

Wyoming Area School District  
Regular Meeting of the Wyoming Area Board of Education  
20 Memorial Street, Exeter, Pennsylvania, 18643  
Tuesday, August 23, 2016, 7:00 p.m.

Agenda

Pledge of Allegiance

Roll Call

Communications Report

Approval of Minutes: Regular Meeting of June 28, 2016

Superintendent's Report

Treasurer's Report

New Business

Finance Report

Education Report

Activities Report

Building Report

Open Discussion

Adjournment

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Communications Report

1. Luzerne Intermediate Unit's minutes of regular meeting of June 22, 2016.
2. Erica Gillespie-Bartoli, Business Technology Teacher, requesting permission to take a maternity leave.
3. Tracy Timinski submitting her letter of resignation as a Health Care Tech.
4. Stephen Chipolis, Storeroom Coordinator, requesting permission to take a medial leave of absence.
5. Rosalie Schultz, Secretary, requesting permission to take a medical leave of absence.
6. Deborah Sims, Food Service Employee, requesting permission to take a leave without pay.
7. Molly Prutzman, Wyoming Area Field Hockey Parents Association, requesting permission to use the Secondary Center cafeteria for "Meet the Warriors."
8. Jennifer Ciampi, Guidance Department, requesting permission to use the Secondary Center cafeteria for a College Fair.
9. Nick Diaco, Girls Volleyball Coach, requesting permission to use the Secondary Center gym for a scrimmage.
10. Molly Prutzman, Wyoming Area Field Hockey Parents Association, requesting permission to hold a car wash and lottery ticket fundraiser.
11. Nick Diaco, Girls Volleyball Coach, requesting permission to hold a car wash fundraiser.
12. Attorney William Anzalone, Anzalone Law Offices, requesting permission to hold the UNICO Charitable All-Star Football Game at the stadium.
13. Barbara Bullions, Drama Advisor, requesting permission to hold various drama activities.

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Communications Report

14. Nicholas Bilski submitting his letter of resignation as Health and Physical Education Teacher.
15. Lisa Minnelli, Wyoming Area Tennis Booster Club, requesting permission to have candy fundraisers.
16. Lauren Holweg, Wyoming Area Cross Country Parents Association, requesting permission to have a Krispy Kreme donut fundraiser.
17. Shea Riley, Wyoming Area Music Sponsors, requesting permission to have various fundraisers.
18. Jenny Kranson, Wyoming Area Girls Soccer Parents Association, requesting permission to sell water, Gatorade and snacks at home girls soccer games.
- (19.) Nancy Romanowski, Kindergarten Aide, requesting permission to take a medical leave of absence.**
- (20.) Nancy Alberigi, Wyoming Area Cross Country Parents Association, requesting permission to use the Secondary Center cafeteria for "Meet the Warriors" only in the event of inclement weather.**
- (21.) Beth Connor submitting her letter of resignation as music teacher.**

Summary of Applications Received

Business, Computer and Information Technology – 1  
Middle Level Math – 2  
Elementary – 3  
Special Education K-8 - 2

**WYOMING AREA SCHOOL DISTRICT**  
**REGULAR MEETING OF THE BOARD OF EDUCATION**

**TUESDAY, AUGUST 23, 2016 7:00 P.M.**

**SUPERINTENDENT'S REPORT**

1. On September 2<sup>nd</sup>, our teachers will be returning for the 2016-2017 school year. They will attend a two day in-service for Professional Development. Our students will return on September 7.
2. On Friday, September 2<sup>nd</sup> at 1:00 P.M., an orientation will be held for incoming 7<sup>th</sup> grade students at the Secondary Center. The Administration, Guidance Staff and several faculty members will address the students. Student Council members will be available to escort students on a tour of the building. Parents are invited to attend.
3. Kindergarten Orientation with parents and students will be held starting at 6:15 pm at the Primary Center on August 29, 30 and 31<sup>st</sup>.
4. The District will hold "Get Acquainted/Parents Night as follows:
  - a. Kindergarten Center - September 19<sup>th</sup> at 7:00 pm
  - b. Primary Center - September 20<sup>th</sup> at 7:00 pm
  - c. Intermediate Center -September 21<sup>st</sup> at 7:00 pm
  - d. Secondary Center - September 22<sup>nd</sup> at 7:00 pm
5. The 2016-2017 sports season is in full swing. All fall sports had their first official practice on August 15. The fall sports include Cross Country, Field Hockey, Football, Golf, Boys and Girls Soccer, Girls Tennis and Girls Volleyball. We want to wish all our athletes a safe and successful season.
6. Dennis Hando will do a Power Point presentation regarding the Wyoming Area Secondary Center Garden.

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Treasurer's Report

(June)

First National Community Bank	General Fund	3,577,530.34
First National Community Bank	Payroll Account	5,165.23
First National Community Bank	Cafeteria Account	72,944.65
First National Community Bank	Student Activities Account	110,588.41
First National Community Bank	Athletic Fund Account	5,963.01
First National Community Bank	Purchasing Account	500.00
Pennsylvania Local Government Investment Trust	Earned Income Tax Revenue	310,925.07

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Treasurer's Report

(July)

First National Community Bank	General Fund	2,286,723.08
First National Community Bank	Payroll Account	5,173.23
First National Community Bank	Cafeteria Account	91,763.54
First National Community Bank	Student Activities Account	113,530.85
First National Community Bank	Athletic Fund Account	19,128.91
First National Community Bank	Purchasing Account	500.00
Pennsylvania Local Government Investment Trust	Earned Income Tax Revenue	311,010.69

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Finance Report

1. Received the following Checks:

Berkheimer

Earned Income Tax	82,665.05
Local Service Tax	750.93
Per Capita Tax	27,634.96
Delinquent Per Capita	<u>3,127.94</u>
Total:	114,168.88

State & Federal Subsidy Payments

Social Security	31,811.72
Title I- Improving Basic Programs	52,433.54
Title II – Improving Teacher Quality	7,900.00
School District Special Education	<u>221,836.00</u>
Total:	313,981.26

Local Realty Transfer Tax

Luzerne County (July)	25,405.08
Luzerne County (August)	<u>11,672.77</u>
Total:	37,077.85

2015 Real Estate Taxes

Wayman Smith – Exeter Twp., Luzerne Cnty.	5,150.73 (June)
Wayman Smith – Exeter Twp., Luzerne Cnty.	6,125.11 (July)
Robert Connors – West Wyoming	1,934.65
George Miller – West Pittston	1,933.32
Paul Konopka – Wyoming	<u>168.47</u>
Total:	15,312.28

Delinquent Real Estate Tax

Wyoming County	14,101.03
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Miscellaneous

Luzerne Cnty. Dept. of Probation Services (restitution)	173.36
District Court 11-2-01	<u>20.62</u>
Total:	193.98

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2. Approve the August payment of \$93,527.14 to the Luzerne Intermediate Unit in accordance with the terms of the approved contract agreement for programs and services for the 2016-2017 school year. The payment will be reduced by IDEA Pass Thru Funding of \$24,227.08 from the Luzerne Intermediate Unit resulting in a net payment of \$69,300.06.
3. Approve the August payment of \$43,077.00 to the West Side Career & Technology Center for the 2016-2017 school year.
4. Approve the appointment of Rainey & Rainey, Certified Public Accountants to perform the financial audit and single audit for 2015-2016 and 2016-2017 school year. This appointment is subject to review by the Business Consultant and Solicitor.

	<u>2015-2016</u>	<u>2016-2017</u>
Financial Audit	11,900.00	11,900.00
Single Audit/Other	4,000.00	4,000.00
Tax Collector Audit	<u>5,500.00</u>	<u>5,500.00</u>
Total:	21,400.00	21,400.00

5. Approve Wyoming Area School District to authorize and approve, in accordance with the recommended practices set forth by the Securities and Exchange Commission, the Government Finance Officers Association and the Municipal Securities and Rulemaking Board, the appointment of Financial S&Lutions LLC as independent municipal advisor to the District to perform the scope of services and for such costs as detailed in the engagement letter of Financial S&Lutions LLC presented to the Board; such engagement shall be subject to the review and approval of the engagement letter by the Solicitor to the District.
6. Approve the ratification of August payment to Wilmington Trust in the amount of \$197,259.38 for the General Obligation Bond Series of 2012 (energy performance loan) of the Wyoming Area School District.
7. Approve Pittston Medical Associates as school and athletic physicians for the 2016-2017 school year at a salary of \$12,500.00.



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Finance Report

8. Approve the step placements for the following temporary professional employees:

Julie Ann Venezia	Masters Step 1	\$45,297.00
Marjorie Glatz	Masters Step 1	45,297.00

9. Approve the appointment of Conrad Siegal Actuaries to provide services regarding compliance with Section 6055 and 6056 Employer Reporting Mandate under The Affordable Care Act (ACA). The fee for the proposed consulting service is \$5,750.00.
10. Approve the contract with Wilkes-Barre Behavioral Hospital Company, LLC, Transition Partial Hospitalization Program which will provide services to Wyoming Area students at a per diem rate of \$110.00 per student per day for the 2016-2017 school year.

**(11.) Approve the general ledger sheet:**

Bill Listing: August 2016	410,714.41	
Prepays: July 2016	<u>43,179.48</u>	453,893.89
Cafeteria Account:	77,444.40	
Athletic Account: June	960.15	
Athletic Account: July	<u>6,834.56</u>	<u>85,239.11</u>
Total: 539,133.00		

Motion by \_\_\_\_\_, second by \_\_\_\_\_, to accept the finance report.

Roll Call:

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Education Report

1. Reporting as per Federal Regulations Requirement that the District's Federal Programs (Title I, Title II, and Drugs and Alcohol) have been planned for the 2016-2017 school year. Anyone desiring information regarding these programs, contact Janet Serino, Superintendent, at the District's Business Office.
2. Approve the Professional Substitute List for the 2016-2017 school year.
3. Approve the following teachers for tenure having completed three years of satisfactory service as a temporary professional employee as recommended by the Superintendent.

Nicholas Bilski  
Jean Marie Argenio

4. Approve the request of Erica Gillespie-Bartoli, Business Technology Teacher, to take a maternity leave starting September 12, 2016 with intention to return on January 17, 2017.
5. Accept, with regret, the resignation of Nicholas Bilski as Health and Physical Education Teacher.
- (6.) Approve the appointment of \_\_\_\_\_ as Special Education Teacher effective for the 2016-2017 school year.
- (7.) Approve the appointment of \_\_\_\_\_ as Assistant Principal of Discipline (10 month) at the Secondary Center effective for the 2016-2017 school year.
- (8.) Approve the appointment of \_\_\_\_\_ as Gifted Teacher effective for the 2016-2017 school year.
- (9.) Approve the Memorandum of Understanding between Wyoming Area School District and Wyoming Area Education Association PSEA/NEA for Brian Butler, Coordinator of Guidance, effective September 2, 2016
- (10.) Approve to post for a certified Math teacher and certified English teacher to teach SAT Math and Verbal classes in October.

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- (11.) Accept, with regret, Beth Connor's letter of resignation as music teacher effective for the 2016-2017 school year.
- (12.) Approve the creation of a Technical Director to assist in the drama productions for one year. Responsibilities include designing sets for two plays, supervising set construction/decoration and directing lighting and sound. The salary of \$2,000.00 for this position will be paid to the district by the Wyoming Area Drama Parents Association. There is no cost to the district.

Motion by \_\_\_\_\_, second by \_\_\_\_\_, to accept the education report.

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Activities Report

1. Approve the request of Nick Diaco, Girls Volleyball Coach, requesting permission to hold a car wash fundraiser at Dileo's in Wyoming on Saturday, August 20, 2016.
2. Approve the request of Molly Prutzman, Wyoming Area Field Hockey Parents Association, to hold a car wash at Valero in West Pittston on Saturday, September 10, 2016, 9 a.m. to 1 p.m. and hold a lottery ticket fundraiser.
- (3.) Approve the appointments of the following Marching Band Staff for the 2016-2017 school year:**  
  
**Brendan Carter- Color Guard Instructor 1,810.00**  
**Nick Viccica – Percussion Instructor 1,501.00**
4. Approve to rescind the appointment of Steve Sedon as Assistant Football Coach.
5. Approve the request of Lisa Minnelli, Wyoming Area Tennis Booster Club, to sell candy at a table at the Pacific side of stadium at four home football games, promote kickball tournament and sell candy in the month of September.
6. Approve the request of Lauren Holweg, Wyoming Area Cross Country Parents Association, to have a Krispy Kreme donut fundraiser at home football games.
7. Approve the request of Shea Riley, Wyoming Area Music Sponsors, to hold the following fundraisers:
  - Macaroni and Cheese Sale with KL Catering in November
  - Revello's Pizza fundraiser – End of February 2017 beginning of April 2017
8. Approve the request of Jenny Kranson, Wyoming Area Girls Soccer Parents Association, to sell water, Gatorade and snacks during home girls soccer games for the 2016 season.
9. Approve the appointment of William Roberts as a volunteer Boys Soccer Coach for the 2016 fall sports season.

Motion by \_\_\_\_\_, second by \_\_\_\_\_, to accept the activities report.

Roll Call:

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Building Report

1. Approve the request of Stephen Chipolis, Storeroom Coordinator, to take a medical leave of absence retroactive to Monday, August 8, 2016 until further notice (approximately six to eight weeks).
2. Accept, with regret, the resignation of Tracy Timinski as Health Care Tech retroactive to Monday, August 8, 2016.
- (3.) Approve the request of Rosalie Schultz, Secretary, to take a medical leave of absence retroactive to Tuesday, July 19, 2016, with intent to retire effective September 30, 2016.**
4. Approve the request of Deborah Sims, Foodservice Employee, to take a leave without pay starting Wednesday, September 7, 2016 until Monday, January 2, 2017.
5. Approve the request of Nick Diaco, Girls Volleyball Coach, to use the Secondary Center gym for a scrimmage on Tuesday, August 23, 2016, at 4:30 p.m. pending approval by the building principal and athletic director. A fee of \$25.00 per hour may be charged to the organization if a custodian's services are needed. (Class A)
6. Approve the request of Jennifer Ciampi, Guidance Department, to use the Secondary Center cafeteria for a College Fair on Wednesday, October 12, 2016, 6 p.m. to 8 p.m., pending approval by the building principal and food service director. A fee of \$25.00 per hour may be charged to the organization if a custodian or food service worker's services are needed. (Class A)
7. Approve the request of Molly Pratzman, Wyoming Area Field Hockey Parents Association, to use the Secondary Center cafeteria for "Meet the Warriors" on Tuesday, August 30, 2016, at 7:30 p.m., pending approval by the building principal and food service director. A fee of \$25.00 per hour may be charged to the organization if a custodian or food service worker's services are needed. (Class A)
8. Approve the request of Attorney William Anzalone, Anzalone Law Offices, to hold the UNICO Charitable All-Star Football Game Celebrating its 66<sup>th</sup> year, at the stadium Saturday, November 28, 2016, at 2 p.m., pending approval by the building principal and athletic director. Any fees or charges are asked to be waived associated with usage of the stadium.
9. Approve the substitute support personnel list for the 2016-2017 school year.

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10. Approve the requests of Barbara Bullions, Drama Advisor, to hold the following drama activities:

- Auditions for Fall show – Secondary Center auditorium, Sunday, August 21<sup>st</sup> to Wednesday, August 31, 2016, 7:00 p.m.
- Cabaret – Secondary Center auditorium and cafeteria, Saturday, October 1, 2016, 6:00 p.m.
- Fall Play – Secondary Center auditorium, Friday, November 11<sup>th</sup>, 7:00 p.m., Saturday, November 12<sup>th</sup>, 7:00 p.m. and Sunday, November 13, 2016, 2:00 p.m.
- Auditions for Spring musical – Secondary Center auditorium, Monday, December 12<sup>th</sup> to Wednesday, December 14, 2016, 3:30 p.m.
- Thespian Inductions- Secondary Center cafeteria, Sunday, June 4, 2017, 2:00 p.m.

A fee of \$25.00 per hour may be charged to the organization if a custodian or food service worker's services are needed. (Class A)

11. Approve the request of Shea Riley, Wyoming Area Music Sponsors, to use the Secondary Center cafeteria for the following fundraisers:

- Mattress Sale and Chicken BBQ- Saturday, October 8, 2016, Secondary Cafeteria, 8 a.m. to 6 p.m.
- Designer Purse Bingo – Sunday, January 29, 2017, Secondary Cafeteria, 8 a.m. to 6:00 p.m.

A fee of \$25.00 per hour may be charged to the organization if a custodian or food service worker's services are needed. (Class A)

**(12.) Approve the appointment of \_\_\_\_\_ as Kindergarten Aide effective for the 2016-2017 school year.**

**(13.) Approve the appointment of \_\_\_\_\_ as Paraprofessional Aide effective for the 2016-2017 school year.**

**(14.) Approve the appointment of \_\_\_\_\_ as part time (10 month) cleaner.**

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Building Report

- (15.) Approve the request of Nancy Romanowski, Kindergarten Aide to take a medical leave of absence beginning August 30, 2016 for approximately six weeks.
- (16.) Approve the request of Nancy Alberigi, Wyoming Area Cross Country Parents Association, to use the Secondary Center cafeteria for "Meet the Warriors" (only in the event of inclement weather) on Wednesday, August 31, 2016, 5:00 p.m. to 8:30 p.m., pending approval by the building principal and food service director. A fee of \$25.00 per hour may be charged to the organization if a custodian or food service worker's services are needed. (Class A)
- (17.) Approve the following building coordinators for the 2016-2017 school year:

Susan Bartoli	Primary Center
Deborah Przybyla	Intermediate Center

Motion by \_\_\_\_\_, second by \_\_\_\_\_, to accept the building report.

Roll Call: