

**SUMMARY OF MINUTES
Regular Board Meeting
February 10, 2020**

Board President Joseph A. Caffrey called the meeting to order at 6:31 p.m.

Superintendent Brian J. Costello led the Pledge of Allegiance to the Flag.

A moment of silence was held in remembrance of Jill Wuycik, a teacher that recently passed away.

Board Secretary Thomas F. Telesz called the roll

8 Members Present: Evans, Harris, Patla, Quinn, Schiowitz, Thomas, Walker, Caffrey

1 Member Absent: Atherton

President Caffrey began the meeting:

- The Chair wishes to announce that the Board held an Executive Session prior to the Regular Board Meeting of February 10, 2020.
The subjects discussed in Executive Session related solely to matter of employee relations, labor negotiations, and/or threatened or actual litigation.
- Motion to approve the minutes of the Regular Board Meeting of January 22, 2020 and dispense with the reading of those minutes.

Ms. Thomas moved, seconded by Ms. Patla to adopt the above-mentioned Minutes. The vote was as follows:

8 Ayes: Evans, Harris, Patla, Quinn, Schiowitz, Thomas, Walker, Caffrey

President Caffrey presented Mr. Ron Bidwell a Commendation Award for his heroic efforts in performing the Heimlich maneuver on a child that was choking during lunch at Solomon/Plains Jr. High School.

Treasurer's Report:

Thomas F. Telesz, Business Administrator/Board Secretary, presented the Treasurer's Report ending December 31, 2019.

**WILKES-BARE AREA SCHOOL DISTRICT
CASH ACCOUNT BALANCES
MONTH ENDING DECEMBER 31, 2019**

GENERAL FUND

	\$	
1 GENERAL FUND CHECKING - FNCB	(431,100.28)	
2 GENERAL FUND CASH CONCENTRATION - FNCB		46,382,073.09
3 FEDERAL PROGRAMS - FNCB		2,306,442.23
4 FEDERAL PROGRAMS CHAPTER 1 -FNCB		5,872.64
5 FNB BANK		457,579.14
6 FNB BANK		76,267.63
7 JANNEY MONTGOMERY SCOTT		1,751,985.98
8 PNC BANK		392,625.66
9 LPL FINANCIAL		832,810.58
10 EARNED INCOME TAX ACCOUNT-FNCB		9,682.01
11 COMMONWEALTH INVESTMENT #1		12,251.98
12 REAL ESTATE TAX ACCOUNT - FNCB		-
13 LANDMARK CD		477,733.41
14 PLGIT EIT		858,243.63
15 ATHLETIC FUND-FNB BANK		239,236.29

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16	PAYROLL CHECKING-FNCB		2,006,931.85
17	PAYROLL CLEARING -FNCB		-

TOTAL GENERAL FUND	\$	55,378,635.84
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CAPITAL PROJECTS FUNDS

18	2016 CAPITAL PROJECTS CASH CONCENTRATION-FNCB	\$	(19,782.63)
19	PNC BANK INVESTMENT		2,099,200.64
20	2019 BOND ISSUE		117,585,739.01
21	PLGIT CASH RESERVE		1,796,677.91
22	FNCB 2019 CAPITAL PROJECTS		9,437.27

TOTAL CAPITAL PROJECTS FUNDS	\$	121,471,272.20
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FIDUCIARY FUNDS - TRUST AND AGENCY

TRUST FUNDS:

23	WHOLE LIFE GROUP TRUST-CITIZENS BANK	\$	108,378.10
24	COMMONWEALTH INVESTMENTS WHOLE LIFE		352,012.24

AGENCY FUNDS:

25	ELEMENTARY ACTIVITY FUND-Landmark BANK		157,939.66
26	SECONDARY ACTIVITY FUND-Landmark BANK		339,391.48

TOTAL FIDUCIARY - TRUST AND AGENCY FUNDS	\$	957,721.48
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PROPRIETARY FUND - FOOD SERVICE

27	FOOD SERVICE CHECKING ACCOUNT-Landmark Bank	\$	2,779,652.76
			.
TOTAL PROPRIETARY FUND - FOOD SERVICE	\$	2,779,652.76	

DEBT SERVICE FUND

28	COMMONWEALTH INVESTMENTS DEBT SERVICE	\$	9,806.82
TOTAL DEBT SERVICE FUND	\$	9,806.82	

Rev. Walker moved, seconded by Ms. Thomas to adopt the Treasurer's Report ending on December 31, 2020.

The vote was as follows:

8 Ayes: Evans, Harris, Patla, Quinn, Schiowitz, Thomas, Walker, Caffrey

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Old Business

Ms. Thomas asked about the current situation regarding Citizen's Bank and transferring those funds to another bank.

Mr. Telesz responded – I have looked at the other banks where we currently have accounts and FNB would offer the higher interest rate.

Motion by Ms. Thomas seconded by Ms. Patla to close the Citizen's Bank account and transfer those funds to a new FNB account.

On the question:

Rev. Walker – Will there be any financial repercussions pulling these monies from this account?

Mr. Telesz responded – No

The vote was as follows:

8 Ayes: Evans, Harris, Patla, Quinn, Schiowitz, Thomas, Walker, Caffrey

Report of the Superintendent:

At this time, I want to touch base on two things. First is I will be available for coffee with the Superintendent on February 18 at 8:00 a.m. at David's Place located on New Market Street.

I would also like to address the lead and asbestos issues that have been developing in some local school districts. Every six months we have someone come in and monitor and update that report. Along with that, every year there is a company that comes through and completes a report of their findings. In 2016, we tested the water in every building for lead and will continue to do testing.

Communications from Citizens:

These citizens addressed the Board regarding the following:

Cecelia Williams:

- Registered an objection regarding the public comment portion of the meetings and why the list to sign in to speak is pulled 5 minutes prior to the meeting.
- Requests more information on the sale of W-B Twp Jr. High School to Wilkes-Barre Twp.

Richard Holodick:

- Requested the District look into a different system for the microphones.
- Requested the Board tables be set up in a straight line rather than the "U" shape.
- Discussed the cost of the demolition of Meyers High School and the possible further uses for that building.
- Is the present coal ash on the property a "beneficial" coal ash?
Atty. Wendolowski responded: Pagnotti sold coal material on the site for co-generation use. Part of the process is that the bottom ash needs to be returned to the source and capped accordingly under the auspices of DEP. There is no coal ash in any area under the building footprint.

Sam Troy:

- Board lacks transparency
- What is the final cost of the track at the new field?
Atty. Wendolowski responded the vote tonight is for the architects to design the field so Bid packages can be prepared and sent out.

APOLLO REPORT

Mike Kryzwicki – District Maintenance: Elevator repairs at Heights-Murray Elementary are expected to commence on February 17 with an approximate duration of 10 days. We recommend the District maintenance staff be directed to remove leaves and hose down portions of the Dan Flood Elementary roof so that Apollo can inspect the roof membrane for possible leaks above the restroom in the northern most corner of building. We also recommend that District maintenance staff be utilized to perform repairs to gutters and downspouts at GAR High

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School, along with cleaning of bird droppings. **E.L. Meyers Monitoring Structure/Walkway/Tunnels:** On February 6, Apollo and TGL Engineering performed a monthly inspection of the areas where settlement was previously observed. No major movement has been detected. No major movement has been detected since the last inspection. **New High School:** The Sitework Contractor has continued installation of pipe connections from roof drain piping and perimeter drains to catch basins. Building Shell Contractor has completed installation of footings and foundation walls, and continued install of foundation dampproofing, foundation insulation, perimeter drain, backfill, CMU walls, steel beams & lintels, door frames, floor slabs, bar joists and metal roof deck, wood blocking, roof insulation, and EPDM membrane. The Plumbing Contractor has continued installation of underground sanitary piping, storm water piping, and cleanouts, above ground sanitary piping, roof drain piping, sanitary piping, domestic water piping, and associated hangers. The Electrical Contractor has continued installation of conduit and boxes under slab and in masonry walls, installation of site lighting foundations, conduit and conductors, medium voltage duct bank to kitchen, temporary lighting inside building and temporary power inside building. HVAC Contractor has continued installation of roof curbs, duct hangers and ductwork, fabrication of ductwork, preparation of 3D coordination drawings, and performing clash detection with other trades.

LUZERNE INTERMEDIATE UNIT #18

Ms. Thomas – Next meeting will be February 19, 2020 at 6:30 p.m.

WILKES-BARRE AREA CAREER AND TECHNICAL CENTER

Mr. Quinn – Next meeting will be March 17, 2020.

CURRICULUM COMMITTEE REPORT – Next meeting will be Friday, February 14, 2020 at 11:00 a.m.

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

1. That approval be given to enter into an agreement with Totally Sense-Sational, LLC, 2 Sentry Parkway East, Suite 110, Blue Bell, PA to provide services as an independent Occupational Therapy Mini-Evaluation for our student LM at a cost not to exceed \$750.00.
2. That approval be given to enter into an agreement with FUNctional Connections, LLC, 448 Patla Road, Sweet Valley, PA, to provide ABA based services beginning January 21, 2020 through June 5, 2020 at costs not to exceed rates provided. **"EXHIBIT A"**
3. That approval be given to enter into an agreement with Maritza Carrero to provide transportation to and from school for her grandson at the mileage rate of \$.45 per mile.

Mr. Evans moved, seconded by Ms. Thomas to adopt this report. The vote was as follows:

8 Ayes: Evans, Geiger, Patla, Quinn, Susek, Thomas, Walker, Caffrey

BUDGET FINANCE/MATERIALS & SUPPLIES and CONTRACTED SERVICES COMMITTEE REPORT

Rev. Walker presented the following report and recommendations for the Board's approval:

A. Administrative

1. Capital Projects

That approval be given to pay the following invoices:

Apollo Group, Inc.	Heights-Murray Elevator Repair	Capital Projects	AGI-19031-WBASD – PR 3	\$135.20
Apollo Group, Inc.	New High School Project	Capital Projects	App. No. 31	\$59,532.95
Geo-Science Engineering & Testing	New High School Project	Capital Projects	Inv. # 018135R	\$27,483.40

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Benell, Inc.	New High School Project	Capital Projects	App. No. 8	\$116,107.38
Everon Electrical Contractors, Inc.	New High School Project	Capital Projects	App. No. 8	\$187,807.50
Quandel Construction Group, Inc.	New High School Project	Capital Projects	App. No. 9	\$1,486,832.29
Scranton Sheet Metal, Inc.	New High School Project	Capital Projects	App. No. 8	\$113,710.50
Stell Enterprises, Inc.	New High School Project	Capital Projects	App. No. 7	\$70,911.00
TGL Engineering, Inc.	New High School Project	Capital Projects	Inv. # 23	\$12,000.00
WKL Architecture	New High School Project	Capital Projects	Inv. #25	\$10,000.00
WKL Architecture	New High School Project	Capital Projects	Nat A.S. #1	\$15,425.00
PPL	New High School Project	Capital Projects	81023249-3	\$48,628.03

2. That approval be given to contribute \$10,000.00 to the Plains Township Recreation Board for the use of the athletic fields.

B. FEDERAL

That, in accordance with the authority of the Board, the following Federal AP Checks #1964 to #1971 and January Federal Wire Transfers #201900577 to #201900583; and January Chapter 1 Wire Transfer #201900576 drawn for payment since the last regular board meeting of the Board of Education held on January 22, 2020 be approved.

C. GENERAL FUND

That, in accordance with the authority of the Board, the following General Fund Wire Transfers #201911313 to #201911343 and General Fund checks #53992 to #54033 and Food Service checks #3404 to #3413 which were drawn for payment since the regular board meeting of the Board of Education on January 22, 2020 be approved.

D. GENERAL FUND

That the checks #54034 to #54185 listed on the following pages, which have been inspected, be approved and that orders be drawn for the respective amounts set down opposite the names of persons or firms.

E. Contracted Services

1. To approve Change Order #01 for Benell, Inc. (Plumbing) in the amount of \$47,698.60. The Change Order consists of the following:

Back charge for generator fuel	-\$173.01
RFI 254 – Revised underground gas and water piping in science wing	\$47,871.61

2. To approve Change Order # 01 for Duggan & Marcon, Inc. (Drywall & Ceilings) in the amount of \$1,072.80. The Change Order consists of the following:

Increase size of soffit in Cafeteria per RFI No. 107	\$1,072.80
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3. To approve Change Order #002 for Everon Electrical Contractors, Inc. (Electrical) in the amount of \$67,884.48. The Change Order consists of the following:

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Revisions to site electrical scope per Bulletin 1, which include empty conduit to site sign and empty conduit for future power and fiber optic cable.	\$69,891.49
Back charge for generator fuel used at building pad for formwork and concrete vibrator.	-\$2,007.01

4. To approve Change Order #004 for Quandel Construction Group, Inc. (Building Shell, Elevators, Pool & General Trades) in the amount of \$58,235.92. The Change Order consists of the following:

Back Charge for phone and fax	-\$2,474.50
Back Charge for generator fuel	-\$1,350.50
Reimburse for generator fuel used by PCS before temporary power was available.	\$2,070.01
Provide (35) electric hand dryers using Unit Price No. 9	\$23,275.00
Add back in previous credit for RFI No, 171. Classroom doors installed per plans.	\$2,211.42
Delete kynar finish on roof hatches per submittal review comment.	-\$6,340.00
Additional beam and angles per submittal review comment	\$1,623.91
RFI No. 224 – double angle at gable ends of Learning Commons and Fitness Center	\$32,318.12
RFI No. 246 – furnish additional steel angle lintels for chases in classroom wings.	\$6,902.46

5. To approve Change Order #01 for Scranton Sheet Metal, Inc. (HVAC) in the amount of \$44,411.26. The Change Order consists of the following:

Back charge for generator fuel	-\$337.99
RFI 19 (Rev 1) Duct revisions at auditorium	\$44,749.25

6. To approve Change Order #03 for Stell Enterprises (Sitework) in the amount of \$7,102.40. The Change Order consists of the following:

Remove and replace additional unsuitable soil @ northern bus loop, as directed by Geotech Engineer.	\$3,521.40
RFI No. 273 – connect Natatorium foundation drain to catch basin.	\$3,171.00
Excavate and backfill (4) test pits at practice field per request from Borton Lawson.	\$410.00

7. To approve Change Order #02 for Sterling Glass, Inc. (Aluminum & Glass) in the amount of \$3,077.37. The Change Order consists of the following:

Add bulletproof transaction window at main lobby and delete door, frame & hardware @ Opening 1/100-4.	\$3,077.37
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8. To approve the following Change Orders in respect to changing the pool from 6 lanes to 8 lanes.

- a. Change Order #002 for Benell, Inc. (Plumbing) in the amount of \$26,868.37. The Change Order consists of the following:

Additional piping, fittings, pipe insulation and roof drains	\$26,868.37
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- b.. To approve Change Order #003 for Everon Electrical Contractors, Inc. (Electrical) in the amount of \$78,187.48. The Change Order consists of the following:

Additional lighting fixtures, receptacles, pipe, boxes, wire, conduit	\$78,187.48
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- c. To approve Change Order #005 for Quandel Construction Group, Inc. (Building Shell, Elevators, Pool & General Trades) in the amount of \$143,056.36. The Change Order extends the substantial completion date for work on the natatorium by 14 calendar days and consists of the following:

Expand pool from 6 to 8 lanes incl equipment & interior finishes	\$143,056.36
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- d. To approve Change Order #002 for Scranton Sheet Metal, Inc. (HVAC) in the amount of \$114,363.91. The Change Order consists of the following:

Additional duct sox, underground duct and equipment size increase	\$114,363.91
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- e. To approve Change Order #001 for Triangle Fire Protection, Inc. (Fire Protection) in the amount of \$3,960.00. The Change Order consists of the following:

Additional pipe, fittings, and sprinkler heads	\$3,960.00
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9. To approve the submission of PlanCon Part I, Interim Reporting, documents and related materials to the Pennsylvania Department of Education regarding PDE Project #3885 (New High School Project) concerning items 8a through 8e as listed above.

ADDENDUM

1. To approve the second amendment to the medical service agreement with Geisinger Clinic for the provisions of Physical Exams. The term of this agreement will be extended to January 30, 2023 at a rate of \$150.00 per hour and \$225 per football game. **“EXHIBIT G”**
2. That approval be given to enter into a contract with Borton Lawson for design services for the New High School Stadium as amended from the previous agreement (e.g. from the Solomon location to the Pagnotti location). The fee will be as follows:

Building Construction	5.9%
Site Work	6.75%
Other components including but not limited to:	2.5%
Running Track – 8 Lanes	
Synthetic Turf	
Flagpole	
Goal Posts	
Scoreboard	
Bleachers	
Stadium Lighting	
Additional Services not to exceed	\$158,000.00
(Land Development Fee)	

Rev. Walker moved, seconded by Ms. Thomas to adopt this report. The vote was as follows:

On the question: Rev. Walker – For clarification purposes we have several change orders that the Board has come to understand that they do fall under the contingency fund. Is that correct? **Response:** Yes

8 Ayes: Evans, Harris, (Voting yes with the contingency that monies also be allocated for Curriculum) Patla (A2, B, C, D) Quinn, Schiowitz (A2, B, C, D) Thomas, Walker, Caffrey

2 Nays: Patla (A1, E and Addendums), Schiowitz (A1, E, and Addendums)

ATHLETIC COMMITTEE REPORT – No report at this time.

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SAFETY/SECURITY COMMITTEE REPORT – Friday, February 14, 2020 at 10:00 a.m.

TRANSPORTATION COMMITTEE REPORT – No Report at this time. We are currently working with LCTA to assist with student and athlete transportation.

BUILDING MAINTENANCE COMMITTEE REPORT – No Report at this time.

POLICY COMMITTEE REPORT

Rev. Walker presented the following report and recommendations for the Board's approval:

1. That the following policy be amended:
 - 907 School Visitors – “**EXHIBIT B**”
2. That the following policies be adopted
 - 218.1 Weapons – “**EXHIBIT C**”
 - 218.2 Terroristic Threats – “**EXHIBIT D**”

Rev. Walker moved, seconded by Ms. Harris to adopt the report. The vote was as follows:

The vote was as follows:

8 Ayes: Evans, Harris, Patla, Quinn, Schiowitz, Thomas, Walker, Caffrey

STUDENT WELLNESS COMMITTEE REPORT – The next meeting will be Monday, February 24, 2020. Will be asking to add Yoga to the curriculum next year.

FACILITIES TRANSITION – No Report

PERSONNEL COMMITTEE REPORT

Rev. Walker presented the following report and recommendations for the Board's approval:

All appointments are made pending receipt of PDE required clearances, certifications, and any applicable pre-employment drug test.

A. Professionals

1. The following members of the professional staff, having made claim for an incentive raise under the WBAEA Agreement and having produced official transcripts listing the graduate credits earned, be granted the following effective the first day of the second semester of the 2019-20 school year.

Bachelor's + 15

Michelle Binker

Bachelor's + 30

Kathleen Prisk

Tammy Latinski

Ryan Popovitch

Master's + 9

Samantha Kischback

Master's + 18

Lauren Yanniello

Samantha Woodward

Tianna Falcone

Corey Brenner

Jason Lukachinsky

Master's + 27

Joe Rodzinak

Wendy Girmen

Mary Ann Rizzo

Michelle Gorey

Master's + 36

Brian Leighton

Tracy Stevensen

Deborah Pride

Kaitlyn Carr

Master's +45

Jennifer Parks

Master's + 54

Alissa Lukasavage

Lauren Mascioli

Wendy Anderson

Nikole Karkut

Stacy Chronowski

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2. That **Robb Sieminski's** request for a second semester sabbatical be approved.
3. That the retirement of **Helen Semanski** be accepted effective January 27, 2020.
4. That the Lacrosse Coach Memorandum of Understanding between the Wilkes-Barre Area Board of School Directors and Wilkes-Barre Area Education Association be approved. "**Exhibit E**".
5. That **Meghan Campbell** be appointed an Secondary English Long Term Substitute Teacher for the second semester 2019/20 school year effective upon completion of current assignment.
6. That **John Hopkins** be appointed a Physical Education Long Term Substitute Teacher for the second semester 2019/20 school year..
7. That **Gianna Colandrea** be appointed an Elementary Education Long Term Substitute Teacher for the second semester 2019/20 school year.

B. Secretaries & Teachers' Associates

1. That the resignation of **Latiqua Holley** be accepted.
2. That **Blake Meredith** be appointed a Part Time Teachers' Associate as a 20 hours per week Paraprofessional/PCA.
3. That **Sandra Namey** be appointed a Part Time Teachers' Associate as a Cafeteria/Locker Room Aid 22.5 hours per week.
4. That **Maureen Metzger** be appointed a Part Time Teachers' Associate as a Kindergarten Aide 25 hours per week.

C. Custodians, Housekeepers & Food Service

1. That **Mary Liberasky's** request for unpaid leave beginning on February 28, 2020 through March 13, 2020 be approved.
2. That the retirement of **Ron Okrasinski** be accepted effective March 18, 2020.

D. Security/Greeters

1. That the resignation of **Scott Kaminski** be accepted effective January 24, 2020.
2. That **Sandra Jarnot** be appointed a Substitute Security Greeter.
3. That **Shariah Dunn** be appointed a Substitute Security Greeter.

E. Crossing Guards

1. That **David Price, Sr.** be appointed a Substitute Crossing Guard.

F. Agreements

1. That the Affiliated Site Agreement Memorandum of Understanding between the Wilkes-Barre Area Board of School Directors and King's College be approved. "**Exhibit F**".

G. Miscellaneous

1. That **Sara Woznock** be appointed as a volunteer Speech and Debate Coach.

H. 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. All appointments are effective upon all PDE required clearances and documents being submitted.

Baseball

Volunteer Assistant Coach

Ronald Missal

Atty. Wendolowski requested that item F1 agreement I would recommend that the final agreement be continued upon review of the solicitor and approval of the Business Manager and Superintendent as we are in continuing negotiations between King's and Geisinger because of the supervisory aspect that is provided by Geisinger.

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Rev. Walker moved, seconded by Ms. Thomas to adopt the report. The vote was as follows:

8 Ayes: Evans, Harris, Patla, Quinn, Schiowitz, Thomas, Walker, Caffrey

Ms. Thomas presented Resolution #1

RESOLUTION

WHEREAS, the 2020-2021 proposed General Operating Budget of the **LUZERNE INTERMEDIATE UNIT** has been presented to the members of the Board of Education of the Wilkes-Barre Area School District for review; and,

WHEREAS, said budget calls for the total contribution of \$252,031.00 by withholding from member districts (this represents A \$50,000.00 decrease from the 2019-2020 budget); and

WHEREAS, Wilkes-Barre Area School District's share of the total contribution, by withholding, would be \$40,363.00 (a \$6,393.00 decrease from 2019-2020); and,

WHEREAS, actual 2018-2019 Weighted Average Daily Memberships (WADM's) are not yet available, but when available a new contribution calculation will be made; and,

WHEREAS, any recalculation of the contribution schedule is not expected to substantially modify each individual school district's share,

THEREFORE, BE IT RESOLVED, that the Board of School Directors of the Wilkes-Barre Area School District grant approval to the 2020-2021 annual budget of the Luzerne Intermediate Unit.

Wilkes-Barre, PA

February 10, 2020

8 Ayes: Evans, Harris, Patla, Quinn, Schiowitz, Thomas, Walker, Caffrey

NEW BUSINESS

Mrs. Schiowitz presented the following Proposal: I would like the Board's permission to develop an annual award to establish a Student Principal for a Day in the secondary schools. In addition, I have asked Mayor George Brown to help me develop an annual Student Mayor for a Day award. He is very excited about the plan.

This impetus will allow a worthy student a chance to see exactly the daily challenges of running a school and a city. I would coordinate this contest through the social studies curriculum. My plan involves possibly an essay contest for eligibility and then a drawing from eligible entrants. The worthy winner would shadow a principal and/or Mayor for a day. Eventually I would like this plan, if successful, to involve the upper grade elementary students. The target date would be the September 2020-2021 school year with a possible soft roll out this spring. As a caveat, the student will be recused from private and sensitive issues.

Mrs. Schiowitz moved, seconded by Mrs. Harris to approve this proposal.

All in favor: 8 Ayes

COMMUNICATION FROM SOLICITOR

There is no formal report this evening.

Motion to adjourn – Rev. Walker moved to adjourn, seconded by Ms. Patla.

President Caffrey adjourned the meeting at 7:25 p.m.