

Summary of Minutes
Regular Board Meeting
December 14, 2015

Vice President Joseph A. Caffrey called the meeting to order at 7:03 PM.

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

Board Secretary Leonard B. Przywara called the roll.

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

Vice President Caffrey stated:

- The chair wishes to announce that the Board held an Executive Session following the Reorganization Meeting of December 1, 2015 and prior to the Regular Board Meeting of December 14, 2015.
- 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 Reorganization Meeting of December 1, 2015 and the Regular Board Meeting of November 9, 2015, 2015 and dispense with the reading of those minutes.

The vote was as follows:

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

Leonard B. Przywara, Board Secretary/Business Manager, presented the Treasurer's Report for the month ending September 30, 2015.

WILKES-BARRE AREA SCHOOL DISTRICT
CASH ACCOUNT BALANCES

Month ending Sept. 2015

GENERAL FUNDS

GENERAL FUND CHECKING - FNCB	(\$1,543,409.38)
GENERAL FUND CASH CONCENTRATION - FNCB	\$21,199,190.68
FEDERAL PROGRAMS - FNCB	\$361,390.03
FEDERAL PROGRAMS CHAPTER 1 -FNCB	\$1,058,760.12
OMEGA BANK	\$2,934,622.96
OMEGA BANK	\$2,068,612.67
JANNEY MONTGOMERY SCOTT	\$1,688,867.05
PNC BANK	\$3,732,918.71
PNC BANK INVESTMENT	\$0.00
LPL LINSKO PRIVATE LEDGER	\$828,589.27
EARNED INCOME TAX ACCOUNT-FNCB	\$18,884.97
COMMONWEALTH INVESTMENT #1	\$11,597.90
REAL ESTATE TAX ACCOUNT - FNCB	\$0.00

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LANDMARK CD	\$460,785.35
PLGIT EIT	\$819,451.40

TOTAL GENERAL FUND	\$ 33,640,261.73
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SPECIAL REVENUE FUNDS

2003 CAPITAL PROJECTS CASH CONCENTRATION-FNCB	\$10,371.04
ATHLETIC FUND-OMEGA BANK	\$511,066.32

TOTAL SPECIAL REVENUE FUND	\$ 521,437.36
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TRUST AND AGENCY FUNDS

PAYROLL CHECKING-FNCB	\$1,473,103.61
PAYROLL CLEARING -FNCB	\$262.72
WHOLE LIFE GROUP TRUST-CITIZENS BANK	\$225,066.44
ELEMENTARY ACTIVITY FUND-OMEGA BANK	\$102,835.92
SECONDARY ACTIVITY FUND-OMEGA BANK	\$271,287.18
COMMONWEALTH INVESTMENTS #5	\$333,220.31

TOTAL TRUST AND AGENCY FUND	\$ 2,405,776.18
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FOOD SERVICE FUND

CHECKING ACCOUNT-OMEGA BANK	\$1,843,100.03
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TOTAL FOOD SERVICE FUND	\$ 1,843,100.03
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DEBT SERVICE FUND

COMMONWEALTH INVESTMENTS #7	\$9,282.85
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TOTAL DEBT SERVICE FUND	\$9,282.85
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Mr. Evans moved, seconded by Ms. Thomas, to accept the Treasurer's Report for the month ending August 31, 2015. The vote was as follows:

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

There were no **Communications from the Superintendent**

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Communications from Citizens

1. Joseph Borland
2. Richard Holodick
3. Bob Holden
4. Councilman George Brown
5. Kim Borland
6. Ruth Borland
7. Ron Woznock
8. John Suchoski
9. Dave Wilson
10. Jack Nolan
11. Bill Waters
12. Matthew Ford

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

1. Compliments in regard to the recently held Harvest Festival.
2. Reason for touring Times Leader Building when it was previously stated that there was no need to acquire additional property.
3. Why has the Board changed their opinion in regard to seeking help/suggestions from the community?
4. Possibility of Junior and Senior Coughlin High School students going to Meyers.
5. Request to have Board Meetings held in a larger room/different location in order to accommodate Citizens.
6. Request to paint plywood Blue & Gold at the entrances of Meyers High School.
7. Consider accepting suggestions from SOS before moving forward with your plan to build at the Coughlin site.
8. Frustration in regard to not being told what the definitive plan is.
9. Questions in regard to the accuracy of the cost of bussing, information that was considered and helped determine the decision to build at the Coughlin site.
10. How many District owned properties are on the list for possible sale?
11. When will the PDE Evaluations begin?
12. Wilkes-Barre Area School District has a Business Department in place, why was it necessary to have an RFP in regard to a Perspective Analysis, when a great part of the RFP description services listed are functions of a Business Department?
13. Is Wilkes-Barre Area School District overstaffed with teachers, since it has been indicated that the District can save six million dollars by reducing the teacher work force.
14. Considering the financial crisis of the District, will the District realistically have funds to renovate G.A.R. and not let Meyers become a "Hotel Sterling Site"?
15. G.A.R. students will not be offered the same possibilities as the students who will attend the new high school being built at the Coughlin site.
16. Possibility of Town Hall Meetings, in order for more open and transparent dialogue.
17. How many years will taxes be raised to the maximum tax index?
18. Investigate flood lights that are on twenty-four hours a day at Kistler, in order to save on the cost of electricity.
19. Does the District pay for individual bus runs or is the District charged according to the size of the bus that is utilized?

All of the questions and concerns were attempted to be addressed by Attorney Wendolowski, District Solicitor, Dr. Bernard Prevuznak, Superintendent, Board Members; Rev. Shawn Walker, Joseph Caffrey, Ned Evans, Denise Thomas, Dino Galella and John Quinn.

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Board Members; Rev. Shawn Walker, Ned Evans and Denise Thomas indicated they would be receptive to attending an open forum such as a Town Hall Meeting.

Old Business

Rev. Walker moved, seconded by Miss Katsock, to form a committee to explore an in school suspension program. The vote was as follows:

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

Miss Thomas thanked Board Secretary/Business Manager, Leonard B. Przywara, for making available to the Board a list of properties owned by the District that may be able to be sold by the District.

LUZERNE INTERMEDIATE UNIT

Miss Katsock informed the Board that the next meeting of the LIU is scheduled for November 25, 2015. Miss Katsock also informed the Board that a presentation was done at the LIU in regard to Governor Wolf's school districts funding formula. Miss Katsock suggested that the Board may wish to consider having that presentation done at a Regular Board Meeting of the Directors of the Wilkes-Barre Area School District.

WILKES-BARRE AREA CAREER AND TECHNICAL CENTER

Mr. Quinn informed the Board that the next meeting of the Wilkes-Barre Area Career and Technical Center is scheduled for November 16, 2015

CURRICULUM COMMITTEE REPORT

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

1. That approval be given to enter into a Contract with Bayada Home Health Care, Inc., 1864 North Township Blvd., Route 11, Pittston-By-Pass, Pittston, PA to provide "In School" Home Health Aide Services to District students, during the 2015-2016 school year at a cost of \$47.04 per hour. A complete copy of the contract is on file in the Office of the Board Secretary.
2. That approval be given to enter into a "Local Educational Agency Responsibility Agreement" with Neshaminy School District ("Host District"), whereby the Wilkes-Barre Area School District will assume the educational responsibilities for resident students residing at Woods Services, a residential treatment facility situated in the Host District.

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

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

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BUDGET FINANCE 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/Appli. Invoice #	Payment Due
Apollo Group, Inc.	Mackin Renovation	Capital Projects	14	\$18,967.00
Panzitta Enterprises	Mackin Renovation	Capital Projects	08	\$495,822.39
Abmech, Inc.	Mackin Renovation	Capital Projects	05	\$1,425.00
Abmech, Inc.	Mackin Renovation	Capital Projects	06	\$24,115.00
G.R. Noto Electrical Construction, Inc.	Mackin Renovation	Capital Projects	06	\$144,350.91
G.R. Noto Electrical Construction, Inc.	Mackin Renovation	Capital Projects	07	\$53,074.24
Integrity Fire Protection, Inc.	Mackin Renovation	Capital Projects	04	\$58,995.00
Yannuzzi, Inc.	Mackin Renovation Plumbing	Capital Projects	06	\$80,641.80
Apollo Group, Inc.	New High School	Capital Projects	04	\$5,085.44
A&E Group, JV	New High School	Capital Projects	05	\$54,575.00
Borton Lawson Architecture	New High School	Capital Projects	05	\$11,974.58
Leonard Engineering, Inc.	New High School	Capital Projects	05	\$26,550.00
WKL Architecture	New High School	Capital Projects	05	\$63,264.82
Apollo Group, Inc.	Kistler Addition Renovations	Capital Projects	04	\$350.74
A&E Group, JV	Kistler Addition Renovations	Capital Projects	05	\$49,117.50
Borton Lawson Architecture	Kistler Addition Renovations	Capital projects	05	\$37,598.96
Leonard Engineering, Inc.	Kistler Addition Renovations	Capital Projects	05	\$3,540.00
Mar-Paul Company, Inc.	Meyers/Coughlin Safety Sheds	Capital Projects	04	\$3,230.00
Mar-Paul Company, Inc.	Meyers/Coughlin Safety Sheds	Capital Projects	05	\$12,621.30
Apollo Group, Inc.	G.A.R. Drainage & Retaining Wall	Capital Projects	07	\$3,000.00
Borton Lawson Architecture	G.A.R. Drainage & Retaining Wall	Capital Projects	03	\$2,500.00

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Fabcor, Inc.	G.A.R. Drainage & Retaining Wall	Capital Projects	02	\$27,104.40
Dunmore Roofing & Supply Co., Inc.	Heights Murray Elementary Reroofing	Capital Projects	05	\$42,042.50
Olivetti Roofing Systems Corp.	Daniel J. Flood Roof Replacement	Capital Projects	09	\$10,566.00

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 OWNER	PARCEL NO.	PROPOSED BID
Steven J. & Jean Pavlick 227 Brown Street Wilkes-Barre, PA	73-I9NE4-018-023-000	\$2,055.00

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 Joseph Donnelly	6767 Bear Creek Blvd. Bear Creek Twp., PA	May 29, 2015

B. FEDERAL

That, in accordance with the authority of the Board, the following Federal AP Checks #1456-1468 and Federal Wire transfer 201500249 from September 1, 2015 through September 30, 2015 and Chapter I AP checks #1456-1474 and Chapter I Wire Transfers 201500250-20150263 were drawn for payment since the last regular meeting of the Board of Education held on October 5, 2015 be approved.

- C. That payment be approved for the following General Fund Wire Transfers #201510248-201510261 and General Fund checks, #40319-40533 and Food Service Checks 2657-2675 which were drawn for payment since the last regular meeting of the Board of Education held on October 5, 2015.
- D. That the checks listed on the following pages #40534 to 40763 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. Evans, to adopt the report. The vote was as follows:

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

1 Nay: Katsock: A - #1 & C & D

1 Nay: Thomas: A - #1 – Olivetti Roofing

1 Nay: Walker: A - #1

ATHLETIC COMMITTEE REPORT

Mr. Galella moved, seconded by Dr. Susek, to approve the Coughlin High School winter indoor track program at no cost to the District. The vote was as follows:

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

Mr. Galella informed the Board that three Coughlin High School teams participated in District Finals. Girls Field Hockey and Girls Soccer finished in first place and Boys Soccer finished in second place.

SAFETY AND SECURITY COMMITTEE REPORT

Ms. Thomas informed the Board that there will be a Safety/Security Meeting on Monday, November 16, 2015.

CONTRACTED SERVICES COMMITTEE REPORT

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

1. That approval be given to enter into a contract with Michael Marino, 210 W. Parkway Road, Bear Creek, PA to provide "Student Transportation" services for the 2015-2016 school year at a cost of \$0.45 per mile. The contractor must provide proof of insurance to the District.
2. That approval be given to renew the District's School Leaders' Legal Liability Insurance, with a \$1,000,000.00 limit of liability for the 2015-2016 school year with PSBA Insurance Trust at a premium in the amount of \$35,457.00.
3. That approval be given to engage the services of Berkheimer One Source to manage the processing, printing and mailing of the 2015 "Homestead/Farmstead ACT-1 Application" as required by the Taxpayer Relief Act, Act 1 of Special Section 1 of 2006. The cost of these services is \$0.495 per application, plus postage.
4. That approval be given to the change order requests of Panzitta Enterprises, Inc. 72 George Avenue, Wilkes-Barre, PA in respect to the Mackin School Renovation Project as follows:

a.	Reduce piping with couplings at meter in pit	\$3,177.30
b.	Furnish and Install 2 Azek trim panels	\$730.80
c.	Paint metal base angle at the gym floor	\$509.25
d.	Replace 2 broken windows & 3 damaged insulated panels above windows	\$1,181.25
5. That approval be given to the change order request of G.R. Noto Electrical Construction, Inc. 2 Skyline Drive, P.O. Box 27, Clarks Summit, PA, in respect to the Mackin School Renovations Project as follows:
 - a. Delete cord reel & add additional lighting at elevator pit \$19.00
6. That approval be given to the change order request of Yannuzzi, Inc., P.O. Box A, Hazleton, PA in respect to the Mackin School Renovations Project as follows:
 - a. Installation of chemical feed at janitor closet \$1,412.83

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7. That approval be given to accept the "Certificate of Substantial Completion" from the Apollo Group, Inc., Construction Manager in respect to the Edward Mackin School Alterations Project with Abmech, Inc., with an established date of October 20, 2015.
8. That approval be given to enter into an Agreement with E-Collect PA, LLC, 804 Fayette Street, Conshohocken, PA for the purpose of auditing taxpayers to ascertain mercantile/business privilege taxes, and collecting the liabilities discovered as a result of the audits conducted. The term of this agreement shall be for a period of three (3) years.

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

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

1 Nay: Katsock: #'s 3, 4, 5, and 6

There was no LEGISLATIVE /FEDERAL REPORT

MATERIAL SUPPLIES REPORT

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

1. That having received proposals through COSTARS vendors from the Design Team on October 8, 2015 that the award is made to the following vendor for:

ADDITIONAL MACKIN SCHOOL FURNITURE- RESEARCH ED SUITE

Stone Office, Inc. - \$3,859.20
321-327 Pear St
Scranton, PA

2. That approval be given to enter into a Lease Agreement with Vantage Financial, 99 Whitfield Street, 2nd Floor, Suite 10C, Guilford, CT in respect to the acquisition of HP Chromebooks and Google licenses. This arrangement has a term of four (4) years, with an annual cost of \$31,328.00.
3. That approval be given to purchase "data switches" to be installed at the Edward Mackin Building through Hewlett-Packard Financial Services at their proposed price of \$40,389.72. The District has been approved for federal e-rate funds in the amount of \$34,331.26 towards this cost, which will reduce the District's investment to \$6,058.46.

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

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

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. Professional

1. That **Kristen Hudack**, a temporary professional employee, having received her final satisfactory evaluation, be classified as a permanent professional employee.
2. That **Barbara Chackan's** status be amended from temporary professional employee to professional employee effective August 27, 2012.
3. That **Jennifer Jones'** status be amended from temporary professional employee to professional employee effective August 27, 2012.
4. That **Dana Hine's** sabbatical request for the second semester of the 2015-16 school year be approved.
5. That the retirement of **Sharon Frey** be accepted with regret effective December 1, 2015.
6. That **Corey Brenner** be appointed G.A.R.'s Junior High Athletic Director.
7. That the approval be given to provide an annual stipend of \$500 to one Title I teacher, selected by the building principal in each Title I school, to act as the school's Title I Parent Liaison. Duties to include communication with parents and participation in the planning of Title I school/district events.

Boyd Dodson Elementary

Daniel J. Flood Elementary
Heights-Murray Elementary
Dr. David Kistler Elementary
Solomon Plains Elementary
Solomon Plains JHS
G.A.R. Memorial JSBS
E.L. Meyers JSBS

Lorrie Gardner and Linda Gubitose
(Will split duties and stipend)
MaryJo Petlock
Kristin Laiuvara
Sandy Atherton
Lorraine Farrell
Cecilia Baltusavich
Carol Koldziej
Maryann Rizzo

B. Secretaries & Teachers' Associates

1. That **Judy Solomon** be appointed a grade I, 12 month secretary.

C. Housekeepers

1. That **Dwayne Harrison's** request for unpaid leave be approved, effective October 17, 2015 through approximately November 21st, 2015.

D. Athletics

1. That the resignation of Mark Frank as Meyers Wrestling Junior High Assistant Coach (1/2 pay) be accepted with regret.
2. 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.

G.A.R.	Wrestling	Varsity Head Coach	Jason Lavelle
Meyers	Wrestling	Volunteer Assistant Coach	Jason Berman
G.A.R.	Girls' Basketball	Junior High Assistant Coach	Laura Taylor

ADDENDUM

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.

Meyers	Wrestling	Volunteer Assistant Coach	Mark Frank
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2. That **Joshua Wasielewski** be appointed the G.A.R. varsity assistant wrestling coach.

ADDENDUM

1. That **Emily Fritz Gardzalla** be appointed as a 30 hour per week nurses' assistant.

ADDENDUM

1. That **Corey Brenner** be appointed as an Acting Dean of Students.
2. That _____ be appointed as an Acting Dean of Students. **TABLED**

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Addendum to the contract of employment of the Superintendent to modify Exhibit B, Sub Part 2 C of the contract to allow the Superintendent to receive per diem pay for his unused vacation days.

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

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

New Business

Ms. Thomas suggested that an open house be held at Mackin prior to classes beginning in order for the stake holders of the Wilkes-Barre Area School District to have an opportunity to view the renovations and see where their money is being utilized.

Vice President Caffrey asked Mr. Salijko, Project Manager for Apollo Group, Inc. if Mackin School would be ready in order for the Board to hold the December Board Meeting at that location.

Mr. Salijko informed Mr. Caffrey that they would have the building ready for the December Board Meeting.

Mr. Evans motioned, seconded by Miss Katsock, to extend the Citizens comment time from three (3) minutes to five (5) minutes at the Wilkes-Barre Area School District Regular Board Meetings.

The vote was as follows:

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

Miss Katsock moved, seconded by Mr. Evans, to allow Citizens Comments at the Wilkes-Barre Area School District Committee Meeting in regard to Committee Agenda Reports only. Citizen comments would be limited to five (5) minutes. The vote was as follows:

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

Communications from Solicitor

Attorney Wendolowski requested the below listed motions.

Ms. Katsock moved, seconded by Rev. Walker, to approve the Special Education Settlement in regard to student, A.S. The vote was as follows:

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

Dr. Susek moved, seconded by Mr. Evans, to approve at a cost not to exceed two million, two hundred fifty thousand dollars, the acquisition of modular classroom space for the housing of Coughlin High School students either at The Bog or Guthrie Field locations, subject to the negotiation of an appropriate contract with the Wilkes-Barre Area School District.

On the question:

Miss Katsock asked Mr. Gary Salijko, Project Manager, Apollo Group, Inc. if Mobilease was the only game in town.

Mr. Saliko responded that there was another company whose name he can't recall at the moment. Mr. Salijko stated that they did look at the modulars from that specific company and they weren't nearly as good as the ones from Mobilease.

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Mr. Caffrey asked if it could be written in the contract that modulars could be returned if any or all of the modulars were unacceptable after being inspected at time of delivery.

Attorney Wendolowski noted that he would attempt to negotiate in the contract that if any unit did not meet the specifications of what was proposed that particular unit/units would be rejected and replaced with an acceptable unit.

Rev. Walker inquired as to the possibility of writing language in the contract, stating that if circumstances were to change between now and delivery an adjustment could be made.

Attorney Wendolowski noted that many Construction Contracts have termination for convenience provisions and the District can attempt to negotiate a termination for convenience provision into the contract and see what kind of response the District receives from Mobilease.

The vote on the above motion was as follows:

7 Ayes: Evans, Galella, Quinn, Susek, Thomas, Walker, Caffrey

1 Nay: Katsock

Board Secretary Report

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

December, 2015

REORGANIZATION MEETING

Tuesday, December 1, 2015 – 6:00 PM

Committee Meeting

Monday, December 14, 2015 – 5:30 PM

Regular Board Meeting

Monday, December 14, 2015– 7:00 PM

Dr. Susek moved to adjourn the Meeting.

Vice President Caffrey adjourned the Meeting at 8:33 PM.