

Summary of Minutes
Regular Board Meeting
November 6, 2013

President, John R. Quinn called the meeting to order at 7:10 PM.

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

Board Secretary Leonard B. Przywara called the roll.

7 MEMBERS PRESENT: Elmy, Evans, Galella, Katsock, Latinski, Susek, Quinn

1 MEMBER ABSENT: Walker

President Quinn stated:

- The chair wishes to announce that the Board held an Executive Session prior to the Regular Board Meeting of November 6, 2013.
- THE SUBJECTS DISCUSSED IN EXECUTIVE SESSION RELATED SOLELY TO MATTERS OF EMPLOYEE RELATIONS, LABOR NEGOTIATIONS, AND/OR THREATENED OR ACTUAL LITIGATION.

Ms. Evans moved, seconded by Miss Katsock, to approve the minutes of the Regular Board Meeting of September 9, 2013, the Special Meeting/General Purposes of September 24, 2013 and the Regular Board Meeting of October 7, 2013 and dispense with the reading of those minutes. The vote was as follows:

All In Favor: Elmy, Evans, Galella, Katsock, Latinski, Susek, Quinn

Treasurer's Report

Business Manager/Board Secretary, Leonard B. Przywara, presented the Treasurer's Report for the month ending September 30, 2013.

Ms. Evans moved, seconded by Miss Katsock, to accept the Treasurer's report for the month ending September 30, 2013. The vote was as follows:

7 Ayes: Elmy, Evans, Galella, Katsock, Latinski, Susek, Quinn

There were **no bids to be opened**

Unfinished Business

At this time Attorney Wendolowski presented the following letter from Board member, Rev. Sean Walker:

I am writing this Board to resign my appointed School Director seat on the Wilkes-Barre Area School Board. I have thoroughly enjoyed my time serving the students, parents, teachers and administration of this district. I have learned so much and feel that we are making some progress.

Furthermore, I strongly believe this board has a great opportunity to continue to make gains. I would like to continue to be a part of that conversation. This is why I have submitted an application to continue to serve, solve problems and make a difference. And so, I am resigning my currently held seat in order to be considered for the vacant seat, formerly held by Mrs. Maryanne Toole.

Thanks so much for your time and attention.

Best Regards,
Shawn Walker

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Ms. Evans, moved, seconded by Miss Katsock, to accept the resignation of Rev. Shawn Walker.

The vote was as follows:

7 Ayes: Elmy, Evans, Galella, Katsock, Latinski, Susek, Quinn

Communications from the Superintendent

Dr. Prevuznak informed the Board that the “Access Cards” for entrance into the Administration Building are now being utilized and working properly. “Access Cards” are being implemented in all District buildings.

Dr. Prevuznak acknowledged Board Members. Ms. Evans and Mr. Latinski in regard to this being their last Board Meeting as School Directors of the Wilkes-Barre Area School District. Dr. Prevuznak presented them with a “Crystal Apple” as a remembrance of the years they have dedicated to the Wilkes-Barre Area School District.

Dr. Prevuznak also presented Board President, John Quinn, a “Crystal Apple” in appreciation for the dedication and guidance he has provided to the Wilkes-Barre Area School District during his tenure as Board President for the 2012-2013 school year.

Dr. Prevuznak also acknowledged former Board Member, Maryanne Toole with a “Crystal Apple” remembrance as a sign of appreciation for all the years that she has served as a Board Member of the Wilkes-Barre Area School District.

Dr. Prevuznak presented Ms. Evans with a certificate from the Pennsylvania School Board Association in recognition of the eight (8) consecutive years she has served on the Board of Directors of the Wilkes-Barre Area School District.

Communications from Citizens

1. Diane Lorenzotti, 504 S. River Street, Wilkes-Barre, PA 18702
Mrs. Lorenzotti addressed the Board in regard to the Support Staff of Wilkes-Barre Area School District and the lack of a contract between the District and the Support Staff.

2. Melissa Strother, 3755 Franklin Street, Wilkes-Barre, PA 18702
Ms. Strother addressed the Board in regard to the Dress Code and expressed to the Board that her son was failing this year and was suspended from school due to a dress code violation. Ms. Strother questioned the consistency that is applied when evaluating what a student is wearing and also noted that she was never informed that her son was failing every subject. Ms. Strother expressed to Dr. Prevuznak, Superintendent and the Board the need for the “Dress Code” to be reevaluated.

Dr. Prevuznak, Superintendent, informed Ms. Strother that the Board is going to examine the “Dress Code” to determine if changes need to be implemented and will then proceed in an appropriate manner. Dr. Prevuznak noted that he would facilitate a meeting with the administrators and her son’s teachers at Kistler Elementary School and would be available to be present at the meeting.

3. Tracey Hughes, 73 Spruce Street, Wilkes-Barre, PA 18702
Ms. Hughes addressed Dr. Prevuznak and the Board in regard to Title I Teachers in classrooms at Meyers High School. Ms. Hughes noted that there are thirty-six (36) students in one class, which she finds deplorable, and questioned why the Title I Teacher is only present in the reading class. Ms. Hughes expressed to the Board that all the other subjects for those thirty-six (36) students involve reading and asked why the Title I Teacher was not present in those classes. Ms. Hughes also asked if the District quarterly exam was new this year and also asked why parents were not informed about the District Quarterly exam.

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Ms. Hughes presented information in regard to recycling and requested that the information be made available to John Chiumento, head of the maintenance department of Wilkes-Barre Area School District.

Dr. Prevuznak informed Ms. Hughes that he would contact Mr. Elias, Principal of Meyers High School and address the schedule of the Title I Teacher and also address the number of students in the class Ms. Hughes brought to his attention. Dr. Prevuznak explained and discussed with Ms. Hughes several aspects of the District quarterly exams.

LUZERNE INTERMEDIATE UNIT

Miss Katsock informed the Board that the next meeting of the LIU will be held November 23, 2013, at 6:30 PM at the Luzerne Intermediate Unit.

WILKES-BARRE AREA CAREER AND TECHNICAL CENTER

Mr. Latinski informed the Board that a copy of the Board Meeting Minutes of the September Meeting held at the Wilkes-Barre Area Career and Technical Center has been provided to the Board of Directors of the Wilkes-Barre Area School District.

CURRICULUM COMMITTEE REPORT

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

ELECTRONIC DEVICES POLICY

It is the policy of the Wilkes-Barre Area School District to be committed to ensuring that every student is provided a safe, nondisruptive environment in which to learn. Therefore, the District has enacted a policy that prohibits the use of all electronic devices.

POSSESSION OF CELLULAR TELEPHONES

The possession of cellular telephones shall be allowed in schools. All students shall have cellular telephones out of sight and turned off. The use of cellular telephones is prohibited. Students are not permitted to carry cellular telephones visible on their person during the school day.

Students who use a cellular telephone or have it visible shall have it confiscated and returned to the student at the end of the day. Upon second and subsequent offenses the cellular telephone will be confiscated and additional disciplinary actions will be taken.

DEFINITION

Electronic devices include but are not limited to long and short wave radios, all MP3/USB/Data Storage type radios (including iPods), CD players, remote control devices, cameras, video recorders, laser pointers, portable gaming devices, and toys that do not serve any educational value in school.

ENFORCEMENT

The use of electronic devices is prohibited in school, on school property or in any conveyance providing transportation to or from any school, school event, or function during the hours and days that school is in session. These devices will be confiscated and returned to the student at the end of the day. Upon second and subsequent offenses additional disciplinary actions will be taken, including a mandatory parent/guardian conference.

WAIVER

Upon second and subsequent offenses, parents/guardians shall sign the district's agreement report acknowledging the electronic device was returned to them. In consideration of being advised of this policy, the parent/guardian waives and releases any and all claims for damages and theft of the electronic communication device they may have against the Wilkes-Barre Area School District.

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

7 Ayes: Elmy, Evans, Galella, Katsock, Latinski, Susek, Quinn

BUDGET FINANCE COMMITTEE REPORT

Mr. Elmy 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 |
|-------------------|------------------------------------|------------------|-------------------------------|--------------------|
| Astro Turf, LLC | G.A.R. Memorial Multipurpose Field | Capital Projects | 1 | \$113,526.00 |

2. That approval be given to exonerate the following listed property owners 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 owners are 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 |
|-----------------------|--------------------------------------|-----------------------|
| Raymond O. Jacobsen | 63 Bowman Street Wilkes-Barre, PA | January 25, 2013 |
| Paul M. Young | 31 Powell Street Plains, PA | April 4, 2013 |

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

| PROPERTY OWNER | PARCEL NO. | PROPOSED BID |
|--|-----------------------|---------------------|
| Laverne Brown 46 Schoolhouse Lane Wilkes-Barre, PA | 73-H10SW2-007-016-000 | \$500.00 |

4. That approval be given to refund Millett Real Estate, P.O. Box 12, Scranton, PA 18501 real estate taxes in the amount of \$54,233.35 for years 2011 and 2012. This refund, which is stipulated by Luzerne County Court Order, No. 6680 of 2012, is the result of a reduction in the assessed valuation of certain property located in Wilkes-Barre Township.

5. That approval be given to refund City Centre, LP, 1 Amato Drive, Moosic, PA 18503 real estate taxes in the amount of \$20,864.05 for year 2011. This refund, which is stipulated by Luzerne County Court Order, No. 11927 of 2012 is the result of a reduction in the assessed valuation of certain property located in Wilkes-Barre City.

6. That approval be given to refund Stanton Lanes, Inc., 213 Jensen Road, Vestal, NY 13850 real estate taxes in the amount of \$ 22,232.66 for years 2009 to 2011. This refund, which is stipulated by Luzerne County Court Order, No. 15886 of 2008 is the result of a reduction in the assessed valuation of certain property located in Wilkes-Barre City.

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B. FEDERAL

That, in accordance with the authority of the Board, the following Federal Project wire transfer #201300055 and Federal AP Checks 1250-1272. Chapter I wire transfers #201300104-201300112 and Chapter AP checks 1250-1255 were drawn for payment since the last regular meeting of the Board of Education held on October 7, 2013 be approved.

C. That payment be approved for the following General Fund wire transfers #201300086-201300093 and #201300113-201300119 and General Fund checks #33056233200 and Food Service checks #2283-2300 which were drawn for payment since the last special meeting of the Board of Education held on October 7, 2013.

D. That the checks listed on the following pages # 33201-33462 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. Elmy moved, seconded by Ms. Evans, to adopt the report. The vote was as follows:

7 Ayes: Elmy, Evans, Galella, Katsock, Latinski, Susek, Quinn

1 Nay: Katsock, – Items: C & D

There was no **ATHLETIC COMMITTEE REPORT**

CONTRACTED SERVICES COMMITTEE REPORT

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

1. That approval be given to renew the District's School Leader's Legal Liability Insurance, with a \$3,000,000.00 limit of liability for the 2013-2014 school year with PSBA Insurance Trust, at a premium in the amount of \$39,877.00.
2. That the contract for the upgrade of the Fire Alarm Manual Local Alarm Project at E.L. Meyers High School be awarded to SimplexGrinnell, 6330 Hedgewood Drive, Suite 250, Allentown, PA at the quoted price of \$24,472.03. Work on this project is to be completed under the Costar Program, Pennsylvania State Contract 6350-03.
3. That in accordance with Section 2401 of the Public School Code of 1949 and revisions thereto (Auditing of School Finances), approval be given to appoint Rainey & Rainey, Certified Public Accountants, 1151-A Highway 315, Plains, PA to audit and prepare the Independent Auditor's Report on the financial records of the District in accordance with GASB 34, and prepare the Single Audit Report as required by the U.S. Office of Management and Budget, Circular A-133, Audits of State, Local Governments and Non-Profit Organizations for the fiscal year ended June 30, 2013.

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

7 Ayes: Elmy, Evans, Galella, Katsock, Latinski, Susek, Quinn

BUILDING & GROUNDS COMMITTEE REPORT

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

1. Requests for USE OF SCHOOL FACILITIES:

DAN FLOOD ELEMENTARY

The PTO of Dan Flood Elementary requests permission to hold a "Movie Night" on Friday, November 1, 2013 from 5:30 PM to 9:30 PM. The movie has been reviewed and approved by Marlena Nockley, Principal of Dan Flood Elementary.

KISTLER ELEMENTARY SCHOOL

- a. The Commission of Economic Opportunity requests permission to use the small multi-purpose room at Kistler Elementary School for their "School Based Mobile Pantry Project- Be Smart, Eat Right, On the Go". The program will be held once a month from 3:30 PM to 6:30 PM beginning December 2013 through June, 2014.
- b. The PTO of Kistler Elementary requests permission to host a Craft Fair, to be held in the cafeteria, gym and on the front sidewalk of Kistler Elementary on Sunday, December 8, 2013 from 11:00 AM to 4:00 PM. All custodial and security officer fees will be paid by the Kistler PTO.

SOLOMON/PLAINS ELEMENTARY

- a. Girl Scouts in the Heart of Pennsylvania requests permission to use the cafeteria at Solomon/Plains Elementary School for the "Defy the Odds Program" to be held on Tuesdays beginning January 28, 2014 through February 28, 2014 from 3:30 PM to 5:15 PM.
- b. Solomon/Plains PTA requests permission to hold a "Race for Education Walk-A-Thon" on Thursday, May 8, 2014 from 9:30 AM to 2:30 PM. The Walk-A Thon will be held at the Solomon/Plains Complex track and each class will walk approximately thirty minutes. The Walk-A-Thon will be scheduled during the students "specialist" class (gym, art, music, and library) and all students will have the opportunity to participate. In the event of rain, the requested rain date is Friday, May 9, 2014.
- c. The Plains Lion Club requests permission to use the front parking lot of Solomon/Plains Complex on Saturday, November 30, 2013 for a "Meet and Greet Santa" held at the end of the Annual Christmas Parade.

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

SOLOMON/PLAINS COMPLEX

The Coughlin/YMCA Wrestling Program, under the supervision of Darren Keen, requests permission to use the Solomon/Plains Elementary gym to host wrestling meets on the following dates:

Sunday, December 29, 2013 – Clarks Summit and Back Mountain
Sunday, January 12, 2014 – Hazleton and Nanticoke

The YMCA will provide the necessary proof of insurance to Wilkes-Barre Area School District and if required by the Board of Directors of the Wilkes-Barre Area School District will pay any custodial overtime fees incurred.

WILKES-BARRE MEMORIAL STADIUM

The UNICO Organization requests permission to hold football practices at Wilkes-Barre Memorial Stadium on November 18, 2013 and November 29, 2013 in preparation of the "Annual UNICO Football Game". The UNICO Organization has provided proof of insurance to the Wilkes-Barre Area School District.

Dr. Susek moved, seconded by Miss Katsock, to adopt the report.

Mr. Galella requested that in light of all the CYC has provided to the students who participate in the wrestling program such as the donation of wrestling mats and a wrestling scale to Solomon/Plains Jr. High, the Board consider waiving all fees.

Dr. Susek moved, seconded by Miss Katsock, to amend the report to indicate that there will be no fees charged to the Coughlin/YMCA Wrestling Program event (Listed under - Item #2 – Solomon/Plains Complex) and to adopt the remainder of the report. The vote was as follows:

All In Favor: Elmy, Evans, Galella, Katsock, Latinski, Susek, Quinn

There was no **LEGISLATIVE /FEDERAL REPORT**

MATERIAL SUPPLIES REPORT

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

1. That the proposal for a new oven at Coughlin High School be accepted from Rice's Food and Equipment Consulting under the PA COSTARS State Contract #4400007365:

| | |
|---|-------------|
| Rational Combination Oven model SCC WE 102G | \$23,165.96 |
|---|-------------|

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

7 Ayes: Elmy, Evans, Galella, Katsock, Latinski, Susek, Quinn

PERSONNEL COMMITTEE REPORT

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

A. Professional

1. That **Gina Bartoletti** be granted a sabbatical for the second half of the 2013-2014 school year.
2. That **Christine Dunleavy** be granted a sabbatical for the second semester of the 2013-2014 school year.
3. That **Jennifer Wadas** be granted an FMLA beginning April 17, 2014 with a return date approximately eight weeks after April 17, 2014.
4. That **Marsha Hanson** be granted a FMLA effective January 16, 2014 with an anticipated return date of January 21, 2014.
5. That **Mary Ann Rizzo** be granted a FMLA beginning October 17, 2013 with a return date to be determined.

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6. That **Kelli Shanahan** be appointed a long term substitute for the 2013-2014 school year.
7. That **Denise Elko** be appointed a long term substitute for the 1st semester of the 2013-2014 school year.
8. That **Thomas Zelinka** be appointed Acting Reading Coordinator, Kindergarten thru 6th Grade, effective November 7, 2013.

B. CLASSIFIED

District Resource Officer

1. That **Edward Mishanski** be appointed a District Resource Officer at an annual salary of \$35,000, effective November 7, 2013.

Human Resource Associate

1. That **Megan Labatch** be appointed a Human Resource Associate, effective November 7, 2013.

Secretarial

1. That **Megan Marsh** be appointed a twelve month Grade IV secretary in the business/payroll office at a salary in accordance with the Collective Bargaining Agreement, effective November 7, 2013.
2. That **Toni Marie DiMaggio** be appointed a twelve month Grade I secretary in the pupil personnel office at a salary in accordance with the Collective Bargaining Agreement, effective November 7, 2013.

Office Assistant

1. That **Cheryl Wright** be appointed a thirty hour per week office assistant at an hourly rate in accordance with the Collective Bargaining Agreement, effective November 7, 2013.

Para Professional

1. That the retirement of **Linda Price** be accepted with regret, effective December 31, 2013.
2. Notice is given that **Reba Witko** began Workers Compensation on September 25, 2013. It is necessary to be recognized by the Board in order for Ms. Witko to buy back her PSERS time.

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Security Greeters

1. That the following be appointed as Security/Greeters for the Wilkes-Barre Area School District:

Schools

| | |
|-------------------|---|
| Darryle Stewart | Coughlin |
| Dave Oldziejewski | G.A.R. |
| Harold Cawley | Meyers |
| Jerry Cookus | Solomon/Plains Junior High |
| Maureen George | Solomon/Plains Elementary |
| Gale Winder | Dodson |
| Nathan Spagnuola | Flood |
| John Molitoris | Heights |
| Kenneth Pryor | Coughlin, G.A.R., Meyers, and Sol/Pl. Jr. |
| Dennis Armour | Sol/Pl. Elem, Dodson, Flood, and Heights |

Administration Building

John Livingston
Gerimo Ceccoli

C. ATHLETICS

1. The following appointments are made for the sport season and will be continued on a season to season basis unless the post is declared vacant by the Board of School Directors.

| | | | |
|------------------|---------------------------|-----------------|-----------------------|
| Coughlin | Swimming | Volunteer Coach | Ashley Ray |
| Coughlin | Girls Jr. High Softball | Head Coach | Renee Pizzella |
| Meyers | Girls Jr. High Basketball | Asst. Coach | Ashley Irwin |
| Sol./Pl. Jr High | Track | Asst. Coach | Erik Kemmerer |
| Sol./Pl. Jr High | Wrestling | Volunteer Coach | David Balchun |
| Sol./Pl. Jr High | Wrestling | Volunteer Coach | Alex Banaszek |
| Sol./Pl. Jr High | Wrestling | Volunteer Coach | Dominic Pasone |

ADDENDUM

1. That **Michael Jones** be appointed Dean of Students at G.A.R. Memorial High School in accordance with the Act 93 Agreement, effective November 7, 2013, contingent upon his being able to commence his employment within 30 days of today's date.

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

7 Ayes: Elmy, Evans, Galella, Katsock, Latinski, Susek, Quinn

1 Nay: Susek, C – Athletics – Coughlin Girls Jr. High Softball Coach – Renee Pizzella

Mr. Galella presented Resolution #1

RESOLUTION

BE IT RESOLVED THAT the Board of Directors of the Wilkes-Barre Area School District (District), affirms that the Administration Building, 730 South Main Street, Wilkes-Barre, PA, as a building of the District, is covered by, and subject to state laws generally applicable to the grounds and buildings of public school districts.

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

All In Favor: Elmy, Evans, Galella, Katsock, Latinski, Susek, Quinn

New Business

Miss Evans motioned, seconded by Miss Katsock, that the teacher who requested a student field trip, must accompany the students on the bus on the field trip.

The vote was as follows:

7 Ayes: Elmy, Evans, Galella, Katsock, Latinski, Susek, Quinn

Mr. Galella motioned, seconded by Ms. Evans, to allocate funds to each school building for the purchase of security cameras and be subject to the review of the District Solicitor. The vote was as follows:

7 Ayes: Elmy, Evans, Galella, Katsock, Latinski, Susek, Quinn

Miss Katsock motioned, seconded by Ms. Evans, to nominate Shawn Walker to fill the remaining term of Maryanne W. Toole as a Member of the Board of Directors of the Wilkes-Barre Area School District.

Miss Katsock motioned, seconded by Mr. Galella to close nominations.

All In Favor: Elmy, Evans, Galella, Katsock, Latinski, Susek, Quinn

The vote for **Shawn Walker** to fill the remaining term of Maryanne Toole as a Member of the Board of Directors of the Wilkes-Barre Area School District was as follows:

Elmy: **Shawn Walker**
Evans: **Shawn Walker**
Galella: **Shawn Walker**
Katsock: **Shawn Walker**
Latinski: **Shawn Walker**
Susek: **Shawn Walker**
Quinn: **Shawn Walker**

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Board Secretary/Business Manager, Leonard Przywara requested a motion from the Board to authorize the Director of Technology to write an RFP and advertise for Time and Attendance Terminals for each District building.

Miss Katsock motioned, seconded by Ms. Evans, to authorize the Director of Technology to write an RFP and advertise for Time and Attendance Terminals for each District building. The vote was as follows:

7 Ayes: Elmy, Evans, Galella, Katsock, Latinski, Susek, Quinn

At this time Ms. Evans stated that her time on the Board was a fulfilling learning experience and thanked everyone for their cooperation during her time as a Member of the Wilkes-Barre Area School District Board of Directors.

At this time Mr. Latinski expressed his gratitude to all those individuals he has had the pleasure of working with during his tenure as a Member of the Board of Directors of the Wilkes-Barre Area School District.

Communications from Solicitor

Attorney Wendolowski requested a motion from the Board to retain Pat Noone, MAI to provide appraisal services for the District in regard to an ongoing tax appeal for the Lord & Taylor warehouse at an estimated fee of \$5,000.00.

Ms. Evans motioned, seconded by Miss Katsock, to retain Pat Noone, MAI to provide appraisal services for the District in regard to an ongoing tax appeal for the Lord & Taylor warehouse at an estimated fee of \$5,000.00. The vote was as follows:

7 Ayes: Elmy, Evans, Galella, Katsock, Latinski, Susek, Quinn

Attorney Wendolowski requested a motion to approve a Special Education Settlement between Wilkes-Barre Area School District and parent/legal guardian LT and student SR.

Ms. Evans motioned, seconded by Miss Katsock, to approve a Special Education Settlement between Wilkes-Barre Area School District and parent/legal guardian LT and student SR. The vote was as follows:

7 Ayes: Elmy, Evans, Galella, Katsock, Latinski, Susek, Quinn

Attorney Wendolowski expressed his gratitude for all the support he received from Miss Evans and Mr. Latinski during their time on the Board and noted that it has been his pleasure to work with them.

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Board Secretary Report

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

December – 2013

Reorganization Meeting

Tuesday, December 3, 2013 – 6:00 PM

Committee Meeting

Monday, December 9, 2013 – 5:30 PM

Regular Board Meeting

Monday, December 9, 2013 – 6:30 PM

Ms. Evans moved to adjourn the Meeting.

President Quinn adjourned the Meeting at 7:43 PM.