

Summary of Minutes
Regular Board Meeting
September 11, 2017

President Denise T. Thomas called the meeting to order at 6:44 PM.

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

Board Secretary Thomas F. Telesz called the roll.

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

President Thomas stated:

- The chair wishes to announce that the Board held an Executive Session prior to the Committee Meeting of September 11, 2017 and prior to the Regular Board Meeting of September 11, 2017.
- 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 Mr. Evans, to approve the minutes of the Regular Board Meeting of August 7, 2017 and the Special/Meeting - General Purposes of August 24, 2017 and dispense with the reading of those minutes.

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

Thomas F. Telesz, Business Manager/Board Secretary, presented the Treasurer's Reports of May 2017 through June 2017.

**WILKES-BARRE AREA SCHOOL DISTRICT
CASH ACCOUNT BALANCES
MONTH ENDING MAY 31, 2017**

GENERAL

FUNDS

GENERAL FUND CHECKING - FNCB	(\$1,762,147.52)
GENERAL FUND CASH CONCENTRATION - FNCB	\$8,686,564.66
FEDERAL PROGRAMS - FNCB	\$401,665.56
FEDERAL PROGRAMS CHAPTER 1 -FNCB	\$679,778.24
FNB BANK	\$442,986.01
FNB BANK	\$73,816.55
JANNEY MONTGOMERY SCOTT	\$1,691,772.46
PNC BANK	\$384,505.59
PNC BANK INVESTMENT	\$5,377,526.12
LPL LINSKO PRIVATE LEDGER	\$828,744.89
EARNED INCOME TAX ACCOUNT-FNCB	\$3,539.09
COMMONWEALTH INVESTMENT #1	\$11,678.88
REAL ESTATE TAX ACCOUNT - FNCB	\$0.00
LANDMARK CD	\$464,793.11
PLGIT EIT	\$823,566.52
TOTAL GENERAL FUND	\$18,108,790.16

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SPECIAL REVENUE FUNDS	
2003 CAPITAL PROJECTS CASH CONCENTRATION-FNCB	\$16,805,738.31
ATHLETIC FUND-FNB BANK	\$110,698.78
TOTAL SPECIAL REVENUE FUND	\$16,916,437.09
TRUST AND AGENCY FUNDS	
PAYROLL CHECKING-FNCB	\$1,754,898.04
PAYROLL CLEARING -FNCB	\$262.92
WHOLE LIFE GROUP TRUST-CITIZENS BANK	\$179,316.78
ELEMENTARY ACTIVITY FUND-Landmark BANK	\$128,648.01
SECONDARY ACTIVITY FUND-Landmark BANK	\$316,492.30
COMMONWEALTH INVESTMENTS #5	\$335,546.53
TOTAL TRUST AND AGENCY FUND	\$2,715,164.58
FOOD SERVICE FUND	
CHECKING ACCOUNT-Landmark Bank	\$1,369,507.46
TOTAL FOOD SERVICE FUND	\$1,369,507.46
DEBT SERVICE FUND	
COMMONWEALTH INVESTMENTS #7	\$9,341.26
TOTAL DEBT SERVICE FUND	\$9,341.26

**WILKES-BARRE AREA SCHOOL DISTRICT
CASH ACCOUNT BALANCES**

MONTH ENDING JUNE 30, 2017

GENERAL	
FUNDS	
GENERAL FUND CHECKING - FNCB	(\$1,837,892.57)
GENERAL FUND CASH CONCENTRATION - FNCB	\$8,024,722.18
FEDERAL PROGRAMS - FNCB	\$391,192.98
FEDERAL PROGRAMS CHAPTER 1 -FNCB	\$417,467.72
FNB BANK	\$443,168.06
FNB BANK	\$73,846.89
JANNEY MONTGOMERY SCOTT	\$1,691,786.37
PNC BANK	\$384,613.20
PNC BANK INVESTMENT	\$5,361,966.12
LPL LINSKO PRIVATE LEDGER	\$828,753.52
EARNED INCOME TAX ACCOUNT-FNCB	\$2,929.28
COMMONWEALTH INVESTMENT #1	\$11,688.18
REAL ESTATE TAX ACCOUNT - FNCB	\$0.00
LANDMARK CD	\$464,998.38
PLGIT EIT	\$823,995.82

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TOTAL GENERAL FUND	\$17,083,236.13
SPECIAL REVENUE FUNDS	
2003 CAPITAL PROJECTS CASH CONCENTRATION-FNCB	\$16,666,029.02
ATHLETIC FUND-FNB BANK	\$110,731.05
TOTAL SPECIAL REVENUE FUND	\$16,776,760.07
TRUST AND AGENCY FUNDS	
PAYROLL CHECKING-FNCB	\$1,592,005.16
PAYROLL CLEARING -FNCB	\$262.93
WHOLE LIFE GROUP TRUST-CITIZENS BANK	\$174,331.64
ELEMENTARY ACTIVITY FUND-Landmark BANK	\$117,369.46
SECONDARY ACTIVITY FUND-Landmark BANK	\$296,941.58
COMMONWEALTH INVESTMENTS #5	\$335,813.81
TOTAL TRUST AND AGENCY FUND	\$2,516,724.58
FOOD SERVICE FUND	
CHECKING ACCOUNT-Landmark Bank	\$2,453,843.87
TOTAL FOOD SERVICE FUND	\$2,453,843.87
DEBT SERVICE FUND	
COMMONWEALTH INVESTMENTS #7	\$9,348.71
TOTAL DEBT SERVICE FUND	\$9,348.71

Miss Katsock moved, seconded by Mr. Galella, to adopt the Treasurer's Report of May, 2017 through June, 2017. The vote was as follows:

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

Report of the Superintendent

Dr. Costello, Superintendent, welcomed back students and parents for the beginning of the new school year. Dr. Costello expressed his gratitude to all who had the opportunity to attend the Informal Meetings and tours that were recently held at the three High Schools and noted that he was looking forward to hosting future meetings in alternate buildings within the Wilkes-Barre Area School District. Dr. Costello stated that students would be bringing literature home in regard to raising funds for the victims of hurricanes Harvey and Irma. Dr. Costello noted that Wilkes-Barre Area School District will be working with other School Districts in a fund raising effort to support the cause of hurricane relief. Dr. Costello stated that information in regard to raising funds would also be posted on the District website and encouraged everyone, if possible, to participate in the fund raising program.

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. Colonel Charles Luce
2. Angel Mathis
3. Chris Artcavage
4. Michelle Dotzel
5. Sam Troy
6. Kim Borland
7. Joe Borland
8. Dr. Richard Holidick
9. Melissa Patla
10. Dave Wilson

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

1. Information was presented in regard to Essay Contest sponsored by Wyoming Valley Veteran's Day Parade Committee.
2. Debate in regard to site for new consolidated High School needs to end and site needs to be chosen.
3. Issues in regard to bus transportation for students who are attending Holy Redeemer.
4. Informal Meetings and tours arranged by Dr. Costello were appreciated.
5. Why is it necessary to move forward with closing Meyers when it appears to be in good condition?
6. The contract with the architects should not be approved.
7. Taxes for residents will rise for the next fifty years due to the building of the new Consolidated High School.
8. Questions in regard to bills paid from Bedwick Foods.
9. Questions in regard to a Right To Know Request that was submitted regarding Seismic Bracing as it relates to Meyers High School.
10. Wilkes-Barre City states they cannot locate any letter sent to them regarding Meyers High School Seismic Bracing Report.
11. The credibility of the WBASD Board opinion as it relates to the condition of Meyers High School is suspect.
12. The Board needs to secure a second opinion in regard to the condition of Meyers High School.
13. The cyclone fence at G.A.R. High School is a safety concern/hazard in the event of a fire at G.A.R. High school.

At this time the following motion was made:

Miss Katsock moved, seconded by Rev. Walker, to allow Joe Borland to relinquish the five minutes he signed in for to address the Board to Tracy Hughes. The vote was as follows:

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

14. Thanks was expressed to Dr. Costello, Tom Telesz, James Geiger and Rev. Shawn Walker for their help in serving breakfast to those students and coaches who attended the Meyers Football Booster Club Annual Breakfast at Meyers High School.
15. Has the District considered a contract with any other companies besides Borton Lawson?
16. The metal detectors used at the G.A.R. football game sent a negative message to the people attending the game.
17. Are metal detectors going to be used at the games played by Holy Redeemer in Wilkes-Barre Memorial Stadium?
18. There should be more concern placed on monitoring Miner Park due to illegal drinking and illegal drug use prior to the start of games at Wilkes-Barre Memorial Stadium.

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19. The Board should consider visiting Dupont High School.
20. The Board needs to research published opinions on new Construction Vs Restoration.
21. The SOS organization is requesting that the Board obtain a second opinion from Bancroft.
22. The Board should explain their votes as they relate to votes on motions being made under Committee Reports.
23. Which Board Members acknowledge reading the Bancroft Report?
24. Metal detectors do not portray a positive image and did the District purchase the metal detectors out of District funds?
25. The tours of the schools following the Informational Meetings were helpful, however, there is disagreement amongst the Community with issues being presented in regard to condition of the buildings.

Superintendent Brian Costello, Board Members Joseph Caffrey, Dino Galella, John Quinn, Rev. Walker, Business Manager/Board Secretary, Tom Telesz, Project Manager, Gary Salijko and Solicitor Ray Wendolowski, responded to the various questions/statements presented by the Citizens who addressed the Board.

LUZERNE INTERMEDIATE UNIT

Miss Katsock stated the next meeting of the LIU will be held on September 27, 2017 at 6:30 PM.

WILKES-BARRE AREA CAREER AND TECHNICAL CENTER

Mr. Quinn informed the Board the next meeting for the Wilkes-Barre Career and Technical Center is September 18, 2017 at 6:30 PM.

CURRICULUM COMMITTEE REPORT

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

1. To ratify an agreement with The Graham Academy, 1 Institute Lane, Kingston, PA to provide special education services to students of the Wilkes-Barre Area School District for the 2017-2018 school year.

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

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

1 Nay: Katsock

CONTRACTED SERVICES COMMITTEE REPORT

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

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 Rainey & Rainey, Certified Public Accountants, 1170 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 Budget, Circular A- 133, Audits of States, Local Governments and Non-Profit Organizations for the fiscal years ended June 30, 2016 through June 30, 2019.

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2. That ratification be given to the change order requests of Dunmore Roofing and Supply, Inc. in respect to the G.A.R. High School Roof Project.

Due to unforeseen conditions - Replacement of deteriorated plywood sheathing and installation of fascia \$7,418.40

3. To ratify a contract with Mark Callahan Construction, LLC., for the E. L. Meyers High School Stadium Passage Shed Project at the base bid of \$8,425.00 along with an add-on of \$2,450.00 for the construction of a 10 foot wall at each end of the elevated walkway. This award is based on the recommendation of the Apollo Group, Inc., the District's Construction Manager.
4. That approval be given to enter into a contract with Conrad Siegel Actuaries, 501 Corporate Circle, P.O. Box 5900, Harrisburg, PA to ensure this District is in compliance with Sections 6055 and 6056, Employer Reporting Mandate under the Affordable Care Act (ACA) for calendar year 2017, in accordance with the terms and conditions of their proposal, at a cost not to exceed \$8,600.00.
5. To enter into an agreement with Williams Kinsman Lewis Architecture, PC for the design of a new secondary center on an approximately 80-acre site located in Plains Township, Pennsylvania at the fees listed below:

<u>Construction Costs</u>	<u>Fee</u>
\$60,000,000.00 to \$95,000,000.00	4.3%
\$95,000,001.00 to 105,000,000.00	4.2%

Other Costs

Survey and Land Development	Not to exceed \$803,000.00
Specialty Foundations	3 % of Mat Construction cost less the estimated conventional system cost.

6. That ratification be given to the Building and Property insurance coverage for the property located at 20 Casey Avenue, Wilkes-Barre, PA 18702 through Seneca Specialty Insurance Company, effective September 12, 2017 at a rate of \$20,599.88.

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

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

1 Nay: Katsock - #2

1 Nay: Thomas - #3

2 Nays: Katsock, Walker - #5

2 Nays: Evans, Quinn - #6

BUDGET FINANCE / MATERIAL SUPPLIES 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:

Abmech, Inc.	Coughlin Asbestos Abatement	Capital Projects	App. No. 9 Final	\$129,027.79
Apollo Group, Inc.	GAR Chiller Tower	Capital Projects	AGI-16039- WBASD – PR#8	\$67.60
Apollo Group, Inc.	GAR Exterior Facade	Capital Project	AGI-15052- WBASD – PR#8	\$473.20
Masonry Preservation Services, Inc.	GAR Pilot Phase Project	Capital Projects	App. No. 3	\$118,109.00
Dunmore Roofing & Supply Co., Inc.	GAR Re-Roof Project	Capital Projects	App. No. 7	\$184,148.10
Apollo Group, Inc.	GAR Re-Roof Project	Capital Projects	App. No. 8	\$5,512.00
Callahan Construction	Meyers Stadium Passage	Capital Projects	App. No. 1	\$9,787.50
Callahan Construction	Meyers Stadium Passage	Capital Projects	App. No. 2	\$1,087.50
Apollo Group, Inc.	New High School Plains Site	Capital Projects	AGI-16045- WBASD PR#7	\$2,224.61
Geo-Science Engineering, Co, Inc.	New High School Plains Site	Capital Projects	Inv. #016255	\$68,678.10

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

PROPERTY ADDRESS	PARCEL NO.	PROPOSED BID
11 Elk lane Wilkes-Barre., PA	73-H9SE4-027-008-000	500.00

3. That approval be given to appoint Thomas F. Telesz, Business Administrator as Trustee, and Dr. Brian J. Costello, Superintendent, as Alternate Trustee to the Northeast Pennsylvania School Districts Health Trust for the 2017-2018 school year.

4. That approval be given to the Board of Education and the Solicitor to attend educational meetings, seminars and conferences during the 2017-2018 school year, and that such attendance be in accordance with the requirements of Section 516 of the Pennsylvania School Code, Act 155 and all other statutes that may be enacted, and in accordance with the policies adopted by the Board of Education. Included under conferences are the Pennsylvania School Boards Association (PSBA) Annual State Conference, the National School Board Association (NSBA) Annual Conference, and the American Association of School Administrators (AASA) Annual Conference.

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5. That after having reviewed bids received on September 6, 2017 award is made to the following vendors for:

FOOD SERVICE DELIVERY VAN
(2017 Chevy Express 2500 as bid)

Bonner Chevrolet
Kingston, PA

\$24,699

B. FEDERAL

That, in accordance with the authority of the Board, the following Federal AP Checks #1652-1669 and Federal Wire transfer #201700143 and Chapter I AP checks #1755-1760 and Chapter I Wire Transfers #201700144-201700156 were drawn for payment since the last regular board meeting of the Board of Education held on August 7, 2017 be approved.

- C. That payment be approved for the following General Fund Wire Transfers #201710641 - #201710659 and General Fund checks, #46375-46419 and Food Service Checks #2977-2992 which were drawn for payment since the regular board meeting of the Board of Education held on June 27, 2017.
- D. That the checks listed on the following pages #46420 to #46539 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 Dr. Susek, to adopt the report. The vote was as follows:
9 Ayes: Caffrey, Evans Galella, Geiger, Katsock, Quinn, Susek, Walker, Thomas
2 Nays: Katsock, Thomas – A #1

There was no **ATHLETIC COMMITTEE REPORT**

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

There was no **TRANSPORTATION COMMITTEE REPORT**

BUILDING MAINTENANCE COMMITTEE REPORT

Rev. Walker noted that the work request program for custodians is in place and being utilized.

There was no **POLICY COMMITTEE REPORT**

PATHWAY/NEW CONSTRUCTION/TRANSITION REPORT

Mr. Caffrey noted that there was a Transition Committee meeting in August and all activities are being evaluated by the Transition Team. A full report, which will include recommendations will be presented at the October Regular Board Meeting.

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 the following temporary professional employees, having received their final satisfactory evaluation, be classified as permanent professional employees:

Stephanie Brewster	Karen Coyne	Maria Deno
Susan Ferretti	Ashley Filipek Pasquariello	Sara Gravine
Courtney Griffiths	Jill Hall	Samantha Kishbach
Denise Kroll	Heather Lavelle	Leah Considine
Gerard McGroarty	James McLaughlin	Megan Petrylak
Keli Shanahan	Jessica Speicher	Leah Zelinka

2. That **John Mooney's** request for unpaid leave for the 2017-18 school year be approved.
3. That **Judith Brominski's** request for a sabbatical for the 2017-18 school year be approved.
4. That **Tammy Latinski** be appointed an Elementary Education Long Term Substitute for the 2017-18 school year. (Amended from August 24, 2017 Board Meeting)
5. That **Veronica Tobin** be appointed an Elementary Education Long Term Substitute for the 2017-18 school year.
6. That **Anthony Dominick** be appointed as a Music Education Long Term Substitute for the first semester of the 2017-18 school year.
7. That **Brittany Hess** be appointed as a Title I Secondary Math Long Term Substitute for the first semester of the 2017-18 school year.

B. Secretaries and Teachers' Associates

- a. That the resignation of **Sharon Koter** be accepted with regret.
- b. That the retirement of **Elisa DeGraffenreid** be accepted with regret effective June 9, 2017.
- c. That the resignation of **Nadia Marie Zukosky** be accepted with regret.
- d. That **Linda Scarantino** request for an unpaid leave from her paraprofessional position for the first semester of the 2017-18 school year be approved.

C. Security Greeter

- a. That the resignation of **Donald Smith** be accepted with regret.
- b. That the resignation of **Harold Cawley** be accepted with regret.

D. 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. All appointments are effective upon all PDE required clearances and documents being submitted.

GAR	Field Hockey	Junior High Assistant Coach	TABLED
Meyers	Girls Basketball	Junior High Assistant Coach	TABLED
Meyers	Field Hockey	Junior High Assistant Coach	Kendra Krolick
Coughlin	Boys Lacrosse	Varsity Head Coach	David Kelley
Coughlin	Girls Basketball	Varsity Head Coach	TABLED
Coughlin	Girls Swimming	Varsity Head Coach	Kathleen Snee

ADDENDUMS

- 1. That **Robert Makaravage** be appointed as the Director of Special Education & Instructional-Consolidated Position-at a salary to be determined by the Act 93 Agreement.

A. Secretaries and Teachers' Associates

- 1. That **Jessica Krutski** be appointed a part time paraprofessional/personal care assistant, 20 hours per week.
- 2. That **Jocelyn Chocallo** be appointed a part time paraprofessional/personal care assistant, 20 hours per week.
- 3. That **Debra Pickett** be appointed a part time paraprofessional/personal care assistant, 20 hours per week.
- 4. That **Jean Campas** be appointed a part time paraprofessional/personal care assistant, 20 hours per week.
- 5. That **Sharon Yale** be appointed a part time paraprofessional/personal care assistant, 20 hours per week.

E. Athletics

- a. 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 Girls Volleyball Volunteer Assistant Coach **Rachel Wallace**

A. Professionals

1. That **Michelle Binker** be appointed a long term sub school nurse.
2. That **Maura Mattick** be appointed a full time school nurse.
3. That **Sara Woznock** be appointed a full time school nurse.

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

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

New Business

Mr. Caffrey moved, seconded by Miss Katsock, to take the necessary steps to explore the possibility of the sale of the Wilkes-Barre Township Property with the condition/agreement that part of the sale agreement would stipulate that the WBASD would have continued use of fields for sports activities. The vote was as follows:

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

Rev. Walker moved, seconded by Miss Katsock, to grant approval to the District to seek a second opinion in regard to the condition of Meyers High School. The vote was as follows:

4 Ayes: Geiger, Katsock, Quinn, Walker

5 Nays: Caffrey, Evans, Galella, Susek, Thomas

There was no **Solicitor's Report**

President Thomas adjourned the Meeting at 8:32 PM