

**MINUTES
REGULAR BOARD MEETING – February 5, 2024**

Board President Joseph Caffrey called the meeting to order at 6:40 p.m.

Superintendent Costello led the Pledge of Allegiance.

Board Secretary Thomas F. Telesz called the roll.

6 Members Present: Atherton, Breese, Faust, Harris, Susek, Thomas, Caffrey

President Caffrey – The chair wishes to announce the Board held an Executive Session prior to the Regular Board Meeting of February 5, 2024. The subjects discussed in the Executive Session related solely to matters of employee relations, labor negotiations, and/or threatened or actual litigation.

Motion to approve the meeting minutes from the Regular Board meetings on January 8, 2024 and dispense with the reading of those minutes.

Motion by Ms. Thomas seconded by Mr. Evans to approve the Regular Meeting minutes of January 8, 2024.

9 Members Present: Atherton, Breese, Evans, Faust, Harris, Susek, Thomas, Walker, Caffrey

SUPERINTENDENT REPORT

Dr. Costello shared some figures concerning the high school's absences and tardiness. Both are significantly down since the high schools were combined. Tardies decreased by 81% between 2019 and 2023, and attendance increased by 13%.

To address the community's concerns about a lack of communication, the District will introduce a new Facebook page. This page will include information about half days, dismissals, along with Job Postings.

Coach Ciro Cinti and football player, Howie Shiner presented Dr. Costello and the Board with the District II 6A Championship plaque and medal.

FACILITIES MANAGEMENT REPORT

Admin Building:

Continued to address work requests

Dan Flood Elementary:

Completed replacement of recessed floor mat

Continued to address work requests

Continued to address plumbing repairs

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Dodson Elementary:

Completed repairs to steam piping
Completed plumbing repairs
Completed work requests

E.L. Meyers Building:

Continued litter cleanup
Continued to perform building security checks while building is unoccupied

GAR Middle School:

Commenced replacement of ceiling grid & tile on 4th Floor
Over the summer, we will be starting HVAC. To get that done, we are starting to work on the 4th floor and working down. Mr. McLaughlin and the staff have been very cooperative. This will give up more time to clean and test out the new equipment.

Continued to address work requests
Continued to address plumbing repairs

Heights Murray Elementary:

Continued to address work requests
Continued to address plumbing repairs

Kistler Elementary:

Completed replacement of lighting fixtures including back ordered fixtures.
Completed replacement of unit heaters in pool area
Continued to address work requests
Continued to address plumbing repairs

Mackin Elementary:

Continued to address work requests
Completed plumbing repairs

Solomon Complex:

Continued to address work requests
Continued to address plumbing repairs

W-B High School:

Continued to address work requests
Continued to address remaining punch list/warranty items

General:

Commenced review of pricing for ESCO scope of work at Dan Flood & Heights Elementary.
Completed monthly walk-thru of building (Heights) with Maintenance committee representatives.
Continued to perform water quality testing (Kistler/Heights/GAR/Dodson/Mackin/Dan Flood)
During the last month, we have completed approximately 45 work requests. Our maintenance staff is currently addressing approximately 100 new work orders. The current number of unassigned work requests is 17. Those work requests are related to issues that require further investigation or cannot be addressed until spring.

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Ms. Harris asked if you do air quality tests regularly. **Mr. Krzywicki** shared that we do not. **Mr. Faust** shared that as we install new equipment, we inspect and clean the existing ductwork.

Ms. Harris asked about the security at Meyers. **Dr. Costello** shared that it is checked on periodically.

Mr. Evans inquired about the handicapped playground equipment at Kistler. **Mr. Krzywicki** explained that the equipment was replaced.

Ms. Thomas inquired about filling our vacant plumbing position. Mr. Faust and Dr. Costello shared that in the new Collective Bargaining Agreement, we need to make the salary favorable. The plumbing position is open for applications. We only hire an outside plumber for emergencies.

COMMUNICATIONS FROM CITIZENS

Mr. Glenn Cronauer, Boys' Soccer Booster, recapped the 2023 season and shared his concerns about rumors that games will be played earlier and not in the stadium, handicapped bathrooms, referee parking, concession stand drop-off, and locker room access. He also requested that all fall sports seniors have banners. He requested a Saturday for cancer awareness games. **Dr. Costello** shared that games will always be played at 6:00 PM so parents can attend. He is working on addressing the stadium's handicap accessibility. Two games may be played simultaneously, one on the turf field and one on the stadium, to make it more of an event. It would only be a game or two a season. Every coach has an office in the gym and a locker room. Last year, it was still a construction zone. Next year, the concession area should be more accessible for boosters and referees.

LUZERNE INTERMEDIATE UNIT #18

Ms. Thomas – The next meeting will be on Wednesday, February 28th.

WILKES-BARRE AREA CAREER AND TECHNICAL CENTER

Mr. Faust – March 26th in the Building Trades Career Fair Day. He thanked Mr. Mike Buffer for an article about apprenticeships.

Ms. Harris – shared that many Wilkes-Barre Area students placed at the Skills USA Competition.

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CURRICULUM/ADMINISTRATION COMMITTEE

1. That approval be given to enter into an agreement between the Wilkes-Barre Area School District and United Therapy, LLC to provide Speech and Language Services beginning December 2023 to August 2025 at a cost of \$90.00 per hour. **“Exhibit A”**
2. That approval be given to enter into a placement agreement between the Wilkes-Barre Area School District and the Wyoming Valley West School District, 450 North Maple Avenue, Kingston, PA, at an annual cost of \$26,691.41 per school year. **“Exhibit B”**
3. That approval be given to the WBAHS FBLA to attend the State Conference in Hershey, PA, from April 7, 2024, to April 10, 2024. There will be 82 students and 3 teachers attending this conference at an approximate cost of \$26,158.00.

Motion by Mr. Evans seconded by Rev. Walker

9 Members Present: Atherton, Breese, Evans, Faust, Harris, Susek, Thomas, Walker, Caffrey

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BUDGET FINANCE/MATERIALS & SUPPLIES/CONTRACTED SERVICES COMMITTEE

TO: The President and Members of the Wilkes-Barre Area School Board

The Budget Finance/Materials & Supplies/Contracted Services Committee respectfully submits the following reports and recommendations:

A. ADMINISTRATIVE

1. Capital Projects – That approval be given to the payments listed below.

	<u>Payee</u>	<u>Project</u>	<u>Fund</u>	<u>Invoice No.</u>	<u>Amount</u>
A2.1	Apollo Group, Inc.	Stadium Project	Capital Projects	APP 22	\$ 272.44
A2.2	McClure Company	Solomon Plains ESCO	Capital Reserve	APP 7	\$ 417,661.71
A2.3	The Brewer-Garrett Company	GAR/Kistler ESCO	Capital Reserve	APP 6A	\$ 55,961.00
A2.4	The Brewer-Garrett Company	GAR/Kistler ESCO	Capital Reserve	APP 7A	\$ 92,925.00
A2.5	The Brewer-Garrett Company	GAR/Kistler ESCO	Federal	APP 4B	\$ 61,964.00
A2.6	The Brewer-Garrett Company	GAR/Kistler ESCO	Federal	APP 5B	\$ 98,874.00

2. That approval be given to renew the former 341 Carey Avenue's flood insurance with Selective Insurance at a premium of \$ 5,686.00, effective February 14, 2024.
3. That the previous approval given to renew Dr. Kistler Elementary School's flood insurance with Selective Insurance premium be increased by the amount of \$ 1,612.00 for a total of \$ 13,768.00.
4. That approval be given to ratify the following capital project checks:

<u>Project</u>	<u>Vendor</u>	<u>Check #</u>	<u>Amount</u>
Admin Building	Breslin Riyard Fadero	1058	\$ 12,545.25

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5. That ratification be given to the Repository Tax Sales by Elite Revenue Solutions, as agent for the Luzerne County Tax Claim Bureau as follows:

Property Address	Parcel No.	Proposed Bid
66 Schuler Street, Wilkes-Barre, PA	73I9NW300701800	\$800.00
Rear George & Kado St, Wilkes-Barre, PA	73H10NE201200700	\$500.00
Sidney St., Wilkes-Barre, PA	73G10SE1010003000	\$500.00
Kado St., Wilkes-Barre, PA	73H10NE402B051000	\$500.00
Pittston Blvd Lot/Land, Bear Creek Twp.	0411100A015000	\$500.00

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B. FEDERAL

That in accordance with the authority of the Board, the following Federal Fund AP Checks #3139 to #3170; Federal Fund Wire Transfers #202300402 to #202300416 which were drawn for payment since the last regular Board meeting of the Board of Education held on January 8, 2024.

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C. GENERAL FUND/FOOD SERVICE

That in accordance with the authority of the Board, the following General Fund Checks #62115 to #62163 and General Fund Wire Transfers #202312256 to #202312272 and General Fund Wire Transfer #202300397 and Food Service Checks #3914 to #3925 which were drawn for payment since the last regular Board meeting of the Board of Education held on January 8, 2024 be approved.

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D. GENERAL FUND

That checks #62164 to #62304 listed on the following pages, which have been inspected, be approved and that order be drawn for the respective amounts set down opposite the names of persons or firms.

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E. CONTRACTED SERVICES

1. That approval be given to enter into a contract with Otis Elevator Company and Wilkes-Barre Area School District to service the elevator at Dodson @ Mackin Elementary School at 36 Chapel Street, Wilkes-Barre, for a period of five years beginning February 1, 2024, for the amount of \$140.00 per month. **“Exhibit C”**
2. That approval be given to enter into an agreement between the Wilkes-Barre Area School District and Torbik Safe and Lock Inc. to furnish and install 4 Avigilon Fisheye 12 MP cameras in the High School at a cost of \$11,236.00. Prices are based upon COSTARS contract (COSTARS 127653).
3. That approval be given to enter into an agreement between the Wilkes-Barre Area School District and Torbik Safe and Lock Inc. to furnish and install cameras at the High School Fieldhouse at a cost of \$167,571.00. Prices are based upon COSTARS contract (COSTARS 127653).

Motion by Rev. Walker seconded by Ms. Thomas

9 Members Present: Atherton, Breese, Evans, Faust, Harris, Susek, Thomas, Walker, Caffrey

ATHLETIC COMMITTEE

Mr. Mark Atherton shared sentiments similar to Dr. Costello's about evening games and games on the turf field.

SAFETY & SECURITY COMMITTEE

Mr. Ned Evans – shared that he plans on sharing a few bullet point items from the committee meetings going forward at the future board meetings.

TRANSPORTATION COMMITTEE

No report

Building Maintenance

1. That approval be given to permit the American Red Cross to use District Facilities, including GAR, Solomon Complex, Dodson @ Mackin, Flood, Heights, and Kistler, on a temporary basis as emergency public shelters for disaster victims. **“Exhibit D”**

Mr. Faust shared that the committee recently met at Heights Murray Elementary School to review the scope of the HVAC, lighting, and ceiling replacement projects and future needs for bathroom upgrades and loading dock repairs and recommend quotes for discolored floors to be refinished.

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Motion by Mr. Faust seconded by Ms. Harris

9 Members Present: Atherton, Breese, Evans, Faust, Harris, Susek, Thomas, Walker, Caffrey

FACILITIES TRANSITION

Attorney Wendolowski shared we are wrapping up the details on the Meyers sale and hope to close in March.

STUDENT WELLNESS COMMITTEE

Mr. Beese shared with the group some details about a Wellness Wednesday program, which allows teachers to relax and walk together during 10th period. He also shared an idea for Mindfulness training.

POLICY COMMITTEE

1. That the following policy be adopted:
 - 245 Secondary Student Identification Card “**Exhibit E**”

2. That the following policies be revised:
 - 221 Dress and Grooming “**Exhibit F**”
 - 251 Students Experiencing Homelessness, Foster Care and Other Educational Instability “**Exhibit G**”
 - 823 Naloxone “**Exhibit H**”

Motion by Rev. Walker seconded by Ms. Thomas

9 Members Present: Atherton, Breese, Evans, Faust, Harris, Susek, Thomas, Walker, Caffrey

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PERSONNEL COMMITTEE

TO: The President and Members of the Wilkes-Barre Area School Board

The Personnel Committee respectfully submits the following report and recommendations.

All appointments are made pending District Review of the Approved State Budget, the receipt of PDE required clearances, certifications, and any applicable pre-employment drug test.

A. Agreement

1. That approval be given to the Participation Agreement between the Wilkes-Barre Area School District and the Pennsylvania Higher Education Assistance Agency. **“EXHIBIT I”**

B. Act 93

1. That **Brittany Kalinay** be appointed a 12 Month Special Education Coordinator at the 2022-2023 WBAEA Matrix Step 15, 54 credits 210 units.

C. Professionals

1. That the retirement of **Carol Burke** be accepted effective April 22, 2024.
2. That the retirement of **Susan Schwab** be accepted effective the last day of the 2023-2024 School Year.
3. That the retirement of **Elizabeth Hochreiter** be accepted effective the last day of the 2023-2024 School Year.
4. That **Cindy Gavin’s** request for a sabbatical for the 2nd Semester of the 2023-2024 school year be approved.
5. That **Abby Muth** be appointed a Social Studies Long-Term Substitute Teacher for the 2nd semester of the 2023-2024 school year effective January 29, 2024.
6. That **John Marianacci** be appointed an English Long-Term Substitute Teacher for the 2nd semester of the 2023-2024 school year effective January 29, 2024.
7. That **Omego Castellano** be appointed an Art Long-Term Substitute Teacher for the 2nd semester of the 2023-2024 school year effective January 29, 2024.

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8. That **Caitlin Strausser** be appointed a School Nurse Long-Term Substitute Teacher for the 2nd semester of the 2023-2024 school year.
9. That **Kristen Reap** be appointed an Elementary Long-Term Substitute Teacher for the remainder of the 2023-2024 School Year.
10. The following members of the professional staff, having made claim for an incentive raise under the WBAEA Agreement and having produced official transcripts listing the graduate credits earned, be granted the following effective the first day of the second semester:

Masters'

Brittany Hess

Mary Tranguch

Masters' +9

Paul Shymanski

Ryan Popovitch

Masters' +36

Michelle Gorey

Michael Mitchell

Masters' +18

MaryJo Sedon

Stephan Sedon

Masters' +45

Jamie Kramer

Kristen Huduck

Masters' +27

Rachel Hedgcock

Masters' +54

Glenn Zimmerman

Brian Leighton

11. That the following professional employees be appointed as the ESL Parent Outreach Facilitator at Heights Elementary School at a rate of \$35.00 per hour. These positions are grant funded in accordance with the Title III, Language Instruction for English Learners Federal Grant Program.

Kelly Jackson

D. Secretaries & Teachers' Associates

1. That the resignation of **Jamie Rivera-Gutierrez** be accepted effective January 24, 2024.
2. That the resignation of **Rebekah Garms** be accepted effective February 15, 2024.
3. That the resignation of **Huy Nguyen** be accepted effective February 28, 2024.
4. That **Maureen Metzler's** request for an unpaid leave from January 2, 2024 through March 10, 2024 be accepted.

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5. That **Jolene Pascucci** be appointed a 12 Month Secretary Level IV.
6. That **David Feller** be appointed a 12 Month Secretary Level IV.
7. That **Russell Haines** be appointed a Full Time Paraprofessional/PCA(s) 32.5 hours per week.
8. That **Katherine Villar-Vasquez** be appointed a Full Time Paraprofessional/PCA(s) 32.5 hours per week.
9. That **Ijahnae Giddings** be appointed a Full Time Paraprofessional/PCA(s) 32.5 hours per week.

E. Custodians, Maintenance and Housekeepers

1. That the retirement of **Robert Gubbiotti** be accepted effective February 29, 2024.
2. That the retirement of **Gene Belardinelli** be accepted effective March 22, 2024.
3. That **Amanda Ferrer's** request for an unpaid leave from February 16, 2024 through March 28, 2024 be accepted.
4. That **Brenda Kowalczyk's** request for an unpaid leave on January 10, 2024, January 15, 2024 through January 19, 2024 be accepted.
5. That **Yun Chen's** request for an unpaid leave on February 13, 2024 be accepted.
6. That **Samantha Hokien** be appointed a Substitute Custodian.

F. Crossing Guard

1. That **Dorothy Yelland's** request for unpaid leave from January 8, 2024 through April 1, 2024 be accepted.
2. That **Evelyn Sosa** be appointed a Substitute Crossing Guard.
3. That **Brenda Stchur** be appointed a Substitute Crossing Guard.

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G. Extra-Curricular Salary Schedule-6

1. That **Jaclyn Selepak Walsh** be appointed a Head Teacher effective January 29, 2024.

H. Athletics

1. That the resignation of **Alissa Nugent** as the Girls Lacrosse Assistant Coach be accepted.
2. The following appointments are made for the sports 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.

Girls Lacrosse Varsity Assistant Coach

Tabled

Boys Volleyball Volunteer Assistant Coach

Misael Hernandez

Boys Volleyball Volunteer Assistant Coach

Brianna Whitaker

Motion by Dr. Susek seconded by Mr. Atherton

9 Members Present: Atherton, Breese, Evans, Faust (Abstain C8), Harris, Susek, Thomas, Walker, Caffrey

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RESOLUTION #1

WHEREAS, the 2024-2025 proposed General Operating Budget of the LUZERNE INTERMEDIATE UNIT has been presented to the members of the Board of Education of the Wilkes-Barre Area School District for review; and,

WHEREAS, said budget calls for the total contribution of \$284,506.00 by withholding from member districts (this represents a \$255,381.00 decrease from the 2023-2024 budget); and WHEREAS, Wilkes-Barre Area School District's share of the total contribution, by withholding, would be \$43,378.00 (a \$39,606 decrease from 2023-2024); and,

WHEREAS, actual Weighted Average Daily Memberships (WADM's) are not yet available, but when available a new contribution calculation will be made; and,

WHEREAS, any recalculation of the contribution schedule is not expected to substantially modify each individual school district's share,

THEREFORE, BE IT RESOLVED, that the Board of School Directors of the Wilkes-Barre Area School District grant approval to the 2024-2025 annual budget of the Luzerne Intermediate Unit.

Motion by Mr. Caffrey seconded by Mr. Evans

9 Members Present: Atherton, Breese, Evans, Faust, Harris, Susek, Thomas, Walker, Caffrey

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NEW BUSINESS

No news business

Communications from Solicitor

Motion by Dr. Susek seconded by Ms. Harris

9 Members Present: Atherton, Breese, Evans, Faust (Abstain C8), Harris, Susek, Thomas, Walker, Caffrey

Meeting adjourned 7:41 p.m.

Respectfully submitted,

Tom Telesz
Board Secretary