

MINUTES
REGULAR BOARD MEETING – September 23, 2024

Board President Joseph Caffrey called the meeting to order at 6:35 p.m.

Superintendent Costello led the Pledge of Allegiance.

Board Secretary Thomas F. Telesz called the roll.

7 Members Present: Atherton, Faust, Harris, Susek, Thomas, Walker, Caffrey

President Caffrey – The chair wishes to announce the Board held an Executive Session prior to the Regular Board Meeting of September 23, 2024. The subjects discussed in the Executive Session related solely to matters of employee relations, labor negotiations, and/or threatened or actual litigation.

Motion to approve the meeting minutes from the Regular Board meetings on August 5, 2024 and dispense with the reading of those minutes.

Motion by **Ms. Thomas** seconded by **Ms. Harris** to approve the **Regular Meeting minutes of August 5, 2024.**

The vote was as follows:

7 Members Present: Atherton, Faust, Harris, Susek, Thomas, Walker, Caffrey

SUPERINTENDENT REPORT

Dr. Costello shared that the district has 700 new enrollments. Last year, at this time, there were approximately 1,000 new enrollments. Additional funding has allowed the district to prepare for this growth by adding additional teachers and instructional coaches.

DISTRICT ENGINEER REPORT

Mr. Krzywicki

Admin Building:

Continue to address **work requests as they are received**

Dan Flood Elementary:

Completed replacement of ceiling grid & tile

Continued installation of LED lighting fixtures

Prep classrooms for unit ventilator replacement in October

Dodson Elementary:

Completed paving parking lot

Completed installation of additional power receptacles for food service

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GAR Middle School:

Completed paving in courtyard
Completed replacement of ceiling grid & tile
Completed installation of new ATC control wiring & thermostats
Completed installation of new HVAC system
Continued installation of boilers

Heights Murray Elementary:

Completed repairs to underground sewer piping in kitchen
Completed replacement of ceiling grid & tile
Completed installation of LED lighting fixtures

Kistler Elementary:

Completed installation of new ATC control wiring & thermostats
Completed duct cleaning
Completed installation of new HVAC units
Completed asphalt paving, concrete curbs, & sidewalks

Mackin Elementary:

Continued to address work requests as they are received
Facilities Management Report

Solomon Complex:

Completed replacement of rooftop HVAC units
Continued to investigate elevator communication issue with monitoring station

W-B High School:

Completed filter change on HVAC units
Completed tennis courts
Completed dugouts, sidewalks & curb for baseball field
Continued installation of fence for baseball field
Commenced installation of turf for baseball field

General:

Continued annual testing & inspection of emergency lighting systems
Continued annual inspection & testing of fire alarm systems

Ms. Thomas inquired when GAR's carpeting will be removed. **Mr. Krzywicki** replied during phase 2 over next summer. **Ms. Thomas** also inquired about work at Dodson. **Mr. Krzywicki** explained that the work was nothing major.

Mr Krzywicki shared that while none of the projects are 100% complete, he is comfortable with the progress. The boilers, except one unit at Kistler, should be up and running by October 1st.

Mr. Faust and Mr. Caffrey expressed their pride in the work that is being done.

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Mrs. Harris inquired about the procedure for requesting more desks and seating for large classrooms. **Dr. Costello** explained no classrooms should be over 25. He further explained that there is enough seating in the high school cafeteria. Students must be told to fill empty seats. New furniture would need to be bid out for the elementary schools. New cafeteria tables have been ordered for elementary schools. We will eventually need to look at additional classrooms in our elementary and middle schools. The situation will need to be monitored.

OLD BUSINESS

Mr. Faust thanked those who attended the governor's announcement on the increase in funding on apprenticeship and vo-tech.

Ms. Thomas shared that she received a tremendous response about the 100th anniversary of GAR.

Mr. Caffrey commended all those who helped bring Community Day together.

COMMUNICATIONS FROM CITIZENS

Darlene Reilley, a teacher, reviewed her credentials and qualifications for an administrative position within the district and expressed her frustration at not being considered for a position.

Dr. Costello shared that he would discuss her situation privately with her and explained the administration procedures when recommending administrative positions to the board. **Ms. Harris** acknowledged her qualifications and was unaware of how often she applied for positions.

Bridget Fitzsimmons, a parent, expressed her frustration with the lack of communication concerning the school schedule, specifically half days and delays. The group discussed possible solutions. Dr. Costello will discuss the situation with the principals.

LUZERNE INTERMEDIATE UNIT #18

Ms. Thomas – The next meeting is Wednesday, the 25th.

WILKES-BARRE AREA CAREER AND TECHNICAL CENTER

Ms. Harris shared that he toured the 9th grade program at Dodson. 261 students are enrolled with 9 different instructors. Students will experience 16 different careers. At the end of the school year, students will have a number of certifications. Virtual and simulated trainings will be offered.

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CURRICULUM/ADMINISTRATION COMMITTEE

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 the graduation date on the 2024-2025 School Calendar be amended from June 6, 2024 to June 4, 2025.
2. That approval be given to the Settlement Agreement and Release between the District and the parents/legal guardians of the student RP.
3. That approval be given to enter into the transportation agreement between the Western Pennsylvania School for the Deaf and the Wilkes-Barre Area School District for the 2024-2025 school year at a cost of \$8,500.00 per student. **“Exhibit A”**
4. That approval be given to enter into the transportation agreement between SHINE of Luzerne County and STA Student Transportation INC. and the Wilkes-Barre Area School District for the SHINE After School Program at a cost of \$93 per run effective September 17, 2024, through July 31, 2025. **“Exhibit B”**
5. That approval be given to the Authorization for Services between Step By Step, Inc. and the Wilkes-Barre Area School District for transitional services at the cost listed in the authorization. **“Exhibit C”**
6. That approval be given to enter into an agreement between the Western Pennsylvania School for the Deaf for the 2024-2025 school year for 1:1 PCA services at a cost of \$59,940.00. **“Exhibit D”**
7. That approval be given to ratify the agreement between Keystone/Red Rock Job Corps and the Wilkes-Barre Area School District to expand the education and training options and opportunities available to students. **“Exhibit E”**
8. That approval be give to ratify the Sharing Agreement between Wilkes University - SHINE Program and the Wilkes-Barre Area School District for a period of 12 months effective September 1, 2024. **“Exhibit F”**

Motion by **Ms. Thomas**, second by **Ms. Owens**

The vote was as follows:

7 Ayes: : Atherton, Faust, Harris, Susek, Thomas, Walker, Caffrey

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BUDGET FINANCE/MATERIALS & SUPPLIES/CONTRACTED SERVICES COMMITTEE

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

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

A. ADMINISTRATIVE

1. That approval be given to the Treasurer's Reports for July 2024. **"Exhibit G"**
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	The Brewer-Garrett Company	GAR/Kistler ESCO	Federal	APP 13 B	\$ 5,235,071.00
A2.2	The Brewer-Garrett Company	Flood/Heights ESCO	Capital Reserve	APP 3	\$1,783,609.00
A2.3	Keystone Sports Construction	Baseball/Tennis	Capital Reserve	002	\$ 1,454,493.33
A2.4	Keystone Sports Construction	Baseball/Tennis	Capital Reserve	003	\$ 1,454,493.25
A2.5	McClure Company	Solomon Plains ESCO	Capital Reserve	APP 12	\$512,160.06

3. After reviewing the bids, Kurtz Brothers will be awarded the purchase of new/replacement cafeteria tables at Heights Murray, Daniel Flood, Kistler, Solomon Plains Elementary, and GAR MS at a total cost of \$260,396.16.
4. That the cost of the purchase of student desk storage book boxes from Dodson Elementary School @ Macking from Stone Office Inc. approved at the August meeting be amended to \$3,090.92.
5. That approval be given to contribute \$10,000.00 to the Osterhout Free Library for the 2024-2025 school year.

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B. FEDERAL

That in accordance with the authority of the Board, the following Federal Fund AP Checks #3390 to #3417; Federal Fund Wire Transfers #202400502 to #202400520 which were drawn for payment since the last regular Board meeting of the Board of Education held on August 5, 2024.

C. GENERAL FUND/FOOD SERVICE

That in accordance with the authority of the Board, the following General Fund Checks #63354 to #63430 and General Fund Wire Transfers #202412381 to #202300413 and Food Service Checks #3982 to #3986 which were drawn for payment since the last regular Board meeting of the Board of Education held on August 5, 2024 be approved.

D. GENERAL FUND

That checks #63431 to #63604 listed on the following pages, which have been inspected, be approved and that order be drawn for the respective amounts set down opposite the names of persons or firms.

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E. CONTRACTED SERVICES

1. That approval be given to enter into an Agreement for Participation in the School Nutrition Program between the Wilkes-Barre Area School District and the Luzerne County Head Start, Inc. for the 2024-2025 school year. **“Exhibit H”**
2. That approval be given to engage the services of BerkOne to manage the processing, printing, and mailing of the “Homestead/Farmstead Act-1 Application” as required by the taxpayer Relief Act 1 of Special Section 1 of 2006. The cost of these services is \$0.4456 per application, plus postage. **“Exhibit I”**
3. That approval be given to Change Order #2 for Brewer Garret, GAR Project in the amount of \$74,821.00. The Change Order consists of the following:

Demo existing, furnish, and install new railing at the gym and main entrance at GAR. Railings are to be 1-1/2” schedule 40 aluminum railing powder	\$81,230.00
Coated per the school district’s color selection. Existing railings to be ground down and patched with new holes being core drilled next to the existing.	
Furnish and install a new VAV in the library	\$14,600.00
Furnish and install all materials required to build a new wall in library	\$13,991.00
Abatement Credit for Kistler	(\$35,000.00)

4. That approval be given to ratify the agreement between PenTeleData and the Wilkes-Barre Area School District for WAG Area Network Connection for the new Central Administration Office from August 13, 2024, to June 30, 2027, at a recurring monthly cost of \$930.00.
“Exhibit J”
5. That approval be given to ratify the appointment of Martin Flaherty, Controller, as Trustee and Frank Castano, Director of Human Resources, as Alternate Trustee to the Northeast Pennsylvania School Districts Health Trust for the 2024-2025 school year.

Motion by **Rev. Walker**, second by **Ms. Thomas**

The vote was as follows:

7 Ayes: Atherton, Faust, Harris, Susek, Thomas, Walker, Caffrey

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ATHLETICS

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

The Athletic Committee respectfully makes the following report and recommendation:

1. That approval be given to contribute \$7,500.00 to the Township of Plains for the use of the following athletic fields: Hilldale Baseball Field, Fields at the Plains Municipal Park including the baseball field in the Pit and Tennis Courts.

Motion by **Mr. Atherton**, second by **Mr. Faust**

The vote was as follows:

7 Ayes: Atherton, Faust, Harris, Susek, Thomas, Walker, Caffrey

Rev Walker brought \$52 million in the Capital Expenditure Fund to the group's attention. He thanked Mr. Tom Telesz and Dr. Brian Costello for their diligence in making this happen. The fund allows the district to be proactive in maintaining district schools.

TRANSPORTATION

Ms. Thomas shared that the committee recently met and there were no issues.

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BUILDING MAINTENANCE

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

The Building Maintenance Committee respectfully makes the following report and recommendation:

2. That approval to purchase an Exmark Lazer Z E-Series 25 HP Kohler CV742 Command Pro 60" deck riding mower from Brian Konopinski, Inc. at a cost of \$10,178.00. **"Exhibit K"**
3. That approval be given to accept the proposal from General Roofing Systems, Inc. to repair ductwork at Dan Flood Elementary School as listed in the exhibit at a cost of \$11,500.00. **"Exhibit L"**
4. That approval be given to accept the quote from Sterling Glass, Inc. to purchase and install an Exterior single aluminum storefront entrance door with side lite for the new Central Registration Office at a total cost of \$5,525.00. **"Exhibit M"**
5. That approval be given to ratify the proposal from B&B Signs to purchase and install the acrylic panels and LED lighting on the sign at the new Central Registration Building at a cost of \$845.00. **"Exhibit N"**
6. That approval be given to ratify Stell Enterprises Inc.'s acceptance of the proposal to excavate and blacktop the driveways at the new Central Administration Office at a cost of \$11,700.00. **"Exhibit O"**
7. That approval be given to ratify the proposal from Geen Valley Landscaping, Inc. for landscaping renovations at the new Central Registration Office at a cost of \$7,890.00. **"Exhibit P"**

Motion by **Mr. Faust** seconded by **Ms. Thomas**

The vote was as follows:

7 Ayes: Atherton, Faust, Harris, Susek, Thomas, Walker, Caffrey

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FACILITIES TRANSITION

Ms. Thomas shared that the committee recently met. At the meeting, they discussed whether or not Mount Zion Church is still interested in acquiring the Stanton Street field.

STUDENT WELLNESS

No report

POLICY

No report

Mr. Caffrey shared that he received positive feedback about the cell phone policy. Ms. Thomas added that she received positive feedback about the dress code.

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Motion to add the addendum to the agenda

Motion by **Mr. Faust**, second by **Mr. Atherton**

The vote was as follows:

7 Ayes: : Atherton, Faust, Harris, Susek, Thomas, Walker, Caffrey

PERSONNEL COMMITTEE

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

The Personnel Committee respectfully submits the following report and recommendations.

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

A. Agreement

1. That approval be given to the MOU between the Wilkes-Barre Area School District and Wilkes-Barre Area Secretaries & Associates Educational Support Personnel Association. **“EXHIBIT Q”**

B. Act 93

1. That the resignation of **Sean McLaughlin** be accepted effective September 13, 2024.
2. That ~~**Erik Drake** be appointed as a Middle School Principal for the 2024-2025 School Year with a salary in accordance with the Act 93 agreement.~~ **Tabled**
3. That **Jaclyn Selepak Walsh** be appointed as an Assistant Principal for the 2024-2025 School Year with a salary in accordance with the Act 93 agreement.

C. Professionals

1. That the retirement of **Joyce Strubeck** be accepted effective the last day of the 2023-2024 School Year.
2. That **Christine Hayward’s** request for a sabbatical for the 1st Semester of the 2024-2025 school year be approved.

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3. That **Beth Gagliardi** request for a sabbatical for the 2024-2025 school year be approved.
4. That the resignation of **Jennifer Welgosh** be accepted effective August 28, 2024.
5. That the resignation of **David Cooper** be accepted.
6. That the resignation of **Avery Zdancewicz** be accepted.
7. That the resignation of **Caitlin Evans** be accepted.
8. That the resignation of **Michael Hiscox** be accepted.
9. That the resignation of **Sydney Ralston** be accepted.
10. That **Dakota Zyskowski** be appointed a Long-Term Substitute Special Education Teacher for the 2024-2025 school year.
11. That **Donald Hopkins** be appointed a Long-Term Substitute Special Education Teacher for the 2024-2025 school year.
12. That **Matthew Fazio** be appointed a Long-Term Substitute 4-8 Grade Teacher for the 2024-2025 school year.
13. That **Gabrielle Lakkis** be appointed a Long-Term Substitute Elementary Teacher for the 1st Semester of the 2024-2025 school year.
14. That **Catherine Templeton** be appointed as a temporary professional employee as an Elementary Teacher effective the first day of the 2024-2025 school year.
15. That **Amanda Butch** be appointed a professional employee as an Elementary Teacher effective the first day of the 2024-2025 school year.
16. That **Mary Isaacs** be appointed a Long-Term Substitute Special Education Teacher for the 2024-2025 school year.
17. That **Bethany Taylor** be appointed a Long-Term Substitute Special Education Teacher for the 2024-2025 school year.
18. That **Chelsea Margallis** be appointed as a temporary professional employee as an Elementary Teacher effective the first day of the 2024-2025 school year.

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19. That **Jennifer Kurkoski** be appointed a Long-Term Substitute Elementary Teacher for the 2024-2025 school year.
20. That **Bethany Weiss** be appointed a Long-Term Substitute Art Teacher for the 2024-2025 school year.
21. That **Sean Myers** be appointed a Long-Term Substitute Art Teacher for the 2024-2025 school year.
22. That **Tori Prutzman** be appointed a Long-Term Substitute Elementary Teacher for the 2024-2025 school year.
23. That **Nicole Berlew** be appointed a Long-Term Substitute Biology Teacher for the 2024-2025 school year.
24. That **John Hopkins** be appointed a professional employee as a Science Teacher effective the first day of the 2024-2025 school year.
25. That **Rania Neddoff** be appointed a Long-Term Substitute Elementary Teacher for the 1st Semester of the 2024-2025 school year.
26. That **Nicole Andrukaitis** be appointed a Long-Term Substitute Elementary Teacher for the 2024-2025 school year.
27. That **Christina Calarco** be appointed a Long-Term Substitute Elementary Teacher for the 2024-2025 school year.
28. That **Cierra Plesnar** be appointed a Long-Term Substitute Special Education Teacher effective September 19, 2024.
29. That _____ be appointed as a temporary professional employee as a School Psychologist. **Tabled**

D. Secretaries & Teachers' Associates

1. The Board agrees to waive **Sonya Brzowski's** three month written notification as stated in the WBA Secretaries & Associates Educational Support Personnel Association agreement. The Board further agrees to accept Sonya's retirement effective October 4, 2024.
2. The Board agrees to waive **Joni Hooker's** three month written notification as stated in the WBA Secretaries & Associates Educational Support Personnel

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Association agreement. The Board further agrees to accept Joni's retirement effective September 24, 2024.

3. That the resignation of **Judy Rosengrant** be accepted.
4. That the resignation of **Courtney Wender** be accepted.
5. That the resignation of **Melinda Gillow** be accepted.
6. That the resignation of **Theresa Taylor** be accepted.
7. That **Jean White's** request for unpaid leave for September 20, 2024 through October 11, 2024 be accepted.
8. That **Jamil Williams** be appointed a Full Time Paraprofessional/PCA(s) 32.5 hours per week.
9. That **Shamar Moss** be appointed a Full Time Paraprofessional/PCA(s) 32.5 hours per week.
10. That **Laura Buckman** be appointed a Full Time Paraprofessional/PCA(s) 32.5 hours per week.
11. That **Leidy Marte Bueno** be appointed a Full Time Paraprofessional/PCA(s) 32.5 hours per week.
12. That **Jaclyn Froelick** be appointed a Full Time Paraprofessional/PCA(s) 32.5 hours per week.
13. That **Erica Rey** be appointed a Long Term Substitute Full Time Paraprofessional/PCA(s) 32.5 hours per week up to 90 days.
14. That **Gale Winder** be appointed Part Time Teacher's Associate (Paraprofessional/PCA) 20 hours per week.
15. That **Jayne Dohman** be appointed Part Time Teacher's Associate (Paraprofessional/PCA) 20 hours per week.
16. That **Mitchell Gleco** be appointed Part Time Teacher's Associate (Paraprofessional/PCA) 20 hours per week.

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17. That **Emily Mosley** be appointed Part Time Teacher's Associate (Paraprofessional/PCA) 20 hours per week.
18. That **Jean White** be appointed Part Time Teacher's Associate (Paraprofessional/PCA) 20 hours per week.
19. That **Jessica Barrientos** be appointed Part Time Teacher's Associate (Paraprofessional/PCA) 20 hours per week.
20. That **Jean Checefsky** be appointed Part Time Teacher's Associate (Paraprofessional/PCA) 20 hours per week.
21. That **Amanda Colonna** be appointed Part Time Teacher's Associate (Paraprofessional/PCA) 20 hours per week.
22. That **Mary Gregor** be appointed Part Time Teacher's Associate (Paraprofessional/PCA) 20 hours per week.
23. That **Ernestine Hunter** be appointed Part Time Teacher's Associate (Paraprofessional/PCA) 20 hours per week.
24. That **Michaela Minnick** be appointed Part Time Teacher's Associate (Paraprofessional/PCA) 20 hours per week.
25. That **Mirna Fermin** be appointed Part Time Teacher's Associate (Paraprofessional/PCA) 20 hours per week.
26. That **Claude Holliman** be appointed Part Time Teacher's Associate (Paraprofessional/PCA) 20 hours per week.
27. That **Jessica Muniz** be appointed Part Time Teacher's Associate (Paraprofessional/PCA) 20 hours per week.
28. That **Jaqueline Tapia** be appointed Part Time Teacher's Associate (Paraprofessional/PCA) 20 hours per week.
29. That **Lisa Majikes** be appointed Licensed Practical Nurse (LPN) supplemental staff.

E. Custodians, Maintenance and Housekeepers

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1. That **James Apolinaro** request for unpaid leave for August 19, 2024 through August 23, 2024 be accepted. In addition, his retirement, be accepted effective September 20, 2024.
2. That **Dave Oldziejewski's** request for unpaid leave for August 30, 2024 be accepted.
3. That **Kenyai Dickers'** request for unpaid leave for September 23, 2024 through September 27, 2024 be accepted.
4. That the resignation of **Ryan Redwood** be accepted.
5. That the resignation of **Althea Brown** be accepted.
6. That **Adam Ostrowski** request for unpaid leave for August 21, 2024 through August 23, 2024 and September 1, 2024 through September 16, 2024 be accepted.
7. That **James Wilson** be appointed a Grade I Custodian effective September 23, 2024.
8. That **Cory Blakeslee** be appointed a Grade I Custodian.
9. That **Frank Billig** be appointed a Part Time Custodian.
10. That **Matilde Casilla Martinez** as be appointed a Part Time Custodian.

F. Crossing Guards

1. That **John Conway** be appointed a Full Time Crossing Guard.
2. That **Kathleen Giberson** be appointed a Full Time Crossing Guard.
3. That **Paul Thomas** be appointed a Full Time Crossing Guard.

G. Athletics

1. 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.

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Girls Tennis Varsity Head Coach	James Geiger
Girls Tennis Varsity Assistant Coach	Aaralyn Mbaye
Volunteer Girls Soccer Junior High Coach	Logan Davison
Football Junior High Assistant Coach (1/2 pay)	Tim Luton
Football Junior High Assistant Coach (1/2 pay)	Kyle Evans
Boys Varsity Soccer Assistant Coach	Patrick Nolan
Boys Varsity Soccer Assistant Coach	Josh Anstett
Football Volunteer Assistant Coach	Wallace Gregor

ADDENDUM

A. Athletics

1. 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.

Boys Wrestling Associate Head Coach	James Costello
Boys Wrestling Assistant Coach	Michael Brown

That the board agrees to reappoint all other current Winter Sports Coaches.

Motion by **Dr. Susek** seconded by **Mr. Atherton**

The vote was as follows:

7 Ayes: Atherton, Faust, Harris, Susek, Thomas, Walker, Caffrey

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Motion to adjourn by Dr. Susek, second by Ms. Harris.

The vote was as follows:

7 Ayes: Mr. Atherton, Mr. Breese, Mr. Faust, Ms. Harris, Dr. Susek, Ms. Thomas, Mr. Caffrey

Meeting adjourned at 7:33.

Respectfully submitted,

Tom Telesz
Board Secretary