

Summary of Minutes
Regular Board Meeting
Monday, November 5, 2012

The Board of Education of the Wilkes-Barre Area School District held a Regular Board Meeting on Monday, November 5, 2012. **President, Maryanne W. Toole** called the meeting to order at 6:39 PM.

Interim Superintendent Dr. Bernard S. 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 recessed for an Executive Session during the Regular Board Meeting of October 9, 2012, held an Executive Session on October 17, 2012 and prior to the Regular Board Meeting of November 5, 2012.
- THE SUBJECTS DISCUSSED IN EXECUTIVE SESSION RELATED SOLELY TO MATTERS OF EMPLOYEE RELATIONS, LABOR NEGOTIATIONS, AND/OR THREATENED OR ACTUAL LITIGATION.

Mr. Latinski moved, seconded by Ms. Evans, to approve the minutes of the Regular Board Meeting of October 9, 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

Business Manager/Board Secretary, Leonard B. Przywara, presented the Treasurer's Report for the month ending September 30, 2012.

Ms. Evans moved, seconded by Mr. Latinski, to accept the Treasurer's report for the month ending September 30, 2012. The vote was as follows:

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

Mr. Gary Salijko, Senior Estimator, Apollo Group, Inc. presented the following report:

October 31, 2012

Subject: **Revised Status Report**
RE: **Current Projects**

Meyers High School:

Boiler Building Roof – At a site meeting WBASD, Apollo and a roof contractor determined the **most economical temporary repair of roof was the removal and replacement of damaged roof** areas. It is possible that temporary repairs may be in excess of \$10,000, thus advertising may be required. **Permanent** repairs would require the design, advertising, bid phase and the replacement of the entire Boiler Building Roof.

05-02-12 Update. District solicitor to investigate if advertising and bid phase will be required if the project is funded by an insurance claim.

06-06-12 Update. Design is complete. Bid date is June 20, 2012.

07-03-12 Update. Bids received. Recommendation forwarded to District.

Summary of Minutes
Regular Board Meeting
Monday, November 5, 2012

08-08-12 Update. Apollo contacted Keystone Purchasing Network (KPN) and a roofing firm (Tremco) that is a member of the Joint Purchasing Agreement (JPA). Due to JPA guidelines for roofing, the contacts believed it would be more economically feasible for the owner to seek public bids.

09-05-12 Update. The low responsive bidder has agreed to hold their price until October 01, 2012.

10-03-12 Update. Notice of award forwarded to contractor. Contract forwarded to Atty. Wendolowski for review. Work schedule approximately five weeks from notice to proceed.

10-31-12 Update. Project is approximately 50% complete.

Meyers Stadium:

Stadium Lighting – Existing underground conduit may contain moisture that caused existing lighting to malfunction. Recommendations for repair have been forwarded to District.

10-31-12 Update. Recommendation to include Apollo providing a narrative and soliciting three bidders. An alternate for the District to purchase conduit will be requested of the solicited bidders. Atty. Wendolowski to review for compliance.

Solomon School:

Solomon Track – ATT Sports Inc. inspection report forwarded to District.

G.A.R. High School:

G.A.R. Stage and HVAC Unit – Pittsburgh Stage Inc. Safety Inspection Report of July 18, 2012 provided detailed information, recommendations and budget for stage renovations to meet current standards. The HVAC system that serves the auditorium/stage area should be modified to ensure the unit is operating at peak efficiency and eliminate humidity that is present in the summer. An engineering firm can design modifications to the existing system that is the most efficient.

The District approved architect/engineering firms have provided proposals for (1) survey/report, and (2) design of stage support system (if required) and (3) modifications to the auditorium/ stage HVAC system.

10-03-12 Update: Apollo waiting on direction from the Board.

10-31-12 Update: Engineer is designing modifications to the auditorium HVAC System.

We hope that this summary can be of assistance to you while planning for the school year. If there is any other information that you may need, feel free to call me during normal business hours at (570) 714-2431, ext. 139.

Gary Salijko
Project Manager

The Board discussed with Mr. Salijko the contents of the report and after all concerns and questions were addressed the following motion was made.

Ms. Evans motioned, seconded by Dr. Susek, to authorize Apollo Group Inc. to solicit quotes for Meyers Stadium Lighting. The vote was as follows:

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

There were **no bids to be opened**

Summary of Minutes
Regular Board Meeting
Monday, November 5, 2012

Unfinished Business

Mr. Quinn motioned, seconded by Mr. Latinski, to adopt the Hiring Policy, to include one amendment stating, that a maximum of five (5) candidates can be considered for a position. The vote was as follows:

5 Ayes: Corcoran, Elmy, Galella, Latinski, Quinn,

4 Nays: Evans, Katsock, Susek, Toole

WILKES-BARRE AREA SCHOOL DISTRICT

SECTION: PROFESSIONAL EMPLOYEES

TITLE: HIRING OF PROFESSIONAL EMPLOYEES

ADOPTED: November 5, 2012

REVISED: (date)

The Wilkes-Barre Area School District is an Equal Opportunity Employer and does not discriminate on the basis of race, color, religion, gender, national origin, disability, age or genetic information.

1. Purpose	The Board recognizes the role that qualified and competent employees contribute to achieving the District's goals and places substantial responsibility for the educational programs and the effective operation of the schools with the professional staff.
2. Definition	The term professional employee as used in this Board policy shall include classroom teachers, special subject teachers, intervention specialists, nurses, therapists and all educational specialists holding a certification from the PA Department of Education.
3. Authority	The Board, by a majority vote, shall approve the employment; set the compensation; and establish the term of employment for each professional staff member of the district within collective bargaining agreements and state and federal laws.
4. Protocols	These protocols aim to codify the hiring processes according to set guidelines. They are an essential part of the larger process of good governance. The Board issues these to make the actions of its employees higher quality and more predictable.
	<p>A. Candidate Selection Criteria</p> <p>Evaluations for appointment shall consist of a system developed by the Board or designee of the Board and implemented by the Superintendent. This formulary shall have the following characteristics:</p> <ol style="list-style-type: none"> 1. Measurable, clear and unambiguous in intent, language and magnitude. 2. Established reasonable standards with emphasis on objectivity. 3. Application in a consistent and uniform manner to all candidates. 4. Review and approval by the Personnel Committee of the Board. 5. Consistency in the applicable administrative compensation, individual contracts, collective bargaining agreements, Board resolutions/minutes and state/federal law. <p>All applications will be screened for completeness of supporting documents. Incomplete applications will be disregarded.</p>

Summary of Minutes
Regular Board Meeting
Monday, November 5, 2012

	<p>At a minimum, the top five applicants will be eligible for an interview for each vacant position when five or more complete applications are received.</p> <p>Specific interview questions shall be developed by the professional staff with input from the Superintendent and related Supervisors and Coordinators. They shall be designed to evaluate the following areas:</p> <ol style="list-style-type: none"> 1. Knowledge of instructional techniques. 2. Knowledge of instructional technology. 3. Knowledge of appropriate subject matter. 4. Education philosophy consistent with that of the district. 5. Ability to expand the answer on the Standard Teaching Application. 6. Enthusiasm for teaching. <p>The Wilkes-Barre School District teacher evaluation form will be applied and used when possible to evaluate a candidate's skills and abilities in front of a classroom of students.</p>
<p>Title 24 Sec. 1204.1 Title 22 Sec. 49.18</p>	<p>B. Application The district shall use the PA Standard Application for Teaching Positions (available online) and may establish or implement additional application requirements for professional employees when published in this section. Applications will be kept on file for one year.</p> <p>Supporting Documents Applications must include copies of the candidate's cover letter, resume, standard Pennsylvania certification test scores (e.g. Praxis II), teaching certificate, education transcripts, letter(s) of recommendation, background clearance reports and DD214 (military discharge if applicable). The candidate at his/her discretion may include any additional documents.</p>
<p>Motion: June 12, 2010</p>	<p>C. Interview Committee The interview committee will consist of at least five members among the following as determined by the Superintendent: the Superintendent; Human Resources person, an appropriate principal; an appropriate administrative director, an appropriate subject supervisor, an appropriate subject coordinator; an appropriate teacher; or other designee.</p> <p>No elected Board member shall be part of the interview process.</p>
	<p>D. Recruitment An effort shall be made to recruit professional employees from a wide range of ethnic and racial groups, a wide selection of colleges and universities, and varied geographic regions in order to promote diversity of the professional staff.</p>

Summary of Minutes
Regular Board Meeting
Monday, November 5, 2012

<p>Title 24 Sec. 514, 1122</p>	<p>E. Misrepresentation Any employee's misstatement of fact or nondisclosure of fact material to these protocols, qualifications for employment or determination of salary shall constitute grounds for immediate review and consideration for dismissal by the Board within due process guidelines set by law and collective bargaining agreements.</p>
<p>Title 24 Sec. 1109, 1201 Title 22 Sec. 49.1 et seq.</p>	<p>F. Certification A candidate for employment in the district shall not receive a recommendation for employment without evidence of his/her certification when such certification is required.</p>
<p>Title 24 Sec. 202 Title 24 Sec. 1106</p>	<p>G. Residency No candidate or employee shall be required to reside within the school district as a condition for appointment or continued employment.</p>
<p>Title 24 Sec. 111 Title 22 Sec. 8.1 et seq. 23 PA CSA 6301 et seq.</p>	<p>H. Background Check A candidate shall not be employed until he/she has complied with all mandatory background check requirements for criminal history and child abuse and the district has evaluated the results of that screening.</p>
<p>20 U.S.C. Sec. 6319</p>	<p>I. Title I Teachers All teachers working in a program supported with Title I funds hired after January 8, 2002, shall be highly qualified, as defined by federal law and regulations.</p>
<p>Resolution, Dec. 8, 2009 51 Pa. C.S. Sec. 7102 - 7104</p> <p>51 Pa. C.S. Sec. 7101 Sicuro v. City of Pittsburgh (1996)</p> <p>38 U.S.C. 4301-4335</p> <p>Title 24Sec. 1176-1178 38 U.S.C. 4301-4335 51 Pa. C.S. Sec. 7106</p> <p>51 Pa. C.S. Sec. 7108</p>	<p>J. Veterans' Preference Veterans shall be recognized for the discipline and experience represented by their military training, for the loyalty and public spirit demonstrated by their service for the preservation of our country and for time sacrificed and career development delayed while they answered their call to duty.</p> <p>A veteran is any member of Armed Forces, Reserve and National Guard who has completed both their active duty service (with an honorable discharge DD214) and training components of their initial military commitments.</p> <p>Veterans shall not be discriminated against in employment or promotion because of Veterans' Preference based on past service, present service, or potential call to duty.</p> <p>Veterans of the Armed Forces, Reserves or National Guard shall have their service time days added to their seniority. Activated members will be promptly reemployed upon their return from active duty with their service time days counted toward preserving their seniority.</p> <p>The same preference given to veterans under the provisions of this protocol shall be extended to include spouses of deceased or disabled veterans.</p>
	<p>K. Diversity</p>

Summary of Minutes
Regular Board Meeting
Monday, November 5, 2012

<p>Title 43 Sec. 951-963 42 U.S.C. 2000e et seq. 20 U.S.C. 168-1688 29 U.S.C. 501-505 29 U.S.C. 621 42 U.S.C. 12101 20 U.S.C. Sec. 1001, 2101</p>	<p>The district recognizes the need to be culturally responsive to all students and staff. The district wishes to be proactive and create a positive environment where students and teachers are respectful of different cultural and ethnic backgrounds. Teachers and other school personnel need to be sensitive to the world views of all students, and to incorporate an awareness that all children are valued and can learn. In order to achieve these goals and close any achievement gaps, the district wishes to have positive role models and establish a broad range of strategies to improve teaching and learning.</p>
	<p>L. Pre-employment Drug Testing Because a professional employee holds a sensitive position fundamental to a safe school environment, the Board has special interest in ensuring professional employees are free from the effects of illegal drugs. All public postings will include the following statement: "By submitting an application, the applicant consents to testing for illegal drug use."</p> <p>All offers of employment are conditional on the applicant's successful passing a test for illegal drugs paid by the district.</p> <p>If the results do not establish conclusively that the applicant is free from the effects of illegal drugs, the district reserves the right to reject a candidate's application and/or rescind the district's offer of employment.</p>
	<p>M. Postings All public posting shall include the following statement: "Wilkes-Barre Area School District is an Equal Opportunity Employer. Veterans and candidates representing all aspects of diversity are encouraged to apply. By submitting an application, the applicant consents to the testing for the use of illegal drugs." All vacancies will be posted in accordance with collective bargaining agreements and applicable state and federal laws.</p>
<p>Title 24 Sec. 1004, 1071 Ltr. Jan. 24, 2012</p> <p>Title 24 Sec. 508 Title 24 Sec. 1111</p> <p>Title 24 Sec. 1111 Title 65 Sec. 1103</p>	<p>N. Nepotism No relative of a Board member, the Superintendent, the Assistant Superintendent, Associate Superintendent, Deputy Superintendent or Assistant to the Superintendent shall be appointed within the District unless the Board finds that, considering such factors as the candidate's experience, qualifications and/or the nature of the position, the public interest would be served and not harmed as a result of the candidate's appointment.</p> <p>Therefore, a candidate who is related to any member of the Board, the Superintendent, the Assistant Superintendent, Associate Superintendent, Deputy Superintendent or Assistant to the Superintendent as defined in the school code (father, mother, brother, sister, husband, wife, son, daughter, stepson, stepdaughter, grandchild, nephew, niece, first cousin, sister-in-law, brother-in-law, uncle, or aunt) must receive the affirmative votes of a majority of the membership of the board other than the member related to the candidate who shall not vote.</p> <p>Additionally, no candidate shall be employed by the board of school directors who is living in the same household as any Board member, the Superintendent, the Assistant Superintendent, Associate Superintendent, Deputy Superintendent or Assistant to the Superintendent unless such candidate receives the affirmative votes of a majority of</p>

Summary of Minutes
Regular Board Meeting
Monday, November 5, 2012

	<p>pertinent to employment described in this policy or required by state and federal law.</p> <p><u>Superintendent</u> The Superintendent will be responsible to ensure the Board's policy is executed and select the Interview Committee.</p> <p>The Superintendent or designee shall verify the employee's certification, standard Pennsylvania certification test scores (e.g. Praxis II), transcripts, and background check prior to signing a contract for their position, keep these documents on file and provide such documents to the Board when requested.</p> <p>The Superintendent or designee shall retain all recruitment, applications, screening, evaluation, interviews, and selection/recommendation documents of every applicant for two years or reasonably longer amount of time necessary as evidence of compliance to this policy.</p> <p>The Superintendent or designee shall submit a New Hire Report for each employee required to be reported by law.</p>
--	--

Title 24 Sec. 1005

42 U.S.C. Sec. 653a

20 U.S.C. Sec. 6319

Summary of Minutes
Regular Board Meeting
Monday, November 5, 2012

Law Offices

RAYMOND P. WENDOLOWSKI

P. O. Box 1313
Wilkes-Barre, Pennsylvania 18703

Of Counsel
JOHN C. ACIUKEWICZ

(570) 270-9180
Fax: (570) 270-9182
E-mail: rwendolowski@adelphia.net

January 24, 2012

Dr. Robert M. Corcoran
281 East Main Street
Wilkes-Barre, PA 18705

RE: Ad Hoc Personnel Policy Committee/Nepotism Post Nepotism Policy

Dear Dr. Corcoran:

At your request I have reviewed state and federal law to determine whether there is any prohibition on the District imposing a nepotism policy stricter than that contained in the School Code at 24 P.S. §11-1111 and §11-1129 or contained within the Pennsylvania Ethics Act, 65 P.S. §402 and §403. My research has revealed that there are no cases prohibiting public entities from imposing nepotism restrictions over and above those contained in the statutory provisions. As a practical matter, I would suggest to the Committee that the Committee consider the process of hiring and employee supervision rather than adopting a policy that strictly prohibits the employment of persons related to administrators and/or board members. With such a policy, the quality of the job applicants is what governs and the District would be free to hire the best qualified persons regardless of family relationships.

In my conversation with the general counsel for the Pennsylvania School Board Association, Stuart Knade, Mr. Knade also expressed a similar opinion indicating that he has repeatedly advised districts to consider a procedural nepotism policy rather than a straight ban on hiring due to a familial relationship. Also, the nepotism policy can include provisions whereby family members would be precluded from supervising other family members, etc.

I would be happy to work with you and the Committee in drafting a proposed nepotism policy. Should you have any questions concerning this letter or any other matter pertaining to your efforts to prepare a hiring policy, please contact me at your convenience.

Sincerely,



Raymond P. Wendolowski

RPW:je

c.c. Maryanne Toole, President, Wilkes-Barre Board of Education
Dr. Jeffrev T. Namev, Superintendent, Wilkes-Barre Area School District

Communication from Superintendent

Dr. Prevuznak informed the Board that due to Tropical Storm Sandy it was necessary to close the District for two (2) days, possibly a third day, due to the threat of flooding and power outages. Dr. Prevuznak stated that because of team work from Mr. Chiumento, Head of Maintenance, who did an outstanding job, along with the custodial and maintenance staff and school District administrators and staff, the District was able to be reopened after two (2) days of being closed. Dr. Prevuznak also thanked Mayor Thomas Leighton and Plains Township Commissioner, Ciro Cinti, for all the information and assistance that was provided to Wilkes-Barre Area School District.

Communications from Citizens

Tracey Hughes, 73 Spruce Street, Wilkes-Barre, PA

Ms. Hughes thanked the Board for the swift action that was taken in regard to addressing the Kistler bus incident, however, Ms. Hughes stated that she was disappointed with the report prepared by Officer Lavan. Ms. Hughes also stated that she was concerned that students were interviewed without their Parents being present and was also concerned that those students interviewed were also swayed in a certain direction in regard to the answers they provided to questions being asked. Ms. Hughes also informed the Board that it was confusing to her that there was a report in the paper that the report of the incident was completed, when in fact, she was informed that the report was not completed when she requested a copy of report.

Ms. Hughes also asked if the Hiring Policy was complete and if the audit in regard to Attorney Lupas was completed.

Dr. Prevuznak, Superintendent, informed Ms. Hughes that he was very careful in regard to the media not obtaining any report, since the report was confidential and further stated that he did not contact the media. Dr. Prevuznak also stated that he personally met with the person who brought the accusation to the District.

Ms. Hughes expressed to the Board that she was concerned and felt that it was unfair that the bus driver assigned to the bus on which the incident occurred was still driving that bus. Ms. Hughes stated that it was a hostile environment and stated that she was told that the bus driver will not even look at some children who ride the bus.

Dr. Prevuznak stated that he is in the process of communicating with Williams Bus Line and they are working on Bus routes and the bus driver will be moved to a different bus route.

Melissa Struther, 27 Dagobert Street, Wilkes-Barre, PA

Ms. Strother addressed the Board seeking permission for members of the Mini Mohawks Football Team to be allowed free access to the Meyers High School home football games, informing the Board that not all students can afford the \$2.00 admission. Ms. Strother informed the Board that she had spoken to Mike Namey, Athletic Director, of Meyers High School and was informed by Mr. Namey that the Mini Mohawks have in the past been allowed free admission, however, it was only for one (1) game, a game at which was designated Wilkes-Barre Mini Mohawks appreciation night.

Ms. Strother also asked the Board why there was a constable stationed at Kistler Elementary parking lot, who refused to allow people, even those who displayed a handicap sticker, access to the parking lot? Ms. Strother stated that anyone trying to use the parking lot was informed that they were not on a list, provided by Mike Namey, indicating that they had permission to use the parking lot.

Summary of Minutes
Regular Board Meeting
Monday, November 5, 2012

Odetta Todd, 5 Grove Street, Wilkes-Barre, Pa

Ms. Todd addressed the Board in regard to her children being allowed to remain at Solomon/Plains Jr. High. Ms. Todd stated that she was informed via letter that her children should not be attending Solomon/Plains Jr. High and it would be necessary for them to attend G.A.R. High School. Ms. Todd stated that the letter was the first indication she had that the children were attending the wrong school and noted that both her children attended Solomon/Plains Elementary and Solomon/Plains Jr. High for the 2011-2012 school year. Ms. Todd requested that the Board grant permission for her children to remain at Solomon/Plains Jr. High for at least the remainder of the 2012-2013 school year.

Dr. Prevuznak responded to Ms. Todd that he was informed that she was notified on more than one occasion, prior to the letter being sent that the children did not live within the boundaries of Solomon/Plains Jr. High and that the children would be required to attend G.A.R. High School. Dr. Prevuznak stated that he would schedule a meeting with Mr. Andrew Kuhl, Director of Secondary Education, Mr. John Woloski, Principal of Plains Jr. High, and himself (Dr. Prevuznak), immediately to resolve the situation.

Thomas Lovecchio, 34 Brown Street, Wilkes-Barre, PA

Thomas Lovecchio, member of the Meyers Speech and Debate Team informed the Board and Superintendent of the most recent debate tournaments that the Meyers Speech and Debate Club participated in and also informed the Board of the titles that were won by members of the Meyers Speech and Debate team at those tournaments.

Attorney Kim Borland, Wilkes-Barre, PA

Attorney Borland thanked the Board for their recent contribution to the Meyers Speech and Debate Team. Attorney Borland informed the Board that as per their request, he (Attorney Borland) had investigated the possibility of having the students compete under the title of The Wilkes-Barre Area Speech and Debate Team. Attorney Borland stated that according to the rules that govern certain tournaments that is not permitted, indicating that each student who is debating must belong to a Debate team sponsored by the school they are attending. This is determined by school charters. In the past students who attend Coughlin or G.A. R. have been permitted to be a part of the Meyers Speech and Debate Team; however since the investigation of changing the name it has come to light that a student from a different school will only be permitted to participate in certain events, however they will not be able to participate in league tournaments. Due to the fact that they have two (2) students who attend Coughlin High School on the Debate Team, arrangements have been made for this year to have the students identified as entrants from Coughlin High School.

Ad Hoc Hiring Policy Committee

Dr. Corcoran stated that the Teachers Hiring Policy will be used as a model for Administrators and Support Staff. Dr. Corcoran also stated that he is not completely satisfied with the Hiring Policy; however, it is a work in progress

Ad Hoc Facilities Committee

Dr. Susek stated that there was no report from the Ad Hoc Facilities Committee.

LUZERNE INTERMEDIATE UNIT

Ms. Katsock informed the Board that the minutes of the last meeting of the LIU are available for review and the next scheduled meeting is November 28, 2012.

WILKES-BARRE AREA CAREER AND TECHNICAL CENTER

Mr. Latinski stated that the next meeting of the Wilkes-Barre Career and Technical Center will be held on November 19, 2012 and the minutes from the last meeting of the Wilkes-Barre Career and Technical Center are available for review.

CURRICULUM COMMITTEE REPORT

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

1. That Permission is granted for the below listed Marching Bands to participate in the following parades:

Coughlin High School Marching Band
Holiday Parade – November 17, 2012
St. Patrick's Day Parade – March 16, 2013

G.A.R. High School Marching Band
Holiday Parade – November 17, 2012
St. Patrick's Day Parade – March 16, 2013

Meyers High School Marching Band
Holiday Parade – November 17, 2012
St. Patrick's Day Parade – March 16, 2013

Mr. Latinski moved, seconded Mr. Galella, 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 Modifications	Capital Projects	11-237-02	\$12,240.00
Apollo Group, Inc.	E.L. Meyers Boiler Room Building Roof	Capital Projects	04	\$562.12

2. That approval be given to enter into an agreement with LDP, Inc. d/b/a Leader Services, 75 Kiwanis Blvd., West Hazleton, PA 18202 to provide the District with Pennsylvania Medicaid Direct Services web applications and support services, in accordance with the terms of said agreement.
3. That approval be given to refund Mark Kornfeld. Etal/Rokom Inc., 1073 Highway 315, Wilkes-Barre, PA 18702 real estate taxes in the amount of \$75,298.14 for years 2009 to 2011. This refund, which is stipulated by Luzerne County Court Oder, No. 2009-974 is the result of a reduction in the assessed value of certain property located in Plains Township.

ADDENDUM

1. That approval be given to renew the District's School Leader's Legal Liability Insurance, with a \$3,000,000.00 limit of liability for the 2012-2013 school year with PSBA Insurance Trust, at a premium not to exceed \$38,724.00.

Summary of Minutes
Regular Board Meeting
Monday, November 5, 2012

B. FEDERAL

That, in accordance with the authority of the Board, the following Federal Project wire transfers #126 and Chapter I wire transfers #1047-1057 and checks #575-578 and checks #1143-1154 were drawn for payment since the last special meeting of the Board of Education held on October 9, 2012 be approved.

C. That payment be approved for the following General Fund wire transfers #1814-1831 and checks #29572-29789 and Food Service checks #2063-2084 which were drawn for payment since the last special meeting of the Board of Education held on October 9, 2012.

D. That the checks listed on the following pages # 29790-29960 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 Mr. Latinski, to adopt the report. The vote was as follows:

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

1 Nay: Katsock – C & D

President Toole was not present for the vote.

There was no **ATHLETIC COMMITTEE REPORT**

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 having inspected the RFP's opened on October 31, 2012 that the award is made to the following bidder for the G.A.R. Auditorium Ceiling Stained Glass Skylights Repair:~~

~~**Cumberland Stained Glass, Inc. \$106,600 (complete restoration)**
Mechanicsburg, PA _____ Proposal attached~~

Other proposals received were:

	Complete Restoration	Removal only
Baut Studios* Swoyersville, PA	\$255,770 to \$301,750*	\$111,988*
Kasmak & Marshall* Luzerne, PA	\$354,560*	\$67,680*
Associated Crafts Cranberry Twp., PA	\$266,200	\$83,490

~~*(These two proposals do not include scaffolding needed to reach job)~~
TABLED

Summary of Minutes
Regular Board Meeting
Monday, November 5, 2012

2. That approval be given to enter into a Memorandum of Understanding (“MOU”) with Geisinger Health System Clinic, whereby Geisinger agrees to provide an in kind charitable donation consisting of the provision of medical services, to include screening high school student athletes for exercise-induced bronchospasm through Geisinger’s “Asthma in Athletes” program. A complete copy of the Memorandum (Exhibit “B”) 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.

ADDENDUM

1. That in accordance with Section 2401 of the Public School Code of 1949 and revisions thereto (Auditing of School Finances), approval be given to appoint Bonita & Rainey, Certified Public Accountants, 1151A Highway 315, Plains, PA to audit and prepare the Independent Auditor’s Report on the financial records of the District in accordance with GASB 34 and prepare the Single Audit Report as required by the U.S. Office of Management and

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

7 Ayes: Elmy, Evans, Galella, Katsock, Latinski, Quinn, Susek,

1 Nay: Corcoran

1 Nay: Katsock – ADDENDUM - #1

President Toole was not present for the vote.

BUILDING & GROUNDS COMMITTEE REPORT

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

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

COUGHLIN HIGH SCHOOL

- a. John Mooney, Dean of Students at Dan Flood Elementary, requests permission to host a Faculty/Parent Basketball Game/Foul Shooting Contest in the Coughlin High School gym on Saturday, November 10, 2012 from 3:45 PM to 7:30 PM. All proceeds will benefit the students who participate in the after school basketball program. All participants in the Faculty/Parent Basketball Game/Foul Shooting Contest will sign an insurance waiver and there will be no custodial fees incurred by the Wilkes-Barre Area School District.
- b. Frank Bonner, Regional Hoop Shoot Director, requests permission to lease the gym at Coughlin High School on March 23, 2013 from 8:00 AM to 12 Noon for the “Annual Hoop Shoot Contest”.

DAN FLOOD ELEMENTARY

- a. The PTO of Dan Flood Elementary requests permission to host a “Craft Night” at Dan Flood Elementary on Friday, November 30, 2012 from 6:00 PM to 9:00 PM.

WILKES-BARRE MEMORIAL STADIUM

- a. ~~Ellen Gallagher, President of the G.A.R. Band Sponsors, requests permission to place a metal shed at Wilkes-Barre Memorial Stadium to be used for storage of their concession stand equipment. The G.A.R. Band Sponsor Parents will assume full responsibility for the assembly of the shed.~~
TABLED

WILKES-BARRE TOWNSHIP JR. HIGH

- a. The Wilkes-Barre Township Recreation Board requests permission to use the gym at Wilkes-Barre Township Jr. High on Mondays and Thursdays from 7:00 PM to 9:00 PM, beginning January 7, 2013 through March 28, 2013 for their "School Children Basketball Program". Wilkes-Barre Township Recreation Board has provided proof of insurance to the Wilkes-Barre Area School District.

ADDENDUM

1. The Plains Lions Club requests permission to use the Solomon/Plains Complex front parking lot on Saturday, November 24, 2012 for a "Meet and Greet Santa", following the Annual Christmas Parade. The Lions Club has provided Wilkes-Barre Area School District with proof of insurance.

Dr. Susek moved, seconded by Mr. Latinski, to adopt the report. The vote was as follows:
9 Ayes: Corcoran, Elmy, Evans, Galella, Katsock, Latinski, Quinn, Susek, Toole

There was no **LEGISLATIVE /FEDERAL REPORT**

There was no **MATERIAL SUPPLIES REPORT**

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 **Mary Tranguch** be granted a leave under FMLA, beginning February 8, 2013 through April 2, 2013.
2. That **Jennifer Roman** be granted a maternity leave under FMLA, beginning January 2, 2013 through January 31, 2013.
3. That **Jenny Carlo** be granted a maternity leave under FMLA, beginning November 13, 2012 through February 4, 2013.
4. That the retirement of **Regina Gosciowski** be accepted with regret, effective June 6, 2013.
5. That the retirement of **Rosalie Cullagh** be accepted with regret, effective June 6, 2013.
6. That the following be appointed as **SES Teachers** for the 2012-2013 School Year, as required under NCLB Legislation:

**Melanie Kunec
Heather Green
Carol Kolodziej**

Summary of Minutes
Regular Board Meeting
Monday, November 5, 2012

7. That **Leah Lavelle** be appointed full time Substitute Teacher for the 2012-2013 school year.
8. That **Stephanie Brewster** be appointed full time Substitute Teacher for the 2012-2013 school year.
9. That **Brian Fischer** be granted a medical leave from extracurricular duties as Jr. High Band Director at Solomon/Plains Jr. High, effective November 6, 2012.
10. That **William Ostrowski** be granted a personal leave of absence without pay, effective November 10, 2012 for the duration of the 2012-2013 school year.
11. The following members of the professional staff, having made claim for incentive raise under the Collective Bargaining Agreement and having produced official transcripts listing the graduate credits earned, be granted the following:

Bachelors' + 15

Stefanie Amico
Stephanie Frank
Daniel Himlin
Matthew Mill
Lori Miller
Jamee Rucco
Brandon Salvatore
Amanda Searfoss
Stephanie Wallace
Lisa Zelinski

Bachelors' +30

Cecilia Baltusavich
Amanda Brooks
Melissa Chase
Kristen Hudock
David Lewis
Deborah Pride

Bachelors' + 39

Larissa Goldstein
Ann Grimes
Brooke Joyce
Christina Kozicki
Melissa Matello
MaryAnn Rizzo
Jennifer Roman
Paul Shymanski
Holly Shubilla
Maria Sullivan
Tashara Teart
Daniel Volpetti
Michele Woolnough

Masters' +9

Wendy Anderson
Christopher Anthony
Sara Maisano-Broody
Mollie Evans
Joanne Eckert
Alicia Erwine
Jennifer Jones
Vanessa Menendez
Ralph Mancuso
Brandon McCabe
Laura McCabe
Amy Pascale
Theresa Slusser
Michele Southern
Michael Ward
Jennifer Welgosh

Summary of Minutes
Regular Board Meeting
Monday, November 5, 2012

Masters' + 18

Judith Brominski
Elias Cross
Jeffrey Carlo
Stacy Chronowski
Heather Green
Heather Grebeck
David Hagenbaugh
Aubrey Hallinan
Todd Jones
Amber Jacobs
Jenifer Kemmerer
Patricia Keefer
Amanda Marko
Carol Rensa
Tamara Rogowski
Kevin Sickle
Thomas Zelinka

Masters' + 36

Marissa Bradshaw
Tania Burton
Lorrie Gardner
Mitchell Marks
Mollie Nealon
Jeffrey Ney
Susan Schwab
Bernard Svab
Kristen Vanderhoff

Masters' +54

Melissa Bilbow
Mark Cardone
Raphael Cooper
Susan Domiano
Heather Flaherty
Neil Grimes
Carol Hiscox
Erik O'Day
Brian Smith

Masters' +27

Jeffrey Andrejko
Sherralee Barnak
Justin Correll
Meredith Falcheck
Dino Galella
Jeffrey Labatch
Kelly Pryor
Marian Ropel
Jennifer Yuhas

Masters' +45

Carrie Cilvik
Michael Corcoran
Eric Drako
Jill Pesotski
Michelle Rogan
Genelle Sedon
Joyce Strubeck

Masters' +54 (continued)

James Blaum
Patricia Considine
Tracy Dlugosh
Leslie Evans
Anne Goffredo
Ann Gubitose
Molly Ney
Tamara Pegarella
Dana Smith

B. CLASSIFIED

Teacher Associates

1. That **Gloria Watson** be appointed 16.0 hours/week Teacher Associate.
2. That **Richard Wren** be appointed 12.5 hours/week Teacher Associate.
3. That **Trisha Kennedy** be appointed 20 hours/week Teacher Associate.
4. That **Charlene Banashefski** be appointed 20 hours/week Teacher Associate.

Summary of Minutes
Regular Board Meeting
Monday, November 5, 2012

5. That _____ be appointed _____ hours/week Teacher Associate.
TABLED

Para Professional

1. That **Alyson Spagnuolo** be granted a leave under FMLA, beginning November 19, 2012 through May 1, 2013.
2. That the retirement of **Helen Berezich** be accepted with regret, effective January 2, 2013.

Bus Aide

1. That **Latasha Williams** be appointed 20.0 hours/week Bus Aide.

C. School Athletic Program

1. That the resignation of **Keith Ferenchick**, Boys Head Jr. HS Basketball Coach, be accepted with regret, effective October 12, 2012.
2. That **Frank Kastreva** be appointed Jr. HS Wrestling Coach at Meyers High School, effective November 5, 2012.
3. That **Tom Gilroy** be appointed Boys Jr. Varsity Assistant Basketball Coach at Coughlin HS, effective November 5, 2012.
4. That **Don Lott** be appointed Girls Jr. HS Basketball Coach at G.A.R., effective November 5, 2012.
5. That **Zachary Ellis** be appointed Boys Jr. HS Basketball Coach at G.A.R., effective November 5, 2012.
6. That **Jerry Altavilla** be appointed Boys Varsity Assistant Coach at G.A.R., effective November 5, 2012.
7. That **Leonard Martin** be appointed Boys Jr. HS Basketball Coach at G.A.R., effective November 5, 2012.
8. That **Christopher Cinti** be appointed a football volunteer coach at Coughlin High school, effective November 5, 2012.

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
2 Nays: Susek, Toole – B Classified – Teacher Associates - #4
1 Abstain: Katsock – B Classified – Teacher Associate - #4
4 Nays: Evans, Katsock, Susek, Toole – C School Athletic Program - #8

Summary of Minutes
Regular Board Meeting
Monday, November 5, 2012

Mr. Latinsk presented Resolution #1

Wilkes-Barre Area School District
Luzerne County, Pennsylvania

RESOLUTION

WHEREAS, the Wilkes-Barre Area Career and Technical Center (the "CTC") was organized under the Act of March 10, 1949, P.L. 30, Art. XVIII, 24 P. S. § 18-1801, et seq. (the "Vocational Education Act"), pursuant to Articles of Agreement dated as of May 15, 1968, as amended and supplemented (the "Joint Agreement"), by certain participating school districts and is validly existing under the laws of the Commonwealth of Pennsylvania; and

WHEREAS, pursuant to the Joint Agreement and the Vocational Education Act the Joint Operating Committee (the "Joint Committee") of the CTC has been delegated to be responsible for the operation, administration and management of the CTC; and

WHEREAS, the Joint Committee, after careful and thorough consideration, has determined that to more efficiently and expeditiously operate, administer and manage the CTC, a refunding project is necessary; and

WHEREAS, it is the intention of the Wilkes-Barre Area School District, Luzerne County, Pennsylvania (the "School District"), a member of the consortium of school districts forming the CTC, to undertake and support a refunding project of the CTC consisting of the refunding of the State Public School Building Authority Wilkes-Barre Area Vocational Technical School Lease Revenue Bonds, Series of 2007 and Series of 2009 issued for the benefit of the CTC; and

WHEREAS, the CTC plans to finance the project through the issuance of lease revenue bonds by the State Public School Building Authority (the "Authority") as more fully described below; and

WHEREAS, the project scope and approximate cost has been formulated and disclosed to the School District after a detailed feasibility study; and

WHEREAS, the Authority has determined to authorize and issue for the benefit of the CTC and the Participating School Districts (as hereinafter defined) not to exceed \$10,000,000 aggregate principal amount of its Wilkes-Barre Area Career and Technical Center Lease Revenue Bonds (the "Bonds"), under and secured by a Trust Indenture (the "Indenture"), between the Authority and a trustee to be named therein; and

WHEREAS, the CTC, as lessor, and the Authority, as lessee, will enter into a Lease Agreement (the "Lease"), under which the CTC will lease to the Authority certain land and facilities of the CTC described in the Lease (the "Leased Premises") for a rental payment consisting of the net proceeds of the Bonds; and

WHEREAS, the Authority, as sublessor, and the CTC and Crestwood School District, Hanover Area School District, Greater Nanticoke Area School District, Pittston Area School District, and the School District (collectively, the "Participating School Districts"), as sublessees, will enter into a Sublease Agreement (the "Sublease"), under which the Authority will, among other things, sublease the Leased Premises to the School and the Participating Districts; and

WHEREAS, pursuant to the Sublease, the School and the Participating Districts shall make rental payments to the Authority or its assigns in amounts sufficient to pay when due, among other things, the principal or redemption price of and interest on the Bonds; and

WHEREAS, the Bonds of the Authority shall be supported by the School District as provided by the Joint Agreement and the Sublease; and

Summary of Minutes
Regular Board Meeting
Monday, November 5, 2012

NOW, THEREFORE, BE IT RESOLVED by the Board of School Directors (the "Board") of the School District in lawful session duly assembled, as follows:

Section 1. The School District supports the completion of this project for the benefit of the CTC and authorizes the Joint Committee of the CTC to take all necessary steps to complete this refunding project.

Section 2. The President or Vice President of the Board and the Secretary or Assistant Secretary of the School District, and, if applicable, their duly qualified respective successors, are hereby severally authorized and directed on behalf of the School District to execute any and all papers and documents, including but not limited to, the Sublease, and to do or cause to be done any and all acts and things necessary or appropriate to enable the CTC and the Authority to carry out the transactions contemplated by the Lease, the Sublease, and the Indenture, and to effectuate the issuance, sale and delivery of the Bonds, the investment of the proceeds of the Bonds and of moneys in the funds established under the Indenture and the timely payment in full of the Bonds.

Section 3. The School Board approves, ratifies, and confirms all action heretofore taken by officers and other persons on behalf of the School District in connection with the undertakings herein contemplated.

Section 4. All resolutions of the School District or parts of resolutions of the School District to the extent inconsistent herewith shall be and the same hereby are rescinded, canceled and annulled.

WILKES-BARRE AREA SCHOOL DISTRICT
Luzerne County, Pennsylvania

President

Secretary

Date

(SEAL)

Wilkes-Barre, PA
November 5, 2012
1

Mr. Latinsk motioned, seconded by Dr. Corcoran, 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
Monday, November 5, 2012

New Business

Board Member, John Quinn stated that after months of going through a selection process, he is going to make the following motion.

Mr. Quinn motioned, seconded by Dr. Corcoran, to appoint Dr. Bernard S. Prevuznak, Superintendent of the Wilkes-Barre Area School District, pending negotiations between the Board and Dr. Prevuznak in regard to his contract. The vote was as follows:

5 Ayes: Corcoran, Elmy, Galella, Latinski, Quinn

4 Nays: Evans, Katsock, Susek, Toole

Dr. Prevuznak expressed his appreciation in regard to his appointment as Superintendent of the Wilkes-Barre Area School District and stated that he would strive to serve all Board Members and the Wilkes-Barre Area School District to the best of his ability.

Mr. Galella motioned, seconded by Miss Katsock, to authorize the Business Administrator, Leonard B. Przywara, negotiate a contract addendum with Williams Bus Line in regard to additional bus sport runs. The vote was as follows:

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

1 Abstain: Evans

Mr. Galella motioned, seconded by Miss Katsock, to authorize the Business Administrator, Leonard B. Przywara, develop a list of employees who do not have a contract or a current contract with the Wilkes-Barre Area School District. The vote was as follows:

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

Miss Katsock informed the Board that she attended a Coughlin Cheerleaders Breakfast Fundraiser and stated it was a pleasant well run event. Miss Katsock suggested that it would be beneficial to the Board if School Organizations would inform Ms. Wallace of upcoming events and then have that information made available to the Board.

Miss Katsock also stated that she noticed that there was not a "No School Zone" sign at Meyers.

Dr. Prevuznak, Superintendent, informed Miss Katsock that he would direct John Chimento to insure that there was a "No School Zone" sign placed at Meyers High School.

Mr. Latinski, motioned, seconded by Miss Katsock, to authorize Dr. Bernard Prevuznak, Superintendent or Business Manager, Leonard B. Przywara to sign an electricity supplier contract on behalf of the Board.

The vote was as follows:

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

Summary of Minutes
Regular Board Meeting
Monday, November 5, 2012

There were no **Communications from Solicitors**

Report of the Secretary

December

Reorganization Meeting
Monday, December 3, 2012 – 5:30 PM

President Toole noted that the Board was going into Executive Session following the adjournment of this evening Board Meeting of November 5, 2012.

Ms. Evans moved, seconded by Dr. Corcoran, to adjourn the Meeting.

President Toole adjourned the Meeting at 8:14 PM.