

Wilkes-Barre Area School District

730 SOUTH MAIN STREET

WILKES-BARRE, PENNSYLVANIA 18711-0375

SUPERINTENDENT: (570) 826-7111 EXT. 1148 FAX: (570) 819-5010

BOARD SECRETARY: (570) 826-7111 EXT.1162 FAX: (570) 819-5011



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Dear Wilkes-Barre Area School District volunteer, employee, and contractor,

This past March you should have received a letter from the WBASD Human Resources Department making you aware of some changes to the background check requirements as a result of Act 153 of 2014. Once again, there are a few **additional** changes due to Act 15, which was effective on July 1, 2015. As you are aware Act 153 of 2014 requires that all school volunteers, employees, and contractors who have direct contact with children to obtain new clearances; child abuse history clearance and state and federal criminal history clearances. Previously clearances were required to be updated every 36 months - that has been extended to every **60 months (5years)**.

New volunteers are required to have clearances before they have direct contact with children. The **updated** volunteer definition for direct contact with children is... "The care supervision, guidance, or control of children and routine interaction with children." Effective **July 1, 2016**, (this is a change from the former deadline of July 1, 2015), all existing volunteers who do not already have clearances, and those volunteers with clearances that will be more than five years old, must obtain new clearances.

New employees and contractors are required to have clearances before they start employment and have direct contact with children. The employee and contractor definition of direct contact with children **remains**... "The possibility of care, supervision, guidance or control, or routine interaction with children." Since all employees and contractors could potentially have direct contact with children, the WBASD is requiring that all obtain clearances. This includes ticket takers, scorekeepers, etc.

All current employees and contractors with clearances older than five years as of December 31, 2014, must get new ones no later than **December 31, 2015**. Current clearances that are less than five years old will expire on the fifth year anniversary, and those employees will need to get them before that anniversary, even if that means earlier than December 31, 2015.

All employees and contractors must receive Mandated & Permissive Reporting Training (Act 126/Act 31) for 3 hours every 5 years. This training must be completed **immediately**.

For your convenience clearance information and Act 126/Act 31 Mandated & Permissive Reporting Training is provided on the Human Resources Department Web page:

[CLICK FOR LINK](#)

Notice of Non-Discrimination

The Wilkes-Barre Area School District does not discriminate on the basis of race, color, national origin, sex, disability, or age in its programs and activities and provides equal access to the Boy Scouts and other designated youth groups. The following person has been designated to handle inquiries regarding the non-discrimination policies:
The Wilkes-Barre Area School District Superintendent, 730 South Main Street, Wilkes-Barre, PA 18711-0375, 570-826-7111

The Human Resources Department is suggesting that you begin the process to obtain new clearances well before the due dates; furthermore we suggest any employee not hired within the last three to four years begin the process to obtain new clearances immediately as to not jeopardize your employment status. You may experience delays in obtaining clearances due to the large volume of people that will be applying on the state and federal systems.

If you have any question please contact Lana Chukonis at 570-826-7111 ext. 1170.

Sincerely,

A handwritten signature in dark ink, appearing to read "Frank J. Castano", with a long horizontal flourish extending to the right.

Frank J. Castano
Director of Human Resources
Wilkes-Barre Area School District