

A. Professionals

1. That **Lisa Angelo's** sabbatical request for the second semester of the 2016-17 school year be approved.
2. That **Vito Pasone's** request for unpaid leave on an as needed basis be approved.

B. Secretaries & Teachers' Associates

1. That the resignation of **Richard Rostkowski** be accepted with regret effective November 11, 2016.
2. That the resignation of **Audrey Kerestes** as a substitute teachers' associate be accepted with regret effective October 5, 2016.
3. That **Paula Bianchino's** request for an additional six weeks of a combination of paid and unpaid leave beginning on November 14, 2016 be approved.

C. Crossing Guards

1. That the resignation of **Anthony Miles** be accepted with regret effective October 28, 2016.
2. That **Maureen Conway** be appointed a permanent crossing guard effective October 31, 2016.
3. That **Donald Williams** be appointed a substitute crossing guard.

D. Security Greeters

1. That **Gerald Cookus** be terminated effective November 18, 2016.

E. Custodians

1. That the retirement of **Linda Dane** be accepted with regret effective January 2, 2017 and the Board of Directors agrees to waive the three months' notice requirement to be eligible for the retirement incentive described in Article VII, Section & of the CMCESA Collective Bargaining Agreement.
2. That the retirement of **William Yankowski** be accepted with regret effective November 11, 2016 and the Board of Directors agrees to waive the three months' notice requirement to be eligible for the retirement incentive described in Article VII, Section & of the CMCESA Collective Bargaining Agreement.
3. That the retirement of **Francis Lavin** be accepted with regret effective December 31, 2016 and the Board of Directors agrees to waive the three months' notice requirement to be eligible for the retirement incentive described in Article VII, Section & of the CMCESA Collective Bargaining Agreement.

F. Athletics

1. That the resignation of **Mark Belles** as Meyers Wrestling Junior High Head Coach Half Pay and Coughlin Track and Field Junior High Assistant Coach be accepted with regret.
2. That the resignation of **Jesse Francis** as Coughlin Boys Basketball Junior High Head Coach be accepted with regret.
3. That the retirement of **Dr. Peter J. Andrews** as Meyers Football Team Physician be accepted with regret effective November 15, 2016.
4. 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	Boys' Basketball	Volunteer Assistant Coach	Jesse Francis
Coughlin	Girls' Basketball	Jr High Head Coach	Kendra Hayward
Coughlin	Girls' Basketball	Jr High Assistant Coach	John Quinn Jr.
Coughlin	Boys' Basketball	Jr High Head Coach	Galen Shell
Coughlin	Boys' Basketball	Jr High Assistant Coach	Eric Heffers
Meyers	Girls' Basketball	Jr. High Assistant Coach	Damon Moore
Meyers	Wrestling	Varsity Assistant Coach (1/2 pay)	Dominic Griffith
Meyers	Wrestling	Varsity Assistant Coach (1/2 pay)	Matthew Lukachinsky
Meyers	Wrestling	Jr. High Head Coach	Kyle Paul
Meyers	Wrestling	Jr. High Assistant Coach (1/2 pay)	Mark Belles
Meyers	Wrestling	Jr. High Assistant Coach (1/2 pay)	Kevin Paul

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

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

1 Abstain: Quinn – G – Athletics – Coughlin Girls Basketball- Jr. High Asst. Coach

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New Business

Mr. Quinn expressed his gratitude for all the prayers and cards he received during his recent illness.

Miss Katsock 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 3.5%;

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 17th day of November, 2017 indicating that it will not raise 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 for the District of 3.5%.

DULY ADOPTED, by the Board of School Directors of this School District, this 17th day of November, 2016.

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

Joseph A. Caffrey, President

Wilkes-Barre, Pa
November 17, 2016

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

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

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At this time, Mr. Evans recognized the following Wilkes-Barre Area School District teachers for their recent accomplishments.

Marie Unice – Kindergarten teacher at Solomon/Plains Elementary school

Ms. Vince was recognized by the Times Leader for her continued support of bring awareness to the “Butterfly Disease”, EB, a rare genetic disease. Ms. Vince has a student in her class who has the “Butter Fly Disease” and Ms. Vince presented lessons and read books with her class in order for them to develop an understanding of the disease which affects one of their classmates.

Katie Szaphran – Kindergarten teacher at Solomon/Plains Elementary

Ms. Szaphran was recognized as teacher of the month by Radio Station, KRZ.

Kevin Sickle – 6th Grade teacher at heights Murray Elementary School

Mr. Sickle was recognized by Wilkes University as “Teacher of the Year” for his professionalism, inspiration and continued support of our children.

Solicitors Report

Attorney Wendolowski requested the following motions:

Rev. Walker moved, seconded by Mr. Evans, to approve the Special Education Settlement and Release Agreement between Wilkes-Barre Area School District and parents E.R. and student A.R.

The vote was as follows:

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

Miss Katsock moved, seconded by Ms. Thomas, to approve the Collective Bargaining Agreement between the Wilkes-Barre Area School District and the Wilkes-Barre Area School District Custodial, Maintenance, Bus Drivers and Cafeteria Support Personnel Association. *The vote was as follows:*

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

Board Secretary Report

Thomas F. Telesz, Board Secretary/Business Manager announced the following Meeting schedule.

DECEMBER

REORGINIZATION MEETING

Monday, December 5, 2016

5:00 PM

Board Room – Administration Building

President Caffrey adjourned the Meeting at 6:54 PM