

MINUTES
REGULAR BOARD MEETING – June 27, 2023

Board President Joseph A. Caffrey called the meeting to order at 6:42 p.m.

Superintendent Costello led the Pledge of Allegiance.

Board Secretary, Thomas F. Telesz called the roll.

8 Members Present: Atherton, Breese, Evans, 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 August 28, 2023. 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 June 27, 2023 and dispense with the reading of those minutes.

Motion by Ms. Thomas seconded by Mr. Atherton to approve the Regular Meeting minutes of June 27, 2023.

8 Ayes: Atherton, Breese, Evans, Faust, Harris, Susek, Thomas, Caffrey

SUPERINTENDENT REPORT

Dr Costello shared that the district will be sending out multiple Sky Alerts notifying the community of different open houses and other events that will be taking place at our schools. There will be a Sky Alert notifying parents that the district will be purchasing bookbags for every student K-12. The bags will be large enough for Chromebooks and other items but have limited pockets. This is to help streamline the time students spend going through the metal detectors.

FACILITIES MANAGEMENT REPORT

Mr. Mike Krzywicki read the following report.

Admin Building

- Continued to address work requests

Dan Flood Elementary:

- Continued to address work requests
- Continued lawn maintenance

Dodson Elementary:

- Continued to address work requests

E.L. Meyers Building:

- Continues to perform building security checks while building is unoccupied
- Continued lawn maintenance

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GAR Middle School:

- Continued to address work requests
- Continued partial roof replacement
- Commenced installation of emergency generator

Heights Murray Elementary:

- Continued to address work requests
- Continued lawn maintenance

Kistler Elementary:

- Continued to address work requests
- Continued lawn maintenance
- Completed emergency repairs to boiler piping
- Commenced replacement of ceiling grid & tiles

Solomon Complex:

- Continued to address work requests
- Continued lawn maintenance
- Commenced replacement of unit ventilators & ceiling tiles

Stadium:

- Completed exterior signage, canopy, & metal coping. Remaining work includes bituminous paving, fences, & completion of punch list items.
- Keystone has continued site grading, installation of drainage system, curbs, fence, scoreboards & lighting. Installation of turf is expected to commence in mid to late July.

W-B High School:

- Continued to address work requests
- Continued to address remaining punch list items

General:

- Line striping & mowing of grass athletic fields will be performed on an as-needed basis.
- We completed our review of bids received for District paving project.
- During the last 30 days, we have completed approximately 60 work requests. The current number of unassigned work requests is 26. The majority of those work requests are related to issues that need to be further investigated. Our maintenance staff is currently addressing approximately 58 work orders, many of which were submitted over the last 3-4 weeks.

Ms. Thomas asked about the status of the traffic signal at Abbott Street.

Attorney. Wendolowski explained that PenDot determined that there will be no need to take any sidewalk or curbing to add a third lane. That is in the process of being formally approved. Once it is, we will move forward.

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Mr. Atherton shared the he, Mr. Faust and Dr. Costello visited Solomon. He was impressed with the work being done there, but stressed the importance of cleanliness and upkeep and that doesn't cost millions of dollars.

Mr. Evans inquired about potholes on Abbott Street and Main Street. **Mr. Krzywicki** explained that they are township and state roads. **Dr. Costello** explained that tonight we will be asking for approval for a paving project for all district facilities.

OLD BUSINESS

COMMUNICATIONS FROM CITIZENS

Only Mr. Sam Troy signed in, but he was not in attendance at this time.

LUZERNE INTERMEDIATE UNIT #18

Ms. Thomas – The Next meeting will be Wednesday, August 2nd at 6:30 pm. It will be held at their main office on Tioga Ave.

WILKES-BARRE AREA CAREER AND TECHNICAL CENTER

Mr. Faust shared that next year more of our students will have the opportunity to take part in the programs at the CTC.

Ms. Harris shared that the CTC is expanding their faculty. There will be more financial aide opportunities for the LPN program.

CURRICULUM/ADMINISTRATION COMMITTEE

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

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

The Curriculum/Administration Committee respectfully submits the following report and recommendations:

1. That approval be given to enter into an agreement between the Wilkes-Barre Area School District and Luzerne County Department of Probation Services Juvenile Probation for the 2023-2024 school year. **"Exhibit A"**
2. That approval be given to the Foster Grandparent Program Memorandum of Understanding between the Wilkes-Barre Area School District and Telespond Senior Services, Inc. for the 2023-2024 school year. **"Exhibit B"**
3. That approval be given Memorandum of Understanding between Wilkes-Barre Area School District and Luzerne County Head Start Program, Inc. effective September 5, 2023 through June 7, 2024. **"Exhibit C"**

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4. That approval be given to enter into an agreement between the Wilkes-Barre Area School District and Wilkes University SHINE Program effective July 1, 2023. **“Exhibit D”**
5. That approval be given to enter into an agreement between the Wilkes-Barre Area School District and New Story, 1150 Wyoming Avenue, Wyoming, PA to provide educational services for the 2023-2024 school year at daily rates from \$282.00 to \$515.00 depending on the acuity level of the student. **“Exhibit E”**
6. That approval be given to enter into an agreement between the Wilkes-Barre Area School District and Northern Region Educational Services Commission, 82 Totowa Road, Wayne, New Jersey for home school instructions services at a rate of \$60.00 per hour beginning May 19, 2023 through June 30, 2023. **“Exhibit F”**
7. That approval be given to enter into an agreement between the Wilkes-Barre Area School District and Northern Region Educational Services Commission, 82 Totowa Road, Wayne, New Jersey for home school instructions services at a rate of \$70.00 per hour beginning July 1, 2023 through June 30, 2024. **“Exhibit G”**
8. That approval be given to enter into an agreement between the Wilkes-Barre Area School District and Learn Well for educational services at a rate of \$44.00 per hour. **“Exhibit H”**
9. That approval be given to enter into an agreement between the Wilkes-Barre Area School District and Children’s Service Center of Wyoming Valley for the Therapeutic Educational Program at a cost of \$181.00 per student per day effective the first day of the 2023-2024 school year and ending the last day of the 2023-2024 school year including Extended School Year (ESY) if eligible with appropriate ESY billing rate. **“Exhibit I”**
10. That approval be given to enter into an agreement between the Wilkes-Barre Area School District and Children’s Service Center of Wyoming Valley for the Partial Hospitalization Program at a cost of \$137.50 per student per day effective the first day of the 2023-2024 school year and ending the last day of the 2023-2024 school year including Extended School Year (ESY) if eligible with appropriate ESY billing rate. **“Exhibit J”**
11. That approval be given to enter into an agreement between Wilkes-Barre Area School District and FUNctional Connections, LLC to provide ABA based services to the students in the District beginning July 1, 2023 through June 30, 2024. The rates for services are outlined in the agreement. **“Exhibit K”**
12. 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 August 2023 to August 2025 at a cost of \$90.00 per hour. **“Exhibit L”**
13. That approval be given to enter into an agreement between the Wilkes-Barre Area School District and United Therapy, LLC to provide Occupational Therapy Services beginning August 2023 to August 2025 at a cost of \$80.00 per hour. **“Exhibit M”**

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14. That approval be given to enter into an agreement between the Wilkes-Barre Area School District and Peditria Healthcare, LLC d/b/a AVEANNA Healthcare, to provide healthcare services to students at hourly rates as listed on "Schedule A". **"Exhibit N"**
15. That approval be given to enter into an agreement between the Wilkes-Barre Area School District and the Luzerne Intermediate Unit for a Mental Health Services for the 2023-2024 school year at an annual cost of \$82,000.00. **"Exhibit O"**
16. That approval be given to enter into an agreement between the Wilkes-Barre Area School District and Bayada Home Health Care, Inc., 1189 Highway 315, Suite 4, Wilkes-Barre, PA to provide basic nursing care for students beginning September 1, 2023 through June 30, 2024 at a rate of \$52.00 per hour for RN/LPN services. **"Exhibit P"**

Motion to accept Mr. Evans, seconded by Ms. Thomas

8 Ayes: Atherton, Breese, Evans, Faust, Harris, Susek, Thomas, Caffrey

BUDGET FINANCE/MATERIALS & SUPPLIES/CONTRACTED SERVICES COMMITTEE

Mr. Caffrey presented the following report and recommendations for the Boards' Approval.

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. That approval be given to the Treasurer's Reports for April & May 2023. **"Exhibit Q"**
2. 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	ELA Group Inc.	Admin. Building	Capital Reserve	1045226	\$ 7,264.43
A2.2	Breslin Ridyard Fadero Architects	Admin. Building	Capital Reserve	726-06-2023	\$ 6,777.09
A2.3	Breslin Ridyard Fadero Architects	Field House	Capital Projects	716-06-2023	\$ 1,284.84
A2.4	Myco Mechanical	Field House	Capital Projects	App 12 Plumbing	\$ 33,540.17
A2.5	Panzitta Enterprises, Inc	Field House	Capital Projects	App 11	\$ 197,348.12

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A2.6	Myco Mechanical	Field House	Capital Projects	App 12 HVAC	\$ 5,500.00
A2.7	Everon Electrical Contractors, Inc.	Field House	Capital Projects	App 12	\$ 66.50
A2.8	Everon Electrical Contractors, Inc.	Field House	Capital Projects	App 13	\$ 22,375.01
A2.9	Myco Mechanical	Field House	Capital Projects	APP 11 Plumbing	\$ 6,336.50
A2.10	Myco Mechanical	Field House	Capital Projects	App 11 HVAC	\$ 11,162.50
A2.11	Breslin Ridyard Fadero Architects	GAR Re-Roof	Capital Reserve	725-06-2023	\$ 1,395.20
A2.12	Green Valley	High School	Capital Projects	App 20	\$ 48,109.69
A2.13	Quandel Construction Group, LLC	High School	Capital Projects	App 41	\$ 24,000.00
A2.14	Apollo Group, Inc.	High School	Capital Projects	App 61	\$ 209.14
A2.15	Citizens Voice	Paving Project	Capital Reserve	5/2023	\$ 722.99
A2.16	Times Leader	Paving Project	Capital Reserve	6/3/2023	\$ 691.07
A2.17	McClure Company	Solomon Plains ESCO	Federal/Capital Reserve	App 1	\$ 2,905,658.73
A2.18	Apollo Group, Inc.	Stadium Project	Capital Projects	App 17	\$ 3,917.14
A2.19	The Brewer-Garrett Company	GAR/Kistler ESCO	Federal	App 1 F	\$ 1,367,089.00
A2.20	The Brewer-Garrett Company	GAR/Kistler ESCO	Capital Reserve	App1	\$ 427,755.00

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3. That approval be given to the following budget transfers:

	Debit	Credit
10E 5100 900	\$ 870,000.00	
10E 1100 400		\$ 820,000.00
10E 2500 300		\$ 50,000.00

4. That approval be given to reimburse the following Parent/Guardians for transporting their child to and from school at the current IRS mileage rate:

D.B.	410 East Main Street, Wilkes-Barre, PA 18705
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B. FEDERAL

That in accordance with the authority of the Board, the following Federal Fund AP Checks #2908 to #2940; Federal Fund Wire Transfers #202200696 to #202200749 which were drawn for payment since the last regular Board meeting of the Board of Education held on May 22, 2023.

C. GENERAL FUND/FOOD SERVICE

That in accordance with the authority of the Board, the following General Fund Checks #60729 to #60788 and General Fund Wire Transfers #202212115 to #202212131 and Food Service Checks #3843 to #3854 which were drawn for payment since the last regular Board meeting of the Board of Education held on May 22, 2023 be approved.

D. GENERAL FUND

That checks #60789 to #60939 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.

E. CONTRACTED SERVICES

1. That approval be given to extend the agreement between Wilkes-Barre Area School District and Standing Stone Consulting, Inc. for security services through the 2023-2024 school year. at a rate increase of the percentage increase of the Consumer Price index for Urban Wage Earners, but not to exceed 3%.
2. That approval be given to renew the District's Commercial Package (Property and Liability, Commercial Automobile, the School Leader's Liability, Data Security and Excess/Umbrella and Violent Event/Active Shooter coverage through Assured Partners and Utica National Insurance Group, for the 2023-2024 school year, effective July 1, 2023 at a combined rate of \$355,794.04.

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3. That approval be given to approve the District's Workers Compensation Insurance Policy for the 2023-2024 school year effective July 1, 2023 through MEMIC Casualty Company at a cost of \$348,933.00.
4. That approval be given to Change Order #13 for Keystone Sports Construction, Inc. in the amount of \$ 738.38. The Change Order consists of the following:

Custom Weighted Track Crossing Mat 6' x 30'	\$ 738.38
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5. That approval be given to enter into an agreement between the Wilkes-Barre Area School District and Johnson Controls Fire Protection LC to provide Fire Protection Maintenance Services effective July 1, 2023 through June 30, 2024 at the following costs:

Solomon-Plains Complex	\$ 14,640.57
Heights Murray Elementary School	\$ 4,311.21
Dodson Elementary School @ Mackin	\$ 7,550.00

6. That approval be given to enter into an agreement between the Wilkes-Barre Area School District and Johnson Controls Fire Protection LC to provide Fire Alarm & Detection Monitoring Services effective July 1, 2023 through June 30, 2024 at the following annual costs:

Solomon Plains Complex	\$ 600.00
Heights Murray Elementary School	\$ 600.00
GAR Memorial Middle School	\$ 600.00
Former Dodson Elementary School	\$ 600.00
Dodson Elementary School @ Mackin	\$ 600.00

7. That approval be given to accept the Builders Risk Insurance Proposal from Liberty Mutual to insure the construction the new synthetic turf baseball field and 6 tennis courts effective August 1, 2023 through August 1, 2024 at an annual premium of \$ 9,855.00.
8. That approval be given to award a contract to Stell Enterprises for the paving projects for Dodson, Dan Flood, G.A.R., Heights, Kistler, & Solomon at a cost of \$ 1,546,540.00 which includes base bids and alternates.

Dodson Base Bid			\$ 92,840.00
Alternates	Alt No 1A	Dodson Area C subbase	\$ 33,005.00
Dodson Total			\$ 125,845.00

Dan Flood Base Bid			\$ 184,153.00
Alternates	Alt No 2A	Dan Flood Playground mill/overlay	\$ 21,068.00
	Alt No 2B	Dan Flood Area BCBC	\$ 23,255.00
	Alt No 2C	Dan Flood Area D subbase	\$ 32,180.00
Dan Flood Total			\$ 260,656.00

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GAR Base Bid			\$ 92,855.00
Alternates	Alt No 3A	GAR Area D BCBC	\$ 21,688.00
GAR Total			\$ 114,543.00

Heights Base Bid			\$ 80,483.00
Alternates	Alt No 4A	Heights Playground mill/overlay	\$ 30,620.00
	Alt No 4B	Heights B-ball court mill/overlay	\$ 10,250.00
	Alt No 4C	Heights Area D subbase	\$ 37,882.00
Heights Total			\$ 159,235.00

Kistler Base Bid			\$ 234,563.00
Alternates	Alt No 5A	Kistler Area A subbase	\$ 67,913.00
	Alt No 5B	Kistler conc pave @ main entrance	\$ 3,562.00
Kistler Total			\$ 306,038.00

Solomon Base Bid	Base Bid No 6	SOLOMON	\$ 268,625.00
Alternates	Alt No 6A	Solomon Area C subbase	\$ 40,073.00
	Alt No 6B	Solomon Area D subbase	\$ 251,550.00
	Alt No 6C	Solomon Area E subbase	\$ 19,975.00
Solomon Total			\$ 580,223.00

Unit Prices

Unit Price A	sidewalk replacement	\$ 35.00	s.f.
Unit Price B	curb replacement	\$ 50.00	l.f
Unit Price C	stop bar	\$ 55.00	l.f
Unit Price D	topsoil/seed	\$ 17.50	s.y.
Unit Price E	stop sign	\$ 500.00	ea.
Unit Price F	12x18 sign	\$ 125.00	ea.
Unit Price G	8" storm piping	\$ 138.00	l.f
Unit Price H	catch basin	\$ 5,200.00	ea.
Unit Price I	8" sanitary piping	\$ 153.00	l.f
Unit Price J	steel bollard	\$ 1,500.00	ea.
Unit Price K	2" pvc conduit	\$ 13.50	l.f
Unit Price L	mill/pave	\$ 15.00	s.y.

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Unit Price M	full depth pave	\$ 56.00	s.y.
Unit Price N	replace subbase	\$ 17.50	s.y.
Unit Price O	base repair BCBC	\$ 40.00	s.y.
Unit Price P	tactile warning surface mat	\$ 500.00	ea.

9. That approval be given to award a contract to the low bidder, Visual Sound, Inc to install projectors at Heights/Murray Elem., Daniel J. Flood Elem., Solomon/ Plains Elem. and Middle schools at a cost of \$ 170,424.27.
10. That approval be given to make payment for the Mine Subsidence Insurance for following buildings: Administration, E.L. Meyers High School, G.A.R. Middle School, Mackin Elementary, Dodson Elementary, Kistler Elementary, D.J. Flood Elementary, Plains ALC, Heights-Murray Elementary at a total of \$1,590.75.
11. That approval be given to Change Order #3 for Keystone Sports Construction not to exceed the amount of \$33,817.00. The Change Order consists of the following:

Undercut (3) Areas in Field	
70' x 80' x 24' = 415 C.Y. 415 Units @ \$71.00	\$ 29,465.00
20' x 15' x 12' = 11 units @ \$71.00	\$ 781.00
20' x 15' x 12' = 11 units @ \$71.00	\$ 781.00
Geo-Grid (S.F.) 6,200 Units @ \$0.45	\$ 2,790.00

Motion to accept Mr. Caffrey, seconded by Dr. Susek

8 Ayes: Atherton, Breese, Evans, Faust, Harris, Susek, Thomas, Caffrey

ATHLETIC COMMITTEE

Mr. Atherton shared that we will be voting on our Athletic Directors today and that the committee previously had a meeting to discuss the positions.

SAFETY & SECURITY COMMITTEE

Mr. Evans shared that **Officer Gembitski** briefed the board during executive session. The next meeting will be late July or early August.

TRANSPORTATION COMMITTEE

No report

BUILDING MAINTENANCE COMMITTEE

1. That approval be given to accept the proposal from Kleen Air Systems for Kitchen Grease Exhaust Cleaning at the following costs:

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Wilkes-Barre Area High School	
Main Systems	\$ 1,500.00
Dishwasher System	\$ 210.00
GAR Middle School	\$ 400.00
Heights Elementary School	\$ 400.00
Solomon Plains Middle School	\$ 400.00
Dodson Elementary School @ Mackin	\$ 400.00
Kistler Elementary School	\$ 400.00

2. That approval be given to accept the proposal from Jack Devine Gymnasium Floor Restoration to clean and Recoat the gymnasium floors at Wilkes-Barre Area High School at a cost of \$7,450.00.
3. That approval be given to accept the proposal from Jack Devine Gymnasium Floor Restoration to clean and Recoat the gymnasium floors at the following costs:

GAR Memorial Middle School	\$ 3,325.00
Solomon Plains Middle School	\$ 2,650.00
Dodson Elementary School @ Mackin	\$ 1,850.00

4. That approval be given to accept the proposal from Kelley Bros, LLC to replace gym doors at the High School at a cost of \$ 7,750.00.
5. That approval be given to accept the proposal from Kelley Bros, LLC to replace gymnasium doors & front door hardware at the High School at a cost of \$ 4,415.00.

Motion to accept Mr. Faust, seconded by Mr. Evans

8 Ayes: Atherton, Breese, Evans, Faust, Harris, Susek, Thomas, Caffrey

FACILITIES TRANSITION

Ms. Thomas asked for an update concerning the sale of Meyers. **Attorney Wendolowski** shared the court approval was granted. Zoning should be submitted in July.

Ms. Thomas asked for an update concerning the sale of the Empire Street property. Attorney Wendolowski shared that we are awaiting the Report from Phase 2. The district agreed to pay for a portion of some of that if and when the sales is complete.

Mr. Atherton asked for an explanation of how the procedures concerning the sale of Meyers.

Attorney Wendolowski explained that court approval is mandatory but does not mean that we closed. The buyer still needs to get zoning approval. At which point, the property will be ready to close. Once closed the deed will transfer and the buyer will become responsible for the property.

STUDENT WELLNESS COMMITTEE

Ms. Thomas – The next meeting will be in September.

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POLICY COMMITTEE

No Report

Mr. Caffrey took time to thank his fellow board members for the time they put into their committee work.

PERSONNEL COMMITTEE

Dr. Susek presented the following report and recommendation for the Board's Approval.

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. Act 93

1. That **Melissa Myers** be appointed Director of Middle School Education effective July 1, 2023.
2. That **Sean McLaughlin** be appointed Principal effective July 1, 2023.
3. That **Trisha Tabron** be appointed Talent Acquisition Associate effective July 10, 2023.

B. Professionals

1. That the retirement of **Larissa Goldstein** be accepted effective June 20, 2023.
2. That **Eileen Spellman's** request for a sabbatical for the 2023-2024 school year be approved.
3. That **Candace Day's** request for unpaid Leave for the 2023-2024 school year be approved.
4. That **Shelby Ohotnicky** be appointed a School Psychologist (Summer testing not to exceed 55 hours).
5. That **Paula Muhutsky** be appointed a temporary professional employee as a Music Teacher.
6. That **Molly McAndrew** be appointed a temporary professional employee as a Special Education Teacher

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7. That **Alison Sturdevant** be appointed a temporary professional employee as a Special Education Teacher.
8. That **Janet Castrignano** be appointed a temporary professional employee as a Special Education Teacher.
9. That **Arthur Mitchell** be appointed a temporary professional employee as an ESL Teacher.
10. That **Courtney O'Meara** be appointed a temporary professional employee as an Elementary Teacher.
11. That **Cassandra Walkowiak** be appointed a temporary professional employee as an Elementary Teacher.
12. That **Matthew Kotulak** be appointed a temporary professional employee as an Elementary Teacher.
13. That **Mary Claire Corcoran** be appointed a temporary professional employee as an Elementary Teacher.
14. That **Carianna Makowski** be appointed a temporary professional employee as an Elementary Teacher.
15. That **Amy Rosengrant-Rau** be appointed a temporary professional employee as an Elementary Teacher.
16. That **Jennifer Hunter** be appointed a temporary professional employee as an Elementary Teacher.
17. That **Kathie Miles** be appointed a temporary professional employee as an Elementary Teacher.
18. That **Taylor Ashton** be appointed a temporary professional employee as an Elementary Teacher.
19. That **Karissa Wondoloski** be appointed a temporary professional employee as an Elementary Teacher.
20. That **Sydney Hendrick** be appointed a temporary professional employee as an Elementary Teacher.
21. That **Bridget Galle** be appointed a temporary professional employee as an Elementary Teacher.

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22. That **Jessica Allbritain** be appointed a Special Education Long-Term Substitute Teacher for the 2023-2024 school year.
23. That **Ashton Ashby** be appointed an Elementary Long-Term Substitute Teacher for the 2023-2024 school year.
24. That **Kendra Krolick** be appointed an Elementary Long-Term Substitute Teacher for the 2023-2024 school year.
25. That _____ be appointed an Art Long-Term Substitute Teacher for the 2023-2024 school year. **Tabled**
26. That _____ be appointed an Art Long-Term Substitute Teacher for the 2023-2024 school year. **Tabled**
27. That _____ be appointed an Art Long-Term Substitute Teacher for the 2023-2024 school year. **Tabled**
28. That _____ be appointed an Art Long-Term Substitute Teacher for the 2023-2024 school year. **Tabled**
29. That the following professional employees be appointed to positions on Curriculum Development/Revision Committees at a rate of \$35 per hour, not to exceed predetermined hours based on funding available.

Federal Programs Document Revision

Sandy Atherton

Diane McFarlane

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C. Secretaries & Teachers' Associates

1. That the retirement of **Donna Mikelski** be accepted effective August 1, 2023.
2. That **Jolene Pascucci** be appointed a 12 Month Grade 1 Secretary effective August 1, 2023.
3. That _____ be appointed a 10 Month Grade 1 Secretary effective August 28, 2023. **Tabled**
4. That **Rachel Nichols** be appointed a 10 Month Grade 1 Secretary effective August 28, 2023.
5. That **Kaitlyn Falcone** be appointed a Long-Term Substitute 12 Month Grade 1 Secretary effective August 28, 2023
6. That **Connie Pace-Brown's** request for unpaid leave from June 7, 2023 through June 9, 2023 be approved.
7. That **Crystal Spellman's** request for unpaid leave from March 30, 2023 through the end of the 2022-2023 school year be approved.

D. Custodians, Maintenance and Housekeepers

1. That the resignation of **Saul Wilkins** be accepted.
2. That **Sarah Hufford** be appointed a Grade I Custodian.
3. That **LaMar Radcliffe** be appointed an ESSER Funded Custodian with a position termination date of August 31, 2024.
4. That **Isabel Romero** be appointed a Housekeeper.
5. That **Brenda Kowalczyk's** request for unpaid leave for June 14, 2023 be approved.

E. Security Greeters

1. That the retirement of **John Conway** be accepted.

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F. Athletics

1. That the resignation of **Anthony Dates** be accepted.
2. That the resignation of **Ruben Bourdeau** be accepted.
3. That the resignation of **Gary McGuinness** be accepted.
4. 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.

Golf Varsity Head Coach

James Lavan

Girls Basketball Varsity Associate Head Coach

Josh Pstrak

Girls Basketball Varsity Assistant Coach

Destiny Cabreja

Girls Basketball Junior High Head Coach

Harlan Tabron

Girls Basketball Junior High Assistant Coach

Breanna Kijek

G. Extra-Curricular Salary Schedule-6

Senior High Athletic Directors

Christa Galella/Corry Hanson

Motion to accept Dr. Susek, seconded by Ms. Thomas

8 Ayes: Atherton (Nay F.4. line 1, Abstain B 29), Breese, Evans, Faust, Harris, Susek, Thomas, Caffrey

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RESOLUTION #1

WHEREAS, the Board of School Directors of the Wilkes-Barre Area School District, in accordance with law, prepared the following budget, of the amount of funds that will be required by the School District in its several departments for the fiscal year beginning July 1, 2023 and ending June 30, 2024 in the amount of \$159,571,346.

NOW, THEREFORE BE IT RESOLVED, that the Board of School Directors of the Wilkes-Barre Area School District hereby presents the expenditures as hereinafter set forth during the fiscal year 2023-2024 and levies a tax of 18.4332 mills per dollar (\$18.43 per thousand dollars) of assessed valuation on real estate; re-enacts and/or continues in force the Resolution of June 29, 1971, providing for the levy, assessment and collection of the following taxes: (a) one (1) per centum on transfers of title of real estate; (b) a local services tax (formerly occupational privilege tax) of ten (10) dollars; (c) the earned income tax (wage tax) of one (1%) per cent; (d) the mercantile tax at the rate and under the terms and provisions set forth in the Resolution previously adopted; re-enacts and/or continues in force the Resolution of June 30, 1986 providing for the levy, assessment and collection of the business privilege tax at a rate of one and one-half (1½) mills; re-enacts and/or continues in force the Resolution of June 26, 1987 providing for the levy, assessment and collection of per capita tax of ten (10) dollars.

Motion to accept Dr. Susek, seconded by Ms. Thomas

8 Ayes: Atherton, Breese, Evans, Faust, Harris, Susek, Thomas, Caffrey

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RESOLUTION #2

WILKES-BARRE AREA SCHOOL DISTRICT

2023 HOMESTEAD and FARMSTEAD EXCLUSION RESOLUTION

BE IT RESOLVED, by the Board of School Directors of Wilkes-Barre Area School District, that homestead and farmstead exclusion real estate tax assessment reductions are authorized for the school year beginning July 1, 2023, under the provisions of the Homestead Property Exclusions Program Act (part of Act 50 of 1998) and the Taxpayer Relief Act (Act 1 of 2006), as follows:

1. **Aggregate amount available for homestead and farmstead real estate tax reduction.**
The following amounts are available for homestead and farmstead real estate tax reduction for the school year beginning July 1, 2023:
 - a. **Gambling Tax Funds.** The Pennsylvania Department of Education (PDE) has notified the School District the PDE will pay to the School District during the school year pursuant to Act 1, 53 P.S. Section 6926.505 (b). as a property tax reduction allocation funded by gambling tax funds, the amount of \$3,627,104.48
 - b. **Philadelphia tax credit reimbursement funds.** PDE has notified the School District that PDE will pay to the School District during the school year pursuant to ACT 1, 53 P.S. Section 6926.325 (3), as reimbursement for Philadelphia tax credits claimed against the School District earned income tax by School District resident taxpayers, the amount of \$9,836.16.
 - c. **Aggregate amount available.** Adding these amounts the aggregate amount available during the school year for real estate tax reduction is \$3,636,940.64.
2. **Homestead/Farmstead numbers.** Pursuant to Act 50, 54 Pa. C.S. Section 8584 (i), and Act 1, 53 P.S. Section 6926.341 (g) (3), the County has provided the School District with a certified report listing approved homesteads and approved farmsteads as follows:
 - a. **Homestead property number.** The number of approved homesteads within the School District is 11,102.
 - b. **Farmstead property number.** The number of approved farmsteads within the School District is 1.
 - c. **Homestead/Farmstead combined number.** Adding these numbers, the aggregate number of approved homesteads and approved farmsteads is 11,103.
3. **Real estate tax reduction calculation.** The School Board has decided that the homestead exclusion amount and the farmstead exclusion amount shall be equal.

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Dividing the paragraph 1 (c) aggregate amount available during the school year for real estate tax reduction of \$3,636,940.64 by the paragraph 2 (c) aggregate number of approved homesteads and approved farmsteads of 11,103, the maximum real estate tax reduction amount applicable to each approved homestead and to each approved farmstead is \$327.56.

4. **Homestead exclusion calculation.** Dividing the paragraph 3 maximum real estate tax reduction amount of \$327.56 by the School District real estate tax rate of 18.4332 mills (.0184332) the maximum real estate assessed value reduction to be reflected on tax notices as a homestead exclusion for each approved homestead is \$17,770.00, and the maximum real estate assessed value reduction to be reflected on tax notices as a farmstead exclusion for each approved farmstead is \$17,770.00.
5. **Homestead/Farmstead exclusion authorization – July 1 tax bills.** The tax notice issued to the owner of each approved homestead within the School District shall reflect a homestead exclusion real estate assessed value reduction equal to the lesser of: (a) the County-established assessed value of the homestead, of (b) the paragraph 4 maximum real estate assessed value reduction of \$17,770.00. The tax notice issued to the owner of each approved farmstead within the School District shall reflect an additional farmstead exclusion real estate assessed value reduction equal to the lesser of: (a) the County established value of the farmstead, of (b) the paragraph 4 maximum real estate assessed value reduction of \$17,770.00. For purposes of this Resolution, “approved homestead” and “approved farmstead” shall mean homesteads and farmsteads listed in the report referred to in Paragraph 2 above and received by the School District from the County Assessment Office on or before May 1 pursuant to Act 1, 53 P.S. Section 6926.341 (g) (3), based on homestead/farmstead applications filed with the County Assessment Office on or before March 1. This paragraph 5 will apply to tax notices used based on the initial tax duplicate used in issuing initial real estate tax notices for the school year, which will be issued on or promptly after July 1, and will not apply to interim real estate tax bills.
6. **Homestead/Farmstead exclusion authorization – interim real estate tax bills.** No homestead or farmstead exclusion will apply to any interim tax bill except an interim tax bill applicable to a property that includes an approved homestead or approved farmstead listed in the report received by the school District from the County Assessment Office on or before May 1, but not included in the tax assessment reflected in the July 1 tax bill for the property. In most cases, the assessment of approved homesteads and approved farmsteads will be reflected in July 1 tax bills. However, in any case when there is an approved homestead or an approved farmstead that is not included in the assessment reflected in the July 1 tax bill, and when an interim real estate tax notice is issued later based on an interim assessment including the approved homestead or approved farmstead, the interim tax notice shall reflect a homestead or farmstead exclusion real estate assessed value reduction calculated under paragraph 5, except that the paragraph 4 maximum real estate assessed value reduction will be pro rated in the same manner as the real estate tax is pro rated. Assuming the interim tax notice reflects taxation of July 1, as will occur in most such cases, the full amount of paragraph 4 maximum real estate assessed value reduction will apply. In the extraordinary case where the new interim tax assessment is effective after July 1, the paragraph 4 maximum real estate assessed value

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reduction will be pro rated in the same manner as the real estate tax reflected in the interim tax bill is pro rated.

Motion to accept Mr. Caffrey, seconded by Ms. Harris

8 Ayes: Atherton, Breese, Evans, Faust, Harris, Susek, Thomas, Caffrey

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RESOLUTION #3

Authority to Prepare Real Estate Tax Statements

BE IT RESOLVED, that Diamond Marketing Solutions be authorized to prepare the school real estate tax statements for the 2023 Tax Duplicate at a rate of \$155.04 per 1000 bills including envelopes and duplicates at a rate of \$93.86 per 1000 bills with date of issue July 17, 2023; 2% discount through September 18, 2023; face amount September 19, 2023 through November 20, 2023; and 10% penalty due after November 21, 2023. Further, that Tax Collectors be authorized to offer three installment payments of the face amount of school real estate taxes, provided taxpayers choose this option on or before August 18, 2023. (Installment due dates shall be: 1st – August 18, 2023; 2nd – October 18, 2023; 3rd – December 18, 2023). A 10% penalty will be added to each delinquent installment not paid on or before the due date of the installment. Delinquent installments must be paid prior to the Tax Collectors accepting payment of subsequent installments.

Motion to accept Dr. Susek, seconded by Ms. Thomas

8 Ayes: Atherton, Breese, Evans, Faust, Harris, Susek, Thomas, Caffrey

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RESOLUTION #4

Real Estate Tax Collector for Wilkes-Barre Township

BE IT RESOLVED, that approval be given to appoint Elite Revenue Solutions, 100 Wilkes-Barre Boulevard, Suite 205, Wilkes-Barre, PA the collector of School Real Estate Taxes for Wilkes-Barre Township for the fiscal year commencing July 1, 2023 at a commission of \$2.20 per taxable, \$0 per interim bills, plus postage.

In addition, it shall be the responsibility of the Tax Collector to comply with the duties and responsibilities of the position as contained in the Local Tax Collection Law Act of May 25, 1945, P.L. 1050, No. 394, and the Pennsylvania Department of Community Affairs “Tax Collectors Manual.” The Tax Collector must also comply with the procedures and requirements of the District for tax collectors established in its resolution of January 12, 2005.

The Tax Collector shall be required to furnish either a surety or collateral bond as required by the School Code of the Commonwealth of Pennsylvania.

Motion to accept Mr. Evans, seconded by Ms. Thomas

8 Ayes: Atherton, Breese, Evans, Faust, Harris, Susek, Thomas, Caffrey

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RESOLUTION #5

Real Estate Tax Collector for Wilkes-Barre City

BE IT RESOLVED, that approval be given to appoint Elite Revenue Solutions, 100 Wilkes-Barre Boulevard, Suite 205, Wilkes-Barre, PA the collector of School Real Estate Taxes for Wilkes-Barre City for the fiscal year commencing July 1, 2023 at a commission of \$2.20 per taxable, \$0 per interim bills, plus postage.

In addition, it shall be the responsibility of the Tax Collector to comply with the duties and responsibilities of the position as contained in the Local Tax Collection Law Act of May 25, 1945, P.L. 1050, No. 394, and the Pennsylvania Department of Community Affairs “Tax Collectors Manual.” The Tax Collector must also comply with the procedures and requirements of the District for tax collectors established in its resolution of January 12, 2005.

The Tax Collector shall be required to furnish either a surety or collateral bond as required by the School Code of the Commonwealth of Pennsylvania.

Motion to accept Ms. Harris, seconded by Ms. Thomas

8 Ayes: Atherton, Breese, Evans, Faust, Harris, Susek, Thomas, Caffrey

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RESOLUTION #6

Per Capita Tax Collector

BE IT RESOLVED, that Berkheimer Associates be appointed to serve as collector of the Per Capita tax for the fiscal year beginning July 1, 2023 at a rate of .25 cents per taxable individual plus postage, which will be the total cost to the School District. The Tax Collector is authorized to collect delinquent Per Capita Tax, receiving total remunerations from the costs assessed to the delinquent taxable (i.e. at no cost to the School District).

Motion to accept Ms. Thomas, seconded by Dr. Susek

8 Ayes: Atherton, Breese, Evans, Faust, Harris, Susek, Thomas, Caffrey

RESOLUTION #7

Local Services Tax Collectors

BE IT RESOLVED, that Berkheimer Associates be appointed to serve as Tax Collector for the collection of Local Services Tax for the fiscal year beginning July 1, 2023 at a commission not to exceed 2.05% of the gross amount of the tax collected and distributed to the school district.

Motion to accept Mr. Breese, seconded by Dr. Susek

8 Ayes: Atherton, Breese, Evans, Faust, Harris, Susek, Thomas, Caffrey

NEW BUSINESS

Ms. Thomas shared that she attended the art show at Solomon Plains Elementary on May 30th. Over 350 students signed in with families. She shared that the artwork was outstanding. She thanked Dr. Costello and the board for bringing art back.

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Dr. Costello shared once again that this is the 4th year in the row that we have not raised taxes. He stated that because we have remained fiscally responsible, we are able to bring back programs without raising taxes.

Mr. Atherton shared that he recently attended the Citizens' Voice Athlete of the Week ceremony at the Kirby Center. At that ceremony our Michael Hamel was recognized for being Boys' Tennis Performer of the Year.

Mr. Caffrey shared how special our graduation was on June 9th. He stated it was exciting to share in the happiness of the graduates and their families. He also shared how impressive it is that we graduate 550 students in such a dignified yet efficient ceremony. "It was a great day for the Wolfpack."

Ms. Harris shared that our graduates were offered over \$30 million in scholarships and accepted over \$13 million in scholarships.

Communications from Solicitor

Attorney Wendolowski thanked Dr. Costello, Mr. Telesz, and Mr. Krzywicki for their work that allowed us to not raise taxes for the fourth year in a row. He added how impressive that is considering we just built a new high school and are underfunded by of \$30 million as proven in court of law.

Motion to adjourn by Dr. Susek, seconded by Ms. Thomas.

Meeting adjourned 7:45 p.m.

Respectfully submitted,

Tom Telesz
Board Secretary