

Summary of Minutes
Regular Board Meeting
Monday, April 7, 2014

President, Louis M. Elmy called the meeting to order at 7:00 PM.

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

Board Secretary Leonard B. Przywara called the roll.

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

President Elmy stated:

- The chair wishes to announce that the Board held an Executive Session prior to the Regular Board Meeting of April 7, 2014.
- 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 March 10, 2014 and dispense with the reading of those minutes. The vote was as follows:

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

There were **no bids to be opened**

Unfinished Business

Miss Katsock asked for confirmation that Berkheimer has been notified that they will not be renewed and an RFP has been prepared and advertised.

Board Secretary/Business Manager, Leonard B. Przywara confirmed that Berkheimer was notified that they will not be renewed and an RFP has been prepared and will be advertised.

Communications from the Superintendent

Dr. Prevuznak stated that the 2014-2015 School Calendar is listed in the Curriculum Report for Board approval at this evenings Board Meeting. Dr. Prevuznak further stated that Graduation is set for June 11, 2014, the last student day is June 12, 2014 and the last teacher day is June 13, 2014.

Dr. Prevuznak stated it will not be necessary to hold Senior Saturdays. Dr. Prevuznak noted that designated snow make up days are included in the 2014-2015 school calendar.

At this time the Board returned to unfinished Business.

Miss Thomas motioned, seconded by Rev. Walker, to authorize the Board to enter into an agreement with PNC Bank in the principal amount of the Bond refinance with an interest rate of 0.65 % which would also include the cost of bank Counsel to prepare documents. The vote was as follows:

9 AYES: Caffrey, Evans, Galella, Katsock, Quinn, Susek, Thomas, Walker, Elmy

Communications from Citizens

Jeff Ney, 703 Metcalf Street, Wilkes-Barre, PA

Mr. Ney informed the Board that the PSSA's are almost completed and everyone from students to teachers has worked very hard. Mr. Ney also informed the Board that Key Stone Exams are going to begin in May. Mr. Ney informed the Board that Teacher Appreciation Day is May 6, 2014. Mr. Ney stated that the dues the teachers pay to belong to the Teachers Association are used for a "Leadership Award" and this year's recipients are the following Seniors; April Haupt, Coughlin High School, Jocelyne Vazquez, G.A.R. High School and Emmalie Langan, Meyers High School, each recipient will be receiving \$3,500. Mr. Ney stated that in lieu of receiving a gift in honor of Teacher Appreciation Day the teachers have opted to give the money that would have been used to buy gifts to "The Fine Arts Fiesta". Mr. Ney informed the Board that the Annual Charity basketball Game that was held at the Solomon/Plains Complex was a huge success and a significant amount of money was raised that will be donated to the Ronald McDonald House. Mr. Ney also informed the Board that a National Pi Day was held in the elementary schools to generate interest in math and also stated that the elementary students participated in the "Pennies for Patients Program".

LUZERNE INTERMEDIATE UNIT

Miss Katsock informed the Board that the next meeting of the LIU will be held on Wednesday, April 26, 2014, at 6:30 PM at the Luzerne Intermediate Unit. Miss Katsock noted that all Wilkes-Barre Area Board Members were given copies of the minutes of the previous LIU Board Meeting.

WILKES-BARRE AREA CAREER & TECHNICAL CENTER

Mr. Quinn informed the Board that a Board Meeting of the WBACTC is scheduled for Monday, April 21, 2014. Mr. Quinn informed the Board that WBACTC has seven (7) shops and all are accredited by Building & Trades. Mr. Quinn noted that work is continuing on a new shop to provide education in the health care and day care industry and some of the Members of the Board of Directors of WBACTC are going to see the day care facilities/day care programs in Altoona, Pa. that are presently enjoying great success.

CURRICULUM COMMITTEE REPORT

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

1. That the following 2014-2015 calendar be adopted.

**WILKES BARRE AREA SCHOOL DISTRICT
2014-2015 SCHOOL CALENDAR**

August 21, 2014	Act 80/Professional Development
August 22, 2014	Staff Preparation Day
August 25, 2014	Student First Day – School Opens
August 29 – September 1	Schools Closed (Labor Day Weekend)
October 13, 2014	Columbus Day
November 11, 2014.....	Veteran’s Day
November 27 – December 1, 2014.....	Thanksgiving Vacation
December 24 -31, 2014 and January 2, 2015.....	Christmas Vacation
January 5, 2015.....	School Re-Opens
January 19, 2015.....	Martin Luther King Day
January 20, 2015.....	Second Semester Begins
February 13, 2015.....	Act 80/Professional Development
February 16, 2015.....	Presidents Day
* March 30 – April 1, 2015.....	Spring Break
April 2 – April 6, 2015.....	Easter Vacation
* April 7, 2015.....	Spring Break
April 8, 2015.....	School Resumes
* May 22, 2015.....	Memorial Day Break
May 25, 2015.....	Memorial Day
June 9, 2015.....	Last Student Day
June 10, 2015.....	Staff, Clerical, Evaluation, Planning, Last Teacher Day
* March 30 – April 1, 2015, April 7, 2015, May 22, 2015.....	Designated Make-Up Day

Days of Pupil Attendance Days	180
Staff Days.....	4
Total Days.....	184

2. That the 2013-2014 school calendar be amended as follows:

June 12, 2014	Last Student Day
June 13, 2014	Last Teacher Day

3. That approval be given to establish Wednesday, June 11, 2014, as Graduation Day for the Wilkes-Barre Area School District at the following times:

Meyers High School	10:30 AM	Meyers High School
G.A.R. High School	1:00 PM	G.A.R. High School
Coughlin High School	2:30 PM	F.M. Kirby Center

4. That approval be granted to hold Secondary Summer School at Coughlin High School beginning Monday, July 7, 2014 through Thursday, August 14, 2014 from 8:10 AM to 1:30 PM.

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5. That approval be granted for a Memorandum of Understanding that a flex schedule will be implemented in the Secondary Schools beginning in the 2014-2015 school year.
6. That approval be granted to hold a Title III ESL Elementary Summer Tutoring Program at Heights/Murray and Kistler Elementary Schools, Mondays through Thursdays from 8:00 AM to 12 Noon, beginning June 30, 2014 to July 17, 2014.
7. That approval be given to enter into a "Purchase of Education Agreement" with EIHAB Human Services, 1200 SR 92, Tunkhannock, PA to provide Education (Elementary and Secondary) Services to socially and emotionally disturbed children from this District. EIHAB Human Services' Special Education per diem rate for the 2013-2014 school year is \$144.45. A complete copy of the agreement (Exhibit "A") is on file in the Office of the Board Secretary, and incorporated into this resolution with full force and effect as if same had been pronounced in its entirety herein.
8. That approval be given to the "Memorandum of Understanding", by and between the District and the Luzerne/ Wyoming Counties Bureau for the Aging. This Memorandum, which will cover the three (3) year period of July 1, 2014 through June 30, 2017, will place 25-30 Foster Grandparents to serve 200 children with special or exceptional needs. A complete copy of this Agreement (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.
9. That the proposal, submitted by Judy Hislop, Dental Hygienist to replace the current fluoride rinsing program with a fluoride varnishing technique be approved, beginning with the 2014-2015 school year. This proposal, which will be cost effective, more patient compliant, less harmful and a better treatment modality has been endorsed by John Andrews, DDS, the District dentist.
10. The American Legion Post 815 of Wilkes-Barre Twp., requests permission for the G.A.R. High School Marching Band to participate in the "Annual Memorial Day Service and Parade" on Monday, May 26, 2014 from 10:00 AM to 11:30 AM.

Mr. Galella motioned, seconded by Miss Katsock, to accept the report. The vote was as follows:
9 Ayes: Caffrey, Evans, Galella, Katsock, Quinn, Susek, Thomas, Walker, Elmy

BUDGET FINACE COMMITTEE REPORT

Mr. Quinn 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
FieldTurf USA, Inc.	G.A.R. High School Track	Capital Projects	629739	\$7,961.63
Northeast Power & Controls, LLC	Wilkes-Barre Memorial Stadium Lighting	Capital Projects	01	\$8,595.00

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

PROPERTY OWNER	PARCEL NO.	PROPOSED BID
Mary E. Carey N. First Street Bear Creek Twp., PA	04-I14S3-003-004-000	\$500.00
Leyann Maxwell 502 E. Northampton St. Wilkes-Barre, PA	73-I10NW1-006-028-000	\$500.00

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
Robert J. Narusewicz	256 South Sherman Street Wilkes-Barre, PA	June 14, 2013

B. FEDERAL

That, in accordance with the authority of the Board, the following Federal AP Checks 1304-1309 and Federal Wire transfers 201300818. Chapter I wire transfers from March 1 through March 31, 2014 *and Chapter AP checks #1273-1287 which were drawn for payment since the last regular meeting of the Board of Education held on March 10, 2014* be approved.

- C. That payment be approved for the following General Fund wire transfers for March, 2014 and General Fund checks, # 34820-34862 and Food Service checks # 2365-2386 which were drawn for payment since the last regular meeting of the Board of Education held on March 10, 2014.
- D. That the checks listed on the following pages # 34863-35087 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. Quinn moved, seconded by Mr. Caffrey, to adopt the report. The vote was as follows:

- 9 Ayes:** Caffrey, Evans, Galella, Katsock, Quinn, Susek, Thomas, Walker, Elmy
1 Nay: Katsock, – Items: C & D

There was no **ATHLETIC COMMITTEE REPORT**

SAFETY/SECURITY COMMITTEE REPORT

Mr. Caffrey, Chairperson of the Safety and Security Committee, noted that there was no official report for this month; however, Mr. Caffrey stated that the first inaugural Safety/ Security Committee Meeting was held on March 17, 2014. Mr. Caffrey informed the Board that the meeting was attended by him (Mr. Caffrey) Mr. Evans and Officer Brian Lavan. Mr. Caffrey noted that the purpose of the Safety/Security Committee is to meet with Officer Lavan and members of his department on a monthly basis to review any security issues that have occurred during the previous month and to discuss what the District needs are currently and moving forward. Mr. Caffrey stated that the Safety/Security Committee will keep a finger on the pulse of what is required to keep our District buildings safe for all students, faculty and staff.

CONTRACTED SERVICES COMMITTEE REPORT

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

1. That the Business Administrator be authorized to solicit quotes in respect to the District's insurance coverage for the 2014-2015 school year.

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

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

BUILDING & GROUNDS COMMITTEE REPORT

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

1. **Requests for USE OF SCHOOL FACILITIES:**

KISTLER ELEMENTARY SCHOOL

The PTO of Kistler Elementary requests permission to host a "Movie Night Fundraiser" on April 25, 2014 from 6:30 PM to 9:30 PM. The movie "Frozen" has been deemed appropriate by the Building Principal.

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

MEYERS HIGH SCHOOL

Chris Gray, Meyers Girls Varsity Basketball coach requests permission to use the gym at Meyers High School on Mondays and Wednesdays from 7:00 PM to 8:00 PM beginning, Wednesday, April 9, 2014 through Wednesday, May 28, 2014 for basketball practice for students from the Wilkes-Barre Area School District who will participate in a traveling basketball league. There will be no cost to any student who participates and all individuals involved in coaching will have all necessary clearances. Proof of insurance will be provided and no custodial fees will be incurred.

SOLOMON/PLAIN COMPLEX

Plains Township Firefighters request permission to use the track at Solomon/Plains Complex on Saturday, April 19, 2014 from 8:00 AM to 4:00 PM for conditioning/training. Proof of insurance has been provided to the Wilkes-Barre Area School District.

WILKES-BARRE MEMORIAL STADIUM

Joseph P. O'Day, MCL Black Sheep 412, requests permission to hold a "High School Football Combine" at Wilkes-Barre Memorial Stadium on June 14, 2014 from 9:00 AM to 1:00 PM. There will be a 2 hour overtime custodial fee that will be the responsibility of Joseph P. O'Day, MCL Black Sheep 412.

OTHER

3. Plains Little League requests permission to use the Solomon/Plains Elementary School parking lot as a starting/coordinating area for the "Annual Plains Little League Opening Day Parade" on Saturday, April 19, 2014 beginning at 9:30 AM and ending at 10:30 AM.

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

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

There was no **LEGISLATIVE /FEDERAL REPORT**

MATERIAL SUPPLIES REPORT

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

1. That the Purchasing Agent be authorized to prepare specifications and advertise the following supplies, equipment and services, or where feasible purchase through participation in a joint purchasing consortium for the 2014-2015 school year.

General School Supplies	Physical Ed. Supplies
Art Supplies	Athletic Supplies & Equipment
Primary School Supplies	School Furniture
Custodial Supplies	Garbage and Refuse Removal
Elementary Library Magazines	High School Library Magazines
Cafeteria Supplies	Medical Department Supplies
Gym Floor Refinishing	Athletic Medical Supplies
Industrial Arts Supplies	Science Supplies
Home Economic Supplies	Various Vehicles
Entry Mat Rental Service	Spring Water Service
HVAC Service and Repair	Boiler Water Treatment Service
Video Surveillance Maintenance	Portable Toilet Rental Service

Mr. Galella included in the report a motion to reduce the cost of Material Supplies by 10%.

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

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

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 and any applicable pre-employment drug test.

A. Professional

1. That **Robert Makaravage** be appointed a Data/Cyber School Administrator at a Salary in accordance with the Act 93 Agreement, effective upon all required PDE clearances and documents being submitted.
2. That **Robert Watkins** be appointed an Elementary Assistant Principal at a Salary in accordance with the Act 93 Agreement, effective upon all required PDE clearances and documents being submitted.
3. That **Kayla Turonis** be appointed as a Day to Day Speech Pathologist Substitute, effective upon all required PDE. clearances and documents being submitted.
4. That the retirement of **Kathleen Drosey** effective the end of the 2013-14 school year be rescinded.
5. That the retirement of **Joseph Shafer** be accepted with regret effective the end of the 2013-14 school year.
6. That the retirement of **Ann Zak** be accepted with regret effective the end of the 2013-14 school year.
7. That the retirement of **Kathryn Kownacki** be accepted with regret effective the end of the 2013-14 school year.
8. That the retirement of **Charles Flannery** be accepted with regret effective the end of the 2013-14 school year.
9. That **Jennifer Wilson** be granted leave under FMLA, beginning on or about April 16, 2014, with her expected return on or about June 10, 2014.
10. That **Ralph Mancuso** be granted leave under Intermittent FMLA, beginning on March 10, 2014.
11. That **Nicole Zekas** be granted a sabbatical for the first half of the 2014-2015 school year.

B. Secretaries, Paraprofessionals & Aides

1. That **Katie Richards** be appointed a 27.5 hour a week, Locker Room Aide at an hourly rate in accordance with the Collective Bargaining Agreement effective upon all PDE required clearances and documents being submitted.
2. That **Carissa Smith** be appointed a 20 hour a week dental hygienist aide for the 2013-2014 school year at an hourly rate in accordance with the Collective Bargaining Agreement effective upon all PDE required clearances and documents being submitted.
3. That **Barbara Watlock** be appointed a Substitute Teacher's Associate effective upon all PDE required clearances and documents being submitted.
4. That the retirement of **Ellen Barber** be accepted with regret effective the end of the 2013-14 school year.
5. That the Memorandum of Understanding By and Between The Wilkes-Barre Area School District and The Wilkes-Barre Area Secretaries & Associates Educational Support Personnel Association be approved. See Exhibit A.

C. Crossing Guards

1. That **John Earley** be appointed a Substitute Crossing Guard effective upon all PDE required clearances and documents being submitted.

D. Summer School 2013-14

1. That a maximum of 120 hours of psychological testing during the summer be approved.

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

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

1 Nay: Katsock – B - # 5

Mr. Galella presented Resolution # 1

RESOLUTION

WHEREAS, the recent death of **FILOMENA SHARPE MANCUSO** has brought sorrow to her family, friends, and all who knew her; and

WHEREAS, she is the wife of Ralph Mancuso, Secondary teacher and the mother of Rachel Mancuso, Elementary teacher for the Wilkes-Barre Area School District; and

WHEREAS, her passing on March 26, 2014 will leave an unfillable void in the lives of all who knew and loved her.

THEREFORE, BE IT RESOLVED, that her 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 her husband Ralph; her daughters, Rachel and Katie; son, Ralph Mancuso III; and to her entire family.

Wilkes-Barre, PA
April 7, 2014

Mr. Galella moved to accept the Resolution by ACCLAMATION

New Business

Mr. Quinn motioned, seconded by Miss Katsock, to request the Purchasing Director to advertise for the sale of the District used school busses. The vote was as follows:

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

Mr. Galella motioned, seconded by Mr. Evans, to authorize the Purchasing Agent to solicit for the sale of ads to be displayed at Wilkes-Barre Memorial Stadium. The vote was as follows:

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

Mr. Galella motioned, seconded by Dr. Susek, to authorize Apollo to contact Mark J. Sobeck, Roof Consulting, to determine the condition of specified building roofs and to determine costs to repair those roofs if necessary.

The vote was as follows:

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

At this time the Board returned to Unfinished Business

Ms. Thomas motioned, seconded by Miss Katsock, that the President designate a Dress Code Committee to re-evaluate the Current Dress Code of the Wilkes-Barre Area School District for the 2014-2015 school year. The vote was as follows:

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

There were no **Communications from Solicitor**

Board Secretary Report

Mr. Przywara noted that the Board received in their packet information regarding the “Healthy Hunger Free Kids Act” of 2010 and information in regard to the Community Eligibility Provision. Mr. Przywara stated the due our low income percentage, we are eligible to participate in the program. Mr. Przywara noted that the deadline for participation is May 1, 2014.

After a lengthy discussion the following motion was made.

Ms. Thomas motioned, seconded by Miss Katsock, to grant approval for the District to participate in the CEP Program. The vote was as follows:

8 Ayes: Caffrey, Evans, Galella, Katsock, Quinn, Susek, Thomas, Elmy

1 Nay: Walker

Mr. Galella and Dr. Susek noted they were voting “yes” due to the May 1, 2014 deadline, however, they wished they had more definitive information in regard to the cost of participation for the District.

Rev. Walker noted that he was voting “no” due to the fact that he did not agree with how this came about and he (Rev. Walker) would certainly love to vote yes in order to feed the kids and I think that is ultimately where we would have gotten to, but I can’t in good conscience vote yes right now with the lack of information that I have.

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

May– 2014

Committee Meeting

Monday, May 12, 2014 – 5:30 PM

Regular Board Meeting

Monday, May 12, 2014 – 7:00 PM

Miss Katsock moved to adjourn the Meeting.

President Elmy adjourned the Meeting at 7:40 PM.