

Summary of Minutes
Regular Board Meeting
Monday, February 11, 2013

The Board of Education of the Wilkes-Barre Area School District held a Regular Board Meeting on Monday, February 11, 2013. **President, John R. Quinn** called the meeting to order at 6:56 PM.

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

Board Secretary Leonard B. Przywara called the roll.

9 MEMBERS PRESENT: Corcoran (VIA Skype), Elmy, Evans, Galella, Katsock, Latinski, Susek, Toole, Quinn

Miss Katsock motioned, seconded by Ms. Evans, to break for an Executive Session. The vote was as follows.
All In Favor: Corcoran (VIA Skype), Elmy, Evans, Galella, Katsock, Latinski, Susek, Toole, Quinn

The Board went into Executive Session at 7:00 PM.

The Board returned from Executive Session at 7:30 PM and President Quinn stated the following:

Pursuant to the Pennsylvania Sunshine Act the Chair wishes to announce that the Board went into closed or Executive Session at 7:00 PM. The subjects discussed in Executive session related solely to matters of employee relations, labor negotiations, and /or threatened or actual litigation.

Board Members, Lynn Evans, Christine Katsock and Maryanne Toole did not return to the Board Meeting when the Board returned from Executive Session.

President Quinn further stated:

- The chair wishes to announce that the Board held an Executive Session on January 9, 2013 and prior to the Regular Board Meeting of January 14, 2013.
- THE SUBJECTS DISCUSSED IN EXECUTIVE SESSION RELATED SOLELY TO MATTERS OF EMPLOYEE RELATIONS, LABOR NEGOTIATIONS, AND/OR THREATENED OR ACTUAL LITIGATION.

Mr. Latinski moved, seconded by Mr. Elmy, to approve the minutes of the Regular Board Meeting of January 14, 2013, and dispense with the reading of those minutes. The vote was as follows:

All In Favor: 6 Ayes: Corcoran (VIA Skype), Elmy, Galella, Latinski, Susek, Quinn

Treasurer's Report

Business Manager/Board Secretary, Leonard B. Przywara, presented the Treasurer's Report for the month ending December 31, 2012.

Mr. Latinski moved, seconded by Mr. Elmy, to accept the Treasurer's report for the month ending December 31, 2012. The vote was as follows:

6 Ayes: Corcoran (VIA Skype), Elmy, Galella, Latinski, Susek, Quinn

There were **no bids to be opened**

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Unfinished Business

Attorney Wendolowski informed the Board that at the Regular Board Meeting of January 14, 2013, a motion was made to secure bids for the design of both Option 1 and Option 2 in regard to the HVAC repairs at G.A.R. High School. Attorney Wendolowski stated that a motion was required to withdraw the approval for design of Option #1.

Mr. Galella motioned, seconded by Mr. Latinski, to withdraw the approval for the design of Option #1.

The vote was as follows:

6 Ayes: Corcoran (VIA Skype), Elmy, Galella, Latinski, Susek, Quinn

Board Secretary/Business Manager, Leonard Przywara, informed the Board that the Forensic Audit was received and he has given all Board Members a copy of the Forensic Audit Report and at this time was submitting the Forensic Audit Report for acceptance by the Board.

Dr. Corcoran motioned, seconded by Mr. Elmy, to accept the Forensic Audit Report. The vote was as follows:

6 Ayes: Corcoran (VIA Skype), Elmy, Galella, Latinski, Susek, Quinn

Communication from Superintendent

Dr. Prevuznak, Superintendent acknowledged the teachers who are present at the tonight's Board Meeting (February 11, 2013) and thanked them for their attendance. Dr. Prevuznak also informed the Board that the Reading Committee is meeting on a regular basis, making progress and will also meet on the full day in-service scheduled for Friday, February 15, 2013.

There were no **Communications from Citizens**

LUZERNE INTERMEDIATE UNIT

Mr. Galella reported that the Wilkes-Barre Area School District will be paying a little less to the LIU for the 2012-2013 school year due to a slight reduction in fees.

WILKES-BARRE AREA CAREER AND TECHNICAL CENTER

Mr. Latinski stated the minutes from the last meeting of the Wilkes-Barre Career and Technical Center are available for review.

CURRICULUM COMMITTEE REPORT

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

1. That approval be given to enter into a "Cyber Service Agreement" with Seneca Valley School District, 124 Seneca School Road, Harmony, PA 16037 to provide an on-line instructional program administered by certified instructional personnel to provide credit recovery and alternative educational opportunities to students of the Wilkes-Barre Area School District. A complete copy of the agreement (Exhibit "A") is on file in the Office of the Board Secretary and incorporated into this resolution with full force and effect as if same had been pronounced in its entirety herein.

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

6 Ayes: Corcoran (VIA Skype), Elmy, Galella, 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
Apollo group, Inc.	G.A.R. Memorial Stained Glass Repair	Capital Projects	01	\$383.76
Associated Crafts	G.A.R. Memorial Stained Glass Project	Capital Projects	1091	\$24,765.00
Associated Crafts	G.A.R. Memorial Stained Glass Project	Capital Projects	1112	\$24,765.00
Associated Crafts	G.A.R. Memorial Stained Glass Project	Capital Projects	1113	\$24,765.00
Associated Crafts	G.A.R. Memorial Stained Glass Project	Capital Projects	1114	\$24,765.00
Dunmore Roofing & Supply Co., Inc.	E.L. Meyers Boiler Building Roof	Capital Projects	03 (final)	\$4,000.00
TCI Environmental Services, Inc.	E.L. Meyers Boiler Building Roof	Capital Projects	8244	\$680.00

2. That approval be given to the "Single Audit Report" for the year ended June 30, 2012, as prepared by Bonita & Rainey, Certified Public Accountants.
3. That approval be given to continue the Board Policy Maintenance Program for calendar year 2013 with the Pennsylvania School Boards Association, Inc. (PSBA), P.O. Box 2042, Mechanicsburg, PA at a cost of \$999.00

B. FEDERAL

That, in accordance with the authority of the Board, the following Federal Project wire transfers #129 and Chapter I wire transfers #1076-1091 and check #588-590 and checks #1168-1175 were drawn for payment since the last special meeting of the Board of Education held on January 14, 2013 be approved.

- C. That payment be approved for the following General Fund wire transfers #1873-1895 and checks #30639-30786 and Food Service checks #2121-2137 which were drawn for payment since the last special meeting of the Board of Education held on January 14, 2013.
- D. That the checks listed on the following pages # 30787-30965 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 Mr. Latinski, to adopt the report. The vote was as follows:

6 Ayes: Corcoran (VIA Skype), Elmy, Galella, Latinski, Susek, Quinn

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 enter into an agreement with DeHey McAndrew, 101 South Main Street, Scranton, PA to provide the District with plan administration services in respect to the District's current Internal Revenue Code (IRC) Section 403(b) Salary Reduction Agreement and services as a Common Remitter at an annual general retainer fee of \$5,420.00, plus a monthly administrative fee of \$1.59 per contributor per payroll.
2. That approval be given to Change Order Addendum to the Student Transportation contracts between Williams Bus Line Co. and the Wilkes-Barre Area School District. A complete copy of the addendum (Exhibit "A") is on file in the Office of the Board Secretary and incorporated into this resolution with full force and effect as if same had been pronounced in its entirety herein.

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

6 Ayes: Corcoran (VIA Skype), Elmy, Galella, 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:

E.L. MEYERS HIGH SCHOOL

- a. Joan Harris Dance Centre requests permission to lease the auditorium for a dance recital on the following dates:

Saturday, April 27, 2013	9:00 AM to 7:00 PM
Sunday, April 28, 2013	12:00 PM to 5:00 PM

KISTLER ELEMENTARY SCHOOL

- a. Gregory Koons, Director of Special Education at the Luzerne Intermediate Unit requests permission to lease three (3) classrooms on Tuesdays, Wednesdays and Thursdays from 8:45 AM to 12:15 PM at Kistler Elementary School for the Extended School Year Program. The program is a six week session that will begin on July 9, 2013 through August 15, 2013.

E.L. MEYERS HIGH SCHOOL

- a. Mt. Zion Baptist Church requests permission to use the auditorium, and cafeteria on Saturday, March 30, 2013 from 9:00 AM to 3:00 PM and Sunday, March 31, 2013 from 7:00 AM to 4:00 PM for their "Community Easter Service. Mt. Zion will provide proof of insurance to the District and will pay all costs incurred for custodial overtime.

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

COUGHLIN HIGH SCHOOL

- a. Blue Cross of NEPA requests permission to use the field at the corner of Union and Washington Streets on Friday, July 26, 2013 from 11:00 AM to 2:00 PM for their Annual Employee Luncheon. Proof of insurance will be provided to the District and Blue Cross of NEPA will pay all costs incurred for custodial overtime.

E.L. MEYERS HIGH SCHOOL

- a. The PTO of Kistler Elementary requests permission to hold a "Parent vs. Teachers" Basketball Game at Meyers High School gym, on Friday, April 12, 2013 at 6:00 PM. All participants will sign a waiver of release in regard to any injuries that may occur while participating in this event.

G.A.R. High School

- a. The G.A. R. Wrestling Coaching Staff requests permission to use the gym on Sunday, February 17, 2013, beginning at 8:00 AM for their "Annual Fundraiser". There will not be any custodial overtime incurred by the Wilkes-Barre Area School District.

SOLOMON/PLAINS JR. HIGH

- a. The North Wilkes-Barre Little League requests permission to use the Solomon/Plains Jr. High gym on Saturday, March 2, 2013 from 1:00 PM to 3:00 PM for "Little League Baseball Try-Outs". Proof of insurance has been provided to the Wilkes-Barre Area School District. There will not be any custodial overtime incurred by the Wilkes-Barre Area School District.

OTHER

- a. ~~The G.A.R. Academic and Community Action Committee requests permission to hold an outdoor multicultural community festival on the grounds of G.A.R. High School on May 4, 2013 from 11:00 AM to 6:00 PM. The festival will include stands sponsored by the academic clubs, food stands by vendors and stands from various cultures in the community. There will be a fee of \$1.00 per person to enter the festival. Each food vendor will be charged a fee to participate and the profits from the food vendor fee will benefit programs for the school as a whole.~~ **TABLED**

ADDENDUM

1. Bear Creek Bobcats Soccer requests permission to lease the gym at Wilkes-Barre Township Jr. High beginning February 12, 2013 through March 26, 2013 from 6:00 PM to 7:00 PM.

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

6 Ayes: Corcoran (VIA Skype), Elmy, Galella, 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:

That award is made to the following company utilizing the COSTARS State Contract #034-003 for Theater (Auditorium) Furniture, Fixtures, and Equipment:

1. The G.A.R. High School Auditorium Stage Theatrical Lighting and Rigging

Pittsburgh Stage, Inc.
2 South Avenue
Sewickley, PA 15143

\$198,551.00

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

6 Ayes: Corcoran (VIA Skype), Elmy, Galella, Latinski, Susek, Quinn

PERSONNEL COMMITTEE REPORT

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

All appointments are made pending receipt of required clearances.

A. Professional

1. That **Karen Block** be granted an intermittent leave under FMLA beginning January 29, 2013 through June 30, 2013.
2. That **Wendy Anderson** be granted leave under FMLA beginning April 8, 2013 through May 10, 2013.
3. That **Jenny Carlo** be granted leave under FMLA beginning October 29, 2012 through February 19, 2013.
4. That **Ashley Filipek** be appointed a full time Substitute Teacher for the 2nd semester of the 2012-2013 school year.
5. That **Juliana Poplawski** be appointed a full time Substitute Teacher for the 2nd semester of the 2012-2013 school year.
6. That **Mary Crater** be appointed a full time Substitute Teacher for the 2nd semester of the 2012-2013 school year.
7. That ~~**Richard Cosgrove** be appointed a full time Substitute Teacher for the 2nd semester of the 2012-2013 school year.~~ **DID NOT PASS/NOT APPOINTED**
8. That **Mark Belles** be appointed a full time Substitute Teacher for the 2nd semester of the 2012-2013 school year.

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9. The following members of the professional staff, having made claim for incentive raise under the Collective Bargaining Agreement and having produced official transcripts listing the graduate credits earned be granted the following:

Bachelors +15

Geoffrey Bell
Lauren Letteer
Tracy Oram

Bachelor's +30

Amanda Brooks
Kaitlyn Carr
Emily Pickett
Lisa Zelinski

Bachelors +39

Cecilia Baltusavich
Georgette Ferkel
David Gittens
Leslie Parry
Deborah Pride
Amanda Smith
Mary Jo Sedon
Stephan Sedon
Mark Umphred

Masters +9

Lauren Chapman
Elaine Dunn
Robert McGrady
Anthony Mercandante
Jennifer Perks

Masters +18

Wendy Anderson
Alicia Erwin
Brandon McCabe
Ralph Mancuso
Laura McCabe
Maureen McLaughlin
Michael Ward
Jennifer Welgosh

Masters +27

Heather Grebeck
David Hagenbaugh
Eric Mathes
Tamara Rogowski
Kevin Sickle

Masters +36

Justin Correll
Kelly Pryor

Masters +45

Tanya Burton
Jill Chapin Milunic
Bernard Svab
Nicole Tomek

Masters +54

Carrie Cilvik
Darlene Reilley
Michele Rogan
Genelle Sedon
Jennifer Yuhas

PhD

Michael Komorek

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B. CLASSIFIED

1. That **Deborah Sibbering** be appointed District Notary Public with associated costs absorbed by the District.
2. That ~~Nicole Hoskins~~ be appointed 32.5 hours/week Teacher Aide. **DID NOT PASS/NOT APPOINTED**
3. That ~~Brenda Mauer~~ be appointed 32.5 hours/week Teacher Aide. **DID NOT PASS/NOT APPOINTED**
4. That **Hattie Caruso** be appointed 32.5 hours/week Teacher Aide.

C. ATHLETICS

1. That the resignation of **David Lewis**, as Assistant Varsity Baseball Coach, be accepted with regret effective February 11, 2013.
2. That ~~Dale Rapson~~ be changed from part time Varsity Basketball Assistant Head Coach to full time at Meyers High School. **TABLED**
3. That ~~Jim McGavin~~ be changed from part time Jr. HS Head Basketball Coach to full time at Meyers High School. **TABLED**
4. That **Mark Williams** be appointed part time Jr. HS Assistant Basketball Coach at Meyers High School.
5. That the resignation of **Todd Hoskins** as Softball Head Coach, be accepted with regret effective February 11, 2013.
6. That the resignation of **Charles Flannery**, as Cheerleader Advisor, be accepted with regret effective June 30, 2013.
7. That **Corey Brenner** be appointed Varsity Baseball Assistant Coach at Meyers HS, effective February 11, 2013.
8. That _____ be appointed Varsity Tennis Head Coach at Meyers HS, effective February 11, 2013. **TABLED**
9. That **Nick Bilski** be appointed Jr. HS Baseball Assistant Coach at Meyers HS, effective February 11, 2013.
10. That **Brenda Crispel** be appointed Jr. HS Softball Assistant Coach at Meyers HS, effective February 11, 2013.
11. That **Francis Jude Schappert** be appointed Jr. HS Track & Field Coach at Meyers HS, effective February 11, 2013.
12. That **Geoffrey Bell** be appointed Jr. HS Track & Field Coach at Solomon-Plains Jr. HS, effective February 11, 2013.
13. That **Michelle Woolnough** be appointed Jr. HS Softball Coach at Solomon-Plains Jr. HS, effective February 11, 2013.
14. That **Dave Smith** be appointed Jr. HS Assistant Baseball Coach at G.A.R Memorial HS, effective February 11, 2013.

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15. That **Charlie Flannery** be appointed Jr. HS Assistant Softball Coach at G.A. R Memorial HS, effective February 11, 2013.
16. That **Glenn Zimmerman** be appointed Jr. HS Head Track Coach at G.A.R. Memorial HS, effective February 11, 2013.
17. That **Ashley Robinson-Altavilla** be appointed Cheerleader Advisor at G.A.R. Memorial HS, effective February 11, 2013.

ADDENDUM

1. That approval be given to Administrators Association ACT 93 Agreement, between the Board of Wilkes-Barre Area School District and the members of Act 93, effective July 1, 2011.
2. Non-Certified Administrative Classifications
\$1,000.00 (Not included in ACT 93 as of last agreement)

Jim Post
Todd Harding
John Chiumento
Jim Serafini
Barb Davis
Debbie Antelloco
Susan Saporito
Barry Jacobs
Arthur Manasyan
Carl Marsh
Ron Lloyd

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

6 Ayes: Corcoran (VIA Skype), Elmy, Galella, Latinski, Susek, Quinn

1 Abstain: Corcoran – A – Professional - #1

1 Nay: Corcoran – B – Classified - #'s 2 & 3

1 Nay: Elmy – B Classified - #'s 2 & 3

1 Abstain: Elmy – Addendum - #2 – Jim Post

1 Nay: Susek – A – Professional - #'s 4, 5, 6, 7 & 8

1 Abstain: Quinn – A – Professional - #7

Mr. Latinski presented Resolution #1

RESOLUTION

WHEREAS, the recent death of **THOMAS A. "TEX" TOOLE** has brought sorrow to his family, friends, and all who knew him; and

WHEREAS, he is the husband of Maryanne W. Toole, Board of Director of the Wilkes-Barre Area School District and former Principal of Solomon/Plains Elementary School and the brother of Sharon Parri, former Administrative Assistant to the Superintendent; and

WHEREAS, his passing on January 31, 2013 will leave an unfillable void in the lives of all who knew and loved him.

THEREFORE, BE IT RESOLVED, that his death be recorded in the minutes of the Board of School Directors and that the Secretary be instructed to express the sympathy of the members of the Board to his wife, Maryanne; sister, Sharon; brother -in- law, Richard and to his entire family.

Wilkes-Barre, PA
February 11, 2013

Mr. Latinski moved to adopt the Resolution by Acclamation.

Mr. Elmy presented Resolution # 2

RESOLUTION

WHEREAS, the recent death of **PATRICIA A. WYSOCKI** has brought sorrow to her family, friends, and all who knew her; and

WHEREAS, she is the mother of Mille Roke, ESL Teacher for the Wilkes-Barre Area School District; and

WHEREAS, her passing on January 14, 2013, will leave an unfillable void in the lives of all who knew and loved her.

THEREFORE, BE IT RESOLVED, that her death be recorded in the minutes of the Board of School Directors and that the Secretary be instructed to express the sympathy of the members of the Board to her husband, Stanley; her daughter, Millie; sons, Stephen, and Charles; and to her entire family.

Wilkes-Barre, PA
February 11, 2013

Mr. Elmy moved to adopt the Resolution by Acclamation.

Mr. Galella presented Resolution # 3

RESOLUTION

WHEREAS, the recent death of **RONNIE J. DUBIL** has brought sorrow to his family, friends, and all who knew him; and

WHEREAS, he was a former head custodian at G.A.R. High School and custodian at E.L. Meyers High School; and

WHEREAS, his passing on January 26, 2013 will leave an unfillable void in the lives of all who knew and loved him.

THEREFORE, BE IT RESOLVED, that his death be recorded in the minutes of the Board of School Directors and that the Secretary be instructed to express the sympathy of the members of the Board to his wife, Colleen; son, Corey; sisters, Bonnie and Debbie; brothers, Michael and Edward; and to his entire family.

Wilkes-Barre, PA
February 11, 2013

Mr. Galella moved to adopt the Resolution by Acclamation.

New Business

Board Secretary/Business Manager, Leonard Przywara, at the request of Board Member, Maryanne Toole, distributed to the Board a schedule of the payments/reimbursements made by Wilkes-Barre Area School District to tax collectors.

Mr. Latinski thanked those teachers from the Reading Committee present at tonight's Board Meeting (2-11-2013) for all their hard work.

Mr. Elmy informed the Board that he will have more information regarding the 2013-2014 Budget after the Governor presents his Budget. Mr. Elmy stated that he will schedule a Public Meeting in regard to the 2013-2014 Budget in the near future.

Board President, John Quinn, thanked the teachers from the Reading Committee who are in attendance at this evening Board Meeting (2-11-2013) for their dedication to the Reading Committee. President Quinn also informed the Board that the presentation he and Mr. Conway are doing in regard to "Railroad Maps" and former area "Railroad Lines" has been very successful and well received by both faculty and students.

Mr. Galella motioned, seconded by Mr. Latinski, to request Officer Lavan to attend a Regular Board Meeting in order to present to the Board any issues or concerns regarding safety of the students, faculty and staff within the Wilkes-Barre Area School District. The vote was as follows:

All In Favor: Corcoran (VIA Skype), Elmy, Galella, Latinski, Susek, Quinn

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Dr. Bernard Prevuznak, Superintendent, acknowledged the teachers present and thanked them for their attendance at this evening's Board Meeting (2-11-2013). Dr. Prevuznak also thanked Gene Manning, Director of Technology and Jim Post, Director of Purchasing, for all of their efforts to make it possible for Dr. Corcoran to participate in tonight's Board Meeting (2-11-2013) Via Skype.

Dr. Corcoran thanked the Board for allowing him to participate in this evening's Board Meeting (2-11-2013). Dr. Corcoran stated that he was not sure if he will continue to participate in future Board Meetings Via Skype. Dr. Corcoran informed the Board that it was their duty and responsibility to vote him off the Board if he missed two (2) consecutive Board Meetings and also stated that he hoped that they would do so if he missed two (2) consecutive Board Meetings.

Communications from Solicitors

Attorney Wendolowski stated that he wished to publically thank Mary Olszewski, Wilkes-Barre Area School District School Psychologist, for all the assistance she has provided.

Attorney Wendolowski requested that the Board entertain a motion for a settlement agreement release between the Wilkes-Barre Area School District and the parent whose initials are RB. Attorney Wendolowski informed the Board he has a copy of agreement for their review.

Dr. Corcoran motioned, seconded by Mr. Elmy, to accept the settlement agreement release between the Wilkes-Barre Area School District and the parent (RB). The vote was as follows:

6 Ayes: Corcoran (VIA Skype), Elmy, Galella, Latinski, Susek, Quinn

Report of the Secretary

March, 2013

Committee Meeting

Monday, March 11, 2013 – 5:30 PM

Regular Board Meeting

Monday March 11, 2013 – 6:30 PM

Dr. Susek moved, seconded by Mr. Elmy, to adjourn the Meeting.

President Quinn adjourned the Meeting at 8:10 PM.