

Summary of Minutes
Regular Board Meeting
October 7, 2013

President, John R. Quinn called the meeting to order at 7:10 PM.

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

Board Secretary Leonard B. Przywara called the roll.

8 MEMBERS PRESENT: Elmy, Evans, Galella, Katsock, Latinski, Susek, Walker, Quinn

1 MEMBER ABSENT: Toole

President Quinn stated:

- The chair wishes to announce that the Board held an Executive Session prior to the Regular Board Meeting of October 7, 2013.
- 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 Miss Katsock, to approve the minutes of the Regular Board Meeting of August 12, 2013 and the Special Meeting/General Purposes of August 27, 2013 and dispense with the reading of those minutes. The vote was as follows:

All In Favor: Elmy, Evans, Galella, Katsock, Latinski, Susek, Walker, Quinn

Treasurer's Report

Business Manager/Board Secretary, Leonard B. Przywara, presented the Treasurer's Report for the month ending August 31, 2013.

Ms. Evans, moved, seconded by Miss Katsock, to accept the Treasurer's report for the month ending August 31, 2013. The vote was as follows:

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

There were **no bids to be opened**

There was no **Unfinished Business**

Communications from the Superintendent

Dr. Prevuznak informed the Board that the State has released the School Performance Profiles which are going to take the place of the Yearly Progress Report in regard to how schools are performing. Dr. Prevuznak further informed the Board that the High School Performance Reports are not available due to the fact that the Keystone Exams do not take place until January, 2014 and noted that the Wilkes-Barre Area School District Elementary Schools received average grades. Dr. Prevuznak stated that the District is engaged in a transitional year in regard to the Reading Program and noted that the District is pro-actively addressing the scores the District has received and is working toward helping the students perform better in regard to testing. Dr. Prevuznak stated that the School Profiles will provide information to the District in regard to areas that need to be examined.

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Communications from Citizens

Simon Saba, 349 McLean Street, Wilkes-Barre, PA 18702

Mr. Saba addressed the Board in regard to problems and concerns in regard to Berkheimer Associates. Mr. Saba expressed to the Board that he owns several properties within the Wilkes-Barre Area School District and he has experienced extreme difficulty in his efforts to communicate with Berkheimer Associates in regard to paying his taxes.

Board Secretary/Business Manager, Leonard B. Przywara, offered to meet with Mr. Saba to help resolve any issues or concerns in regard to Berkheimer Associates.

LUZERNE INTERMEDIATE UNIT

Miss Katsock informed the Board that the next meeting of the LIU will be held on October 23, 2013, at 6:30 PM at the Luzerne Intermediate Unit.

WILKES-BARRE AREA CAREER AND TECHNICAL CENTER

Dr. Susek informed the Board that a copy of the Board Meeting Minutes of the September Meeting held at the Wilkes-Barre Area Career and Technical Center has been provided to the Board of Directors of the Wilkes-Barre Area School District.

CURRICULUM COMMITTEE REPORT

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

1. That permission be granted for the Coughlin, G.A.R. and Meyers High School Marching Bands to participate in the following Wilkes-Barre City Parades.

Christmas Santa Parade
St. Patrick's Day Parade
Veteran's Day Parade

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

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

BUDGET FINANCE COMMITTEE REPORT

Mr. Elmy 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
Apollo Group, Inc.	G.A. R. Memorial Stage & HVAC	Capital Projects	10	\$287.30
Fieldturf USA, Inc.	G.A.R. High School Track	Capital Projects	628212	\$46,575.52
Leonard Engineering, Inc.	G.A.R. High School Stage HVAC	Capital Projects	04	\$750.00

2. That approval be given to contribute \$17,200.00 to Wilkes-Barre City for the 2013-2014 maintenance of the Municipal Athletic Fields. This is the same amount as was contributed for the 2012-2013 school year.
3. That approval be given to exonerate the following listed property owner from the payment of school 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
John H. Baranski, Jr.	49 Hancock Street Plains, PA	February 26, 2013

4. That approval be given to engage the services of Berkheimer OneSource to manage the processing, printing and mailing of the 2013 "Homestead/Farmstead ACT-1 Application", as required by the Taxpayer Relief Act, Act 1 of Special Session 1 of 2006. The cost of these services is \$0.459 per application, plus postage.

B. FEDERAL

That, in accordance with the authority of the Board, the following Federal Project wire transfer #137 and Chapter I wire transfers #1168-1176 and check #636-639 and checks #1222-1249 were drawn for payment since the last regular meeting of the Board of Education held on August 12, 2013 be approved.

C. That payment be approved for the following General Fund wire transfers #2034-2051 and checks #32776-32880 and checks #32888-32958 and Food Service checks #2273-2282 which were drawn for payment since the last special meeting of the Board of Education held on September 24, 2013.

D. That the checks listed on the following pages # 32881-32887 and checks #32959-33055 which have been inspected be approved and that orders be drawn for the respective amounts set down opposite the names of persons or firms.

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

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

1 Nay: Katsock, – Items: A - #2, C & D

There was no **ATHLETIC COMMITTEE REPORT**

CONTRACTED SERVICES COMMITTEE REPORT

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

1. That approval be given to enter into an Agreement with the City of Wilkes-Barre, whereby the City will place a uniformed police officer in each of the School District's three (3) High Schools as "Resource Officers" for the 2013-2014 school year. The annual cost of this placement is \$150,000.00.
2. That approval be given to the Change Order, submitted by Yannuzzi, Inc., P.O. Box A, Hazleton, PA 18201 in respect to the GAR Memorial High School Auditorium HVAC Project. This change order, which traces the existing conduits, and disconnect conduit which hinders duct work under the stage will increase the cost of this project by \$2,053.31.
The new contract price will be \$262,039.31.
3. That approval be given to prepare a Request For Proposal (RFP), and advertise same in respect to an upgrade of the fire alarm system at E.L. Meyers High School.
4. That approval be given to award the contract for the replacement of lower level exterior doors at E.L. Meyers High School to Frank N. Henry, Inc., 540 S. Main Street, Wilkes-Barre, PA at their low quote in the amount of \$6,900.00.

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

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

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

The Coughlin Drama Club in association with the Misfit Players, requests permission to present a "Musical Review Show" to be held at Coughlin High School auditorium on the following dates:

January 17, 2014 – 7:00 PM
January 18, 2014 – 7:00 PM
January 19, 2014 – 3:00 PM

DAN FLOOD ELEMENTARY

Big Brothers Big Sisters of The Bridge request permission to use the cafeteria and gym at Dan Flood Elementary on Mondays beginning October 21, 2013 thru May 19, 2014 from 3:00 PM to 4:45 PM for the "Supervised Afternoon Mentoring Program".

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DODSON ELEMENTARY

Big Brothers Big Sisters of The Bridge request permission to use the cafeteria at Dodson Elementary on Tuesdays beginning October 8, 2013 thru May 20, 2014 from 3:00 PM to 4:45 PM for the "Supervised Afternoon Mentoring Program".

KISTLER ELEMENTARY

Big Brothers Big Sisters of The Bridge request permission to use the gym at Kistler Elementary on Wednesdays beginning October 9, 2013 thru May 20, 2014 from 3:00 PM to 5:00 PM for the "Supervised Afternoon Mentoring Program".

SOLOMON/PLAINS JR. HIGH

- a. Brian Fischer, Activities Director of Solomon/Plains Jr. High requests permission to hold the "Annual Winter Wonderfest Dinner Dance" for 7th and 8th grade students in the cafeteria on Friday, February 7, 2014 from 6:00 PM to 10:00 PM. There will be no custodial fees incurred.
- b. Tom Belles, Solomon/Plains Jr. High Wrestling coach requests permission to hold bi monthly booster club meetings in the Solomon/Plains cafeteria on Tuesdays from 6:00 PM to 7:00 PM.

2. **Requests for USE OF GYMS, STADIUM, & FIELDS:**

COUGHLIN HIGH SCHOOL

The Coughlin High School Varsity Softball Booster Club requests permission to use the gym at Coughlin High School to hold a "Dodge Ball Fundraising Tournament" on November 14, 2013 from 7:00 PM to 10:00 PM.

DAN FLOOD ELEMENTARY

John Mooney, Dean of Students at Dan Flood Elementary requests permission to hold basketball practice and games for 4th, 5th and 6th grade students of Dan Flood Elementary on Tuesdays, Wednesdays, Thursdays and Saturdays beginning October, 2013 through March, 2014.

SOLOMON/PLAINS JR. HIGH

Brian Fischer, Activities Director of Solomon/Plains Jr. High requests permission to hold the "Annual Charity Basketball Game" on Friday, March 28, 2013 from 5:00 PM to 10:00 PM. All proceeds from the event will go to the Ronald McDonald Charities/Ronald McDonald House and the Wilkes-Barre Area School District Foundation. Faculty members from Solomon/Plains Elementary and Solomon/Plains Jr. High will be encouraged to participate along with faculties from other schools within the Wilkes-Barre Area School District. Any faculty member who participates will sign a waiver of release. No custodial fees will be incurred.

OTHER

Wilkes-Barre Township Recreation Board requests permission to use the Wilkes-Barre Township gym to host their "Annual Basketball Program" for Wilkes-Barre Area Students beginning January 6, 2014 thru March 28, 2014 from 7:00 PM to 9:00 PM. Proof of insurance has been provided to Wilkes-Barre Area School District.

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

All In Favor: Elmy, Evans, Galella, Katsock, Latinski, Susek, Walker, Quinn

1 Nay: Evans - Solomon/Plains Jr. High – Item - a

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4. That **Tara Murphy** be appointed (ESL) as a temporary professional employee on the 6th step of the salary schedule, effective August 26, 2013. (correction of starting step previously listed on Personnel Report of August 1, 2013)
5. That the following Title I teachers, selected by the building principal of each Title I school be appointed to act as that school's Title I parent liaison, at an annual stipend of \$500.00 per building. The duties of a parent liaison shall include communication with parents and participation in the planning of Title I School/District events.

BUILDING	TITLE I TEACHER
Boyd Dodson Elementary	Lori Gardner and Linda Gubitose
Daniel J. Flood Elementary	Mary Jo Petlock
Heights Murray Elementary	Michael Caprar
Dr. David Kistler Elementary	Sandra Atherton
Solomon/Plains Elementary	Lorraine Farrell
Solomon/Plains Jr. High	Cecilia Baltusavich
G.A. R. Memorial Jr./Sr. High	Carol Kolodziej
E.L. Meyers Jr./Sr. High	Maryann Rizzo

B. CLASSIFIED

Human Resource

1. That **Frank J. Castano** be appointed Administrator of Human Resource, effective October 8, 2013.

Secretarial

1. That **Sandra Elmy** be appointed a Grade I Elementary Secretary at a salary in accordance with the Collective Bargaining Agreement, effective October 8, 2013.

Para Professional

1. That **Dianne Spencer** be appointed a Para Professional at an hourly rate in accordance with the Collective Bargaining Agreement, effective October 8, 2013.
2. That **Cathy Hutter** be appointed a Para Professional at an hourly rate in accordance with the Collective Bargaining Agreement, effective October 8, 2013.

Teacher Associate

1. That the resignation of **Richard Wren** be accepted with regret, effective October 4, 2013.
2. That **Melanie Cunius** be appointed a 20 hour per week ESL teacher associate at an hourly rate in accordance with the Collective Bargaining Agreement, effective October 8, 2013.

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Crossing Guard

1. That **Alan Savage** be appointed a substitute crossing guard at an hourly rate in accordance with the Collective Bargaining Agreement, effective October 8, 2013.
2. That **Lisa O'Boril** be appointed a substitute crossing guard at an hourly rate in accordance with the Collective Bargaining Agreement, effective October 8, 2013.

C. ATHLETICS

1. 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.

Meyers	Jr. High Wrestling	Head Coach	Glenn Zimmerman
Meyers	Jr. High Wrestling	Asst. Coach	Ronald Swingle
Meyers	Jr. High Girls Basketball	Asst. Coach	_____ TABLED
Meyers	Swimming/Diving	Asst. Coach	Colleen Hoban
Meyers	Wrestling	Vol. Coach	Vito Pasone
Meyers	Wrestling	Vol. Coach	Harrison Sheetz, Jr.
Meyers	Wrestling	Vol. Coach	William Weber
Meyers	Girls Basketball	Vol. Coach	Harlan Tabron

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

- 8 Ayes:** Elmy, Evans, Galella, Katsock, Latinski, Susek, Walker, Quinn
2 Nays: Elmy, Evans – A – Professional – Item #1
2 Nays: Evans, Katsock – B – Classified – Secretarial – Item #1
1 Nay: Walker – B – Classified – Human Resource – Item #1
1 Abstain: Elmy – B – Classified – Secretarial – Item #1

Mr. Latinski presented Resolution #1

RESOLUTION

WHEREAS, the recent death of **Bernard M. Prevuznak** has brought sorrow to his family, friends, and all who knew him; and

WHEREAS he served the Wilkes-Barre Area School District as the first special education teacher hired by the school district until his retirement in 1992,

WHEREAS, he is the Father of Dr. Bernard S. Prevuznak, Superintendent of the Wilkes-Barre Area School District,

WHEREAS, his passing on September 4th, 2013 will leave an unfillable void in the lives of all who knew and loved him.

THEREFORE, BE IT RESOLVED, that his death be recorded in the minutes of the Board of School Directors and that the Secretary be instructed to express the sympathy of the members of the Board to his beloved wife Lorraine; devoted sons Bernard and Michael, daughter-in laws Sandra and Lisa; grandchildren Rachael, Brandon, and Mathew; great grandchildren Kaden and Evan; brother Stephen; sisters Monica and Jean; and all of his remaining family members.

Resolution 1
October 4, 2013

Mr. Latinski moved to accept the Resolution by Acclamation.

Dr. Prevuznak expressed his deep appreciation for all the prayers, cards, and donations that were sent to him and his family in remembrance of his Father.

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New Business

Board President, John Quinn, presented Maryanne W. Toole's letter of resignation from the Board of Directors of the Wilkes-Barre Area School District effective, Monday, October 7, 2013.

Ms. Evans motioned, seconded by Mr. Galella, to accept the resignation of Maryanne W. Toole from the Board of Directors of the Wilkes-Barre Area School District. The vote was as follows:

All In Favor: Elmy, Evans, Galella, Katsock, Latinski, Susek, Walker, Quinn

Communications from Solicitor

Attorney Wendolowski informed the Board that it would be necessary to advertise for a replacement on the Board of Directors of the Wilkes-Barre Area School District to fill the vacancy created by the resignation of Maryanne W. Toole.

Board Secretary, Leonard Przywara, was instructed to advertise the Board Vacancy in the Citizens' Voice, Times Leader and on the District Website, and state that a letter of interest along with a resume was required to be sent to Dr. Bernard Prevuznak, Superintendent, and must be received/postmarked no later than, Monday, October 21, 2013. It was noted by Miss Katsock, that the Board had agreed in the past that any submission that did not include a letter of interest/resume would not be considered.

Leonard Przywara, Board Secretary/Business Manager announced the following Meeting schedule.

November – 2013

Committee Meeting

Wednesday, November 6, 2013 – 5:30 PM

Regular Board Meeting

Wednesday, November 6, 2013 – 7:00 PM

Ms. Evans moved to adjourn the Meeting.

President Quinn adjourned the Meeting at 7:43 PM.