

Wyoming Area School District
Regular Meeting of the Wyoming Area Board of Education
20 Memorial Street, Exeter, Pennsylvania, 18643
Tuesday, April 22, 2014, 7:00 p.m.

Agenda

Pledge of Allegiance

Roll Call

Communications Report

Approval of Minutes: Regular Meeting of February 25, 2014

Superintendent's Report

Student Representative's Report

Treasurer's Report

New Business

Finance Report

Education Report

Activities Report

Building Report

Policy Report

Awarding of Bids Report

Police Report

Open Discussion

Adjournment

Wyoming Area School District
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Communications Report

1. Luzerne Intermediate Unit #18 submitting their minutes of regular meeting of February 26, 2014.
2. Jennifer Judge, Third Grade Teacher at SJD, requesting permission to take an unpaid leave of absence.
3. Debra Sleboda, Foodservice Worker at Tenth Street, requesting permission to take an unpaid leave of absence.
4. Mary Lou Bosha, Gifted Teacher, submitting her letter of intent to retire.
5. Alex Brogna submitting his letter of resignation as head boys basketball coach.
6. Ryan Kennedy submitting his letter of resignation as head girls basketball coach.
7. Lunda Comiskey submitting her letter of resignation as head field hockey coach.
8. Ralph Salerno, Parade Chairman of the 43rd Annual West Pittston Cherry Blossom Parade, inviting the school board and the Wyoming Area Marching Band to attend the West Pittston Cherry Blossom Parade on Saturday, May 3rd at 12:00 p.m.
9. Jessica Budzak, Prevention Specialist, requesting permission for the SADD Club to hold a mock car crash for the seniors at softball/baseball field.
10. Jessica Budzak, Prevention Specialist, requesting permission for the SADD Club to use the Secondary Center gym for a basketball tournament.
11. Wyoming Area Soccer Parents Association requesting permission to hold a carwash and bake sale/coin drop.
12. Wyoming Area Soccer Parents Association requesting permission to use the Secondary Center cafeteria for "Meet the Warriors."
13. Leonarda Sperrazza, Music Teacher, requesting permission to attend the Chorus Fest, along with twelve students at Mid Valley High School.

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14. Maureen Pikas, Secondary Center Teacher, requesting permission to attend a field trip to Gettysburg Battlefield, along with students and four chaperones.
15. Maureen Pikas, Secondary Center Teacher, requesting permission to attend a field trip to New York City, along with nine students and two chaperones.
16. Sarah Pellegrini, Drama Advisor, requesting permission to use the Secondary Center auditorium, lobby and lobby behind stage, along with drama club students and the Scranton Public Theater, for a children's theater show from Aesops Fables.
17. Sarah Pellegrini, Drama Advisor, requesting permission to use the Secondary Center cafeteria for Thespian Troupe Inductions for the Drama Club.
18. Shea Riley, Music Teacher, and Brendan Carter, Indoor Percussion Advisor, requesting permission to attend the Chapter Championships for indoor percussion at Parkland High School with twenty students and four or five parents.
19. Amy Kosco, Teacher at Tenth Street, requesting permission to attend the PSSA Science Conference, in Harrisburg.
20. James Belles, National Honor Society Advisor, requesting permission to hold the National Honor Society Banquet in the Secondary Center cafeteria.
21. Josette Cefalo, Cheerleading Advisor, requesting permission to use various facilities for upcoming activities.
22. Carmen Latona, English Teacher, requesting permission to attend the National Museum of Art in New York City, along with thirty students and teachers, Sarah Latona and Damien Rutkoski.
23. Erica Gillespie-Bartoli, Social Studies Teacher, submitting a letter of intent of her return on Friday, April 25, 2014, from her maternity leave.
24. Brendan Carter, Percussion Advisor, requesting permission to attend the Tournament Indoor Association Championships, along with approximately twenty five students, in Wildwood, New Jersey.

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25. Janet Serino, Superintendent, and Cathy Ranieli, Assistant Principal, requesting permission to attend the Pennsylvania Association of School Administrators Conference 2014 in Hershey.
26. Steve Mytych, Sr., Head Wrestling Coach and Steve Mytych, Jr., Andy Schutz and Nick Heck, Assistant Wrestling Coaches, requesting permission to rent the multipurpose room for the USA Wrestling Team Swagger.
- (27.) Bobbie Lynn Tondora, Teacher's Aide, requesting permission to take an unpaid leave of absence.**
- (28.) Bob Dellarte, Golden Photo Studio, requesting permission to be re-appointed as school photographer.**

Summary of Applications Received

Elementary – 7

Special Education – 1

Math – 1

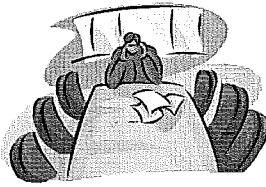
Speech Pathology – 1

Marching Band Director – 1

Assistant Band Director – 1

Cleaning – 4

Summer Cleaning - 4



WYOMING AREA SCHOOL DISTRICT
REGULAR MEETING OF THE BOARD OF EDUCATION
TUESDAY, APRIL 22, 2014, 7:00 P.M.
SUPERINTENDENT'S REPORT

1. *Members of our Guitar Ensemble will perform.*
2. *Congratulations to all students who participated in the Wyoming Area Drama's Club presentation of "Bye Bye Birdie" on April 11th, 12th, and 13th at the Secondary Center Auditorium. Also, Congratulations to Sarah Pellegrini, Drama Club Director and Assistant, Felicia Featherby.*
3. *Congratulations to the SECRETARIES of our District who will be honored on "Secretaries" Day(April 23rd):*



Nancy Alberigi

Denise Holmes

Rosalie Schultz

Debbie Andiaro

Gladys Lincoln

Gina Steve

Gloria Bovani

Mary Machey

Kimberly Thomas

Donna Chupka

Doreen Marianacci

Deborah Wharton

Donna Collins

Lori Napkora

Kathy Youells

Paula Denisco

Ann Marie Parente

Jackie Vasquez

Dawn Fasciana

Jean Marie Radle

Annette Falzone

Theodora Rabel

Rachelle Furman

Tony Scalzo

4. *Students at Montgomery Avenue participated in the "Cards 4 Cops" Program. The program gave thank you notes to the men and women of law enforcement. The thank you notes of appreciation were delivered to Fallen Officers Remembered volunteers who will distribute the cards to the officers that attend the candlelight vigil during National Police Week in Washington, DC.*
5. *During the month of February, 175 students from JFK and 132 students from SJD participated in the 35th anniversary of Jump Rope for Heart. The goal of the program was to raise awareness and ask for donations to help those who are in need. A goal of \$500 was set for each school. The students raised a staggering \$2,427 between the two small buildings. A big thank you goes out the WA Physical Education Dept, Staff and Faculty of SJD & JFK and Kim Gear, the American Heart Assoc. Representative, who worked side by side with faculty to make this a successful event.*
6. *Congratulations to Tanner Homa, who was recently selected by a panel of judges as the WVIA Artist of the Year for Performing Arts. Tanner represented Wyoming Area in the Artist of the Week program this year. His segment was shown on WVIA last week.*
7. *The following FBLA Members qualified to attend the Pennsylvania State Leadership Conference in the Hershey Lodge and Convention center Monday, April 7th through Wednesday, April 9th.*
 - *Peter Butera - Competing in Business Math*
 - *Leo Skoronski - Competing in Personal Finance*
 - *Lisa Guido - Competing in Business Law*
 - *Francesca Trottni - Competing in Desktop Publishing*
 - *Lauren Perry - Competing in word Processing*
 - *Gabrielle Spagnuolo - Competing in Business Calculations*

The students attend a variety of Leadership Workshops, various performance events, meeting and the Awards of Excellent Program. Our voting delegates were Lisa Guido and Francesca Trottni.

Congratulations to Mrs. Berti - FBLA advisor

8. *The 5th Annual Wyoming Area Scholarship Celebration will take place on May 22 in the Secondary Center Cafeteria. Congratulations to Mrs. Fedor and all those who assist in this celebration.*
9. *Junior Leadership Wilkes-Barre class of 2014 will hold graduation on Tuesday, April 29th. Class members who will participate in the ceremony are: Bryan Cumbo, Kyler Higgins, Carter Kusakavitch and Lauren Perry. Congratulations.*

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Treasurer's Report

First National Community Bank	General Fund	8,580,836.22
First National Community Bank	Payroll Account	4,769.89
First National Community Bank	Cafeteria Account	61,916.81
First National Community Bank	Student Activities Account	88,555.86
First National Community Bank	Athletic Fund Account	17,598.69
Landmark Bank	Athletic Fund Account	1,953.73
PNC Bank	Energy Performance Proceeds Fund	30,758.94
PNC Bank Construction Account	Capital Projects Fund	43,507.87
First National Community Bank	Purchasing Account	500.00
Pennsylvania Local Government Investment Trust	Earned Income Tax Revenue	310,384.08

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Finance Report

1. Received the following checks:

Berkheimer Tax Administrator

Earned Income Tax	80,110.16
Local Service Tax	1,511.32
Per Capita Tax	2,777.20
Delinquent Per Capita	<u>984.07</u>
Total:	85,382.75

State & Federal Subsidy Payments

Social Security	45,548.55
Retirement	282,565.37
Title I – Improving Basic Programs	93,656.00
Title II – Improving Teacher Quality	39,776.90
Rental Subsidy	175,578.31
School District Special Education	204,248.00
School District Transportation	<u>278,978.00</u>
Total:	1,117,351.13

Delinquent Real Estate Taxes

Wyoming County	73.50
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Local Real Estate Taxes

Wyoming County	8,880.31
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Credit Card Rewards

Landmark Bank	57.46
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Miscellaneous

District Court 11-2-01	94.07
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2. Approve the April payment of \$93,647.93 to the Luzerne Intermediate Unit in accordance with the terms of the approved contract agreement for programs and services for the 2013-2014 school year.

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3. Approve the April payment of \$32,160.00 to the West Side Career and Technology Center for the 2013-2014 school year.
4. Approve a refund of paid property taxes for the year 2013 for \$872.99 PIN #65-E11NE4-004-06A/Plate # 65-2-137-3-D1-3.
5. Approve a refund of paid property taxes for the year 2011 for \$1,566.08 PIN#65-E11NE4-007-002/Plate#65-2-488-5.
6. Approve the Sports Medicine Service Agreement between Wyoming Area School District and Geisinger Wyoming Valley Medical Center for three years at a cost of \$35.00 per hour. The term of the contract is for three years.
7. Approve the authorization of Albert B. Melone Company, Business Consultant, to solicit quotes if necessary for securing a 2014-2015 Tax Anticipation Note.
8. Approve Resolution Opposing Restricting Federal Medical Assistance Reimbursement:

RESOLUTION OPPOSING RESTRICTING
FEDERAL MEDICAL ASSISTANCE REIMBURSEMENT

Adopted by the Board of School Directors of the Wyoming Area School District
on April 22, 2014

WHEREAS, the Wyoming Area School District is committed to providing all students with a free and appropriate public education that allows all children to become successful and productive citizens; and

WHEREAS, the Wyoming Area School District is committed to providing all students regardless of disability with the essential services to be successful in school and in life; and

WHEREAS, the Wyoming Area School District like many other school districts and intermediate units across the Commonwealth rely on federal Medical Assistance reimbursement through the Medical Assistance School Based Access (Access) program to help fund essential services to children with disabilities;

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WHEREAS, without the timely and consistent disbursement of these funds from the Department of Public Welfare to the Wyoming Area School District for services that our students are entitled to by law and which will then have to fund these services through local revenue; and,

WHEREAS, changes to eligible services for Medical Assistance has also resulted in the loss of million dollars to school districts across the commonwealth; and

WHEREAS, more than \$28 million in school district and intermediate unit reimbursement claims have been rejected by the Department of Public Welfare due to its insistence on evidence that a private insurer will not cover the services where there is no experience or precedent in Pennsylvania or in any other state in the union that private insurers cover these services; and

WHEREAS, Pennsylvania is the ONLY state in the country that requires a blanket letter of denial as a condition for a school district to receive Medical Assistance reimbursement through the Medical Assistance School Based Access program; and

WHEREAS, more than 100 insurers representing millions of dollars in unpaid reimbursements have yet to sign a blanket letter of denial; and

WHEREAS, this has resulted in millions of dollars in unpaid claims for essential services that school districts and intermediate units are required to provide to their students; and

WHEREAS, school districts and intermediate units still have not received full payment for claims from the only ten insurers that have signed a blanket letter of denial; and

WHEREAS, there is still no resolution to regarding unpaid claims and the Wyoming Area School District has been informed that any and all unpaid claims as of May 10, 2014 will be permanently dismissed and left unfunded; and

WHEREAS, this unnecessary and unprecedented requirement of obtaining a blanket letter of denial risks leaving millions of dollars in federal funding unclaimed for services provided to children with disabilities.

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NOW THEREFORE, BE IT RESOLVED that the Board of School Directors of the Wyoming Area School District urges the Pennsylvania General Assembly, Pennsylvania State Senate, The Corbett Administration and the Pennsylvania Department of Education to demand that the Department of Public Welfare and the Public Consulting Group remove the unprecedented barriers and requirements recently imposed to restrict the federal Medical Assistance reimbursement through the Medical Assistance School Based Access program for essential services to Pennsylvania's most vulnerable children.

The Wyoming Area School District seeks support from other school boards, its local legislators and members of the Senate and House Education Committees in petitioning the Corbett Administration, the Department of Public Welfare and the Public Consulting Group to allow the funding to flow to school districts and intermediate units to support essential services to students with disabilities.

This resolution will be shared with the Pennsylvania Association of Intermediate Units for dissemination to Commonwealth School Districts, Intermediate Unit's, Pennsylvania School Board Association, local legislators and members of the Senate and House Education Committees, the Governor's Office, the Department of Public Welfare and the Public Consulting Group.

9. Approve the request for the district to waive the late fees for property taxes for the year 2013 for \$126.84 PIN#65-E11NW3-005-005-000/ Plate #65-2-64-3.
- (10.) Approve the appointment of Bob Dellarte of Golden Photo Studio, as official school photographer for elementary and high school for 2014-2015 and 2015-2016.**
- (11.) Approve the payment of \$7,004.95 from the Capital Project Account to Pennsylvania Paper & Supply, Co., for Ecoflex Floor Machine for Montgomery Avenue Elementary School.**
- (12.) Approve a resolution of the Governing Board of Wyoming Area School District, Luzerne County, Pennsylvania, authorizing, empowering and directing the proper officers of the Governing Board to appoint a liaison between it and Berkheimer, the duly appointed collector of local taxes for the district, for the express purpose of sharing confidential tax information with the district for official purposes.**

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Finance Report

(13.) Approve obligations of the Wyoming Area School District from Attorney Kristine Roddick, KingSpry, in regards to a Settlement Agreement and Release for a special education student that was approved at the March 25, 2014 board meeting.

(14.) Approve the General Ledger Sheet:

Bill Listing: April 2014	537,531.46	
Prepays: March 2014	<u>30,462.18</u>	567,993.64
Cafeteria Account:	98,035.41	
Athletic Account:	<u>865.14</u>	<u>98,900.55</u>
	Total:	666,894.19

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 2013-2014 school year. Anyone desiring information regarding these programs, contact Janet Serino, Superintendent, at the District's Business Office.
2. Approve Riane Hulme for tenure, having completed three years of satisfactory service as a temporary professional employee as recommended by the Superintendent of Schools retroactive to January 2014.
3. Approve the request of Jennifer Judge, Third Grade Teacher at SJD, to take an unpaid leave effective June 16th to June 20, 2014.
4. Accept, with regret, Mary Lou Bosha's letter of intent to retire at the end of the 2013-2014 school year.
5. Approve the request of Janet Serino, Superintendent, and Cathy Ranieli, Assistant Principal, to attend the Pennsylvania Association of School Administrators Conference 2014 in Hershey, Sunday, May 4, 2014 through Tuesday, May 6, 2014 at a total cost of 780.10 for Mrs. Serino and \$910.00 for Mrs. Ranieli. Cost to come out of Title II funds.
6. Approve the job description for Director of Curriculum and Instruction.
7. Approve the revised professional substitute list for the 2013-2014 school year.
- (8.) Approve to appoint Matt Vitale, School Psychologist Intern, to assist Camilla Granteed, School Psychologist, to the end of the school year from June 2nd to June 30, 2014, at \$20.00 per hour.**

Motion by _____, second by _____, to accept the education report.

Roll Call:

Wyoming Area School District
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Activities Report

1. Approve to vacate all extra-curricular positions at the end of the 2013-2104 school year. Positions will be posted as per the Collective Bargaining Agreement.
2. Accept, with regret, Ryan Kennedy's letter of resignation as head girls basketball coach.
3. Accept, with regret, Alex Brogna's letter of resignation as head boys basketball coach.
4. Accept, with regret, Lunda Comiskey's letter of resignation as head field hockey coach.
5. Approve the request of the Wyoming Area Girls Soccer Parents Association, to have a car wash at West Side Auto and bake sale/coin drop at Gerrity's in West Pittston on Saturday, August 2, 2014, 10:00 a.m. to 2:00 p.m., provided the organization is not standing on a roadway soliciting contributions from the occupants of any vehicle in accordance with 75 Pa.C.S. 3545.
6. Approve the request of Leonarda Sperrazza, Music Teacher, to attend the Chorus Fest, along with twelve students at Mid Valley High School on Friday, May 9, 2014. Cost of registration is \$385.00. Also requesting use of the mini bus.
7. Approve the request of Carmen Latona, English Teacher, to attend the National Museum of Art in New York City, along with approximately thirty students and teachers, Sarah Latona and Damian Rutkoski on Friday, May 23, 2014. The trip is completely funded by the students' fundraisers.
8. Approve the request of Maureen Pikas, Social Studies Teacher, to attend the AP Euro trip to New York City to visit the 911 Memorial, Museum of Natural History and Ellis Island, along with nine students and Carmella Argento, on Wednesday, June 4, 2014. Transportation is funded by the students.
9. Approve the request of Maureen Pikas, Social Studies Teacher, for the American Culture 9 Honor Students to attend a field trip to Gettysburg Battlefield on Tuesday, May 27, 2014. Cost to students is \$38.00 (which covers transportation.)
10. Approve the request of Amy Kosco, Tenth Street Teacher, to attend PSSA Science Conference, in Harrisburg, Monday, June 16th to Wednesday, June 18, 2014. All costs are paid through Data Recognition Corp.

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Activities Report

11. Approve the request of Shea Riley, Music Teacher, and Brendan Carter, Indoor Percussion Advisor, to attend the Chapter Championships for Indoor Percussion, on Saturday, April 26, 2014, at Parkland High School, along with twenty students and four or five parents. Cost for transportation is \$375.00 for one bus.
12. Approve the appointment of Randy Colarusso as volunteer coach for 7/8 Grade Boys' Baseball for the 2014 spring sports season.
13. Approve the request of Brendan Carter, Percussion Advisor, to attend the Tournament Indoor Association Championships, along with approximately twenty five students, in Wildwood, NJ., Wednesday, April 30th to Sunday, May 4, 2014. Cost for rental van and mini coach is \$1,856.87.
- (14.) Approve the appointment of Len Costello as Marching Band Director for the 2014-2015 school year at a salary of \$4,076.00.**
- (15.) Approve the appointment of Kristen Costello as Assistant Marching Band Director for the 2014-2105 school year at a salary of \$1,561.00.**

Motion by _____, second by _____, to accept the activities report.

Roll Call:

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Building Report

1. Approve the revised support personnel substitute list for the 2013-2014 school year.
2. Approve the request of the Wyoming Area Girls Soccer Parents Association, to use the Secondary Center cafeteria (no kitchen) for "Meet the Warriors" on Tuesday, August 26, 2014, 7:00 p.m. (set up will be 6:00 p.m.), pending approval by the building principal and foodservice director. A \$25.00 fee may be charged to the organization if a custodian's services are needed.
3. Approve the request of Jessica Budzak, Prevention Specialist, to use the parking lot of the softball/baseball field for a SADD Mock Car Crash for the seniors on Thursday, May 29, 2014 at 12:00 p.m., pending approval by the building principal and athletic director.
4. Approve the request of Jessica Budzak, Prevention Specialist, to use the Secondary Center gym and concession stand for the SADD Club to host a basketball tournament on Saturday, May 31, 2014, 9:00 a.m. to 200 p.m., pending approval by the building principal and athletic director.
5. Approve the request of Sarah Pellegrini, Drama Advisor, to use the Secondary Center auditorium, lobby and lobby behind stage, along with the drama students and Scranton Public Theater, for a children's theater show from Aesops Fables, Saturday, May 24, 2014, from 12:00 p.m. to 6:00 p.m., pending approval by the building principal.
6. Approve the request of Sarah Pellegrini, Drama Advisor, to use the Secondary Center cafeteria (no kitchen) for Thespian Troupe inductions for the Drama Club on Sunday, June 1, 2014, 12:00 p.m. to 6:00 p.m., pending approval by the building principal and foodservice director. A fee of \$25.00 per hour may be charged if a custodian's services are needed.
7. Approve the request of James Belles, National Honor Society Advisor, to use the Secondary Center cafeteria for the National Honor Society Banquet on Thursday, May 15, 2014, 6:30 p.m. to 10:00 p.m., pending approval by the building principal and foodservice director.

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8. Approve the following requests from Josette Cefalo, Cheerleading Advisor, pending approval by building principal and athletic director:

- April 27th – May 13th, Cookie/Cracker Fundraiser
- April 28th -Multipurpose room, 7:30 p.m., Class day tryouts
- April 29th –June 10th, Cheerleading Practice – Caf./Multipurpose room (only if inclement weather) Tues. and Thurs. 5:00p.m. to 8:00 p.m.
- May 12th – June 10th, Auditorium (if available), Mon., Tues., Wed., Class Day practices at 7:30 p.m.
- June 11th, Auditorium, 2:30 p.m. to 9:00 p.m., Class Day set-up
- June 12th, Auditorium, all day until 4:30 p.m., Class Day
- June 16th – Aug. 28th, Multipurpose Room, (only if inclement weather) Mon., Tues., Wed., Thur., 5:00 p.m. to 8:00 p.m., Summer Cheerleading practices

9. Approve the request of Debra Sleboda, Cafeteria Worker at Tenth Street, to take an unpaid leave of absence for personal reasons retroactive to April 10, 2014.

10. Approve the agreement between Wyoming Area Education Support Professionals and Wyoming Area School District to allow any member of the support staff to voluntarily donate one sick leave day during the 2013-2014 school year to be used at the discretion of Carol Gamble.

11. Approve the request of Steve Mytych, Sr., Head Wrestling Coach and Andy Schutz, Nick Heck and Steve Mytych, Sr., Wrestling Coaches, to rent the multipurpose room for USA Wrestling Team Swagger at \$600.00 to provide quality instruction in the fundamentals of wrestling. Sessions will be held in April and May on Mondays and Wednesdays, 6:30 p.m. to 8:00 p.m., at \$140.00 for ten sessions, pending approval by the building principal and athletic director.

(12.) Approve the request of Bobbie Lynn Tondora, Teacher's Aide, to take an unpaid leave on Monday, Tuesday, Wednesday and Thursday, from Monday, June 9, 2014 to Monday, June 30, 2014.

(13.) Approve the appointment of _____ as cleaning person for the JFK Elementary School.

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- (14.) Approve the appointment of Jean Marie Radle to the position of Secretary to the Superintendent, effective July 1, 2014. Mrs. Radle will assist Mrs. Serino in the interim. Salary will be set prior to effective date.**

Motion by _____, second by _____, to accept the building report.
Roll Call:

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Policy Report

1. Approve the second reading and adoption of policy #916 Booster Organizations.

Motion by _____, second by _____, to accept the policy report.

Roll Call:

SECTION: COMMUNITY

TITLE: BOOSTER ORGANIZATIONS

WYOMING AREA SCHOOL DISTRICT

ADOPTED: April 22, 2014

REVISED: _____

	916. BOOSTER ORGANIZATIONS
1. Purpose	The Board recognizes the existence and appreciates the efforts of the various community-based Booster/Support Clubs at work in the school community. The Board and Administration area also fully cognizant that without the countless hours members of these groups give to their respective organizations, district programs, athletic and nonathletic, would suffer. Collaboratively, these activities should be consistent with the philosophy and objectives of the District and its Board policies. In this regard, equity principles and compliance benchmarks described in Title IX law must be used to guide fundraising.
2. Definition	A Booster/Support Club is defined as any parental (i.e. P.T.A.) or community support group that provides services, awards, funds and/or equipment for School District sponsored programs. These programs shall include, but are not necessarily limited to, athletic and nonathletic as well as interscholastic and extracurricular programs.
3. Authority	<p>Booster/Support Clubs shall annually place on record a list of officers and contacts with the Board Secretary or designee. This list shall include all officers by name and address or names of contact persons who will represent the interests of their organization. Any change of officers or contact persons after July 1 shall immediately be reported, in writing, to the Athletic Director who will forward the changes to the Board.</p> <p>The Board wishes to further provide Booster/Support Clubs the opportunity to support local school programs, both athletic and nonathletic, however, the Board also acknowledges that these Booster/Support organizations must adhere to all Board, District and state-wide promulgated rules and policies. In order to maintain good standing with the Board, all Booster/Support organizations which are recognized by the Board shall adhere to the established guidelines. Failure to comply shall result in the loss of Board recognition and, subsequently, the right to utilize or access school facilities.</p>

<p>4. Guidelines</p>	<p><u>Finances</u></p> <p>The Board recognizes that the focus of each Booster/Support Club is student-centered and, thus, groups contribute in a material way through services, supplies, equipment or other to School District students. Often, this can have a direct result which lessens the financial burden to the District taxpayers; however, it is the school's responsibility to know what resources are coming into a program and to avoid any disparity that the resources may create. The Board specifically acknowledges that expenditure reports are necessary to ensure compliance with Title IX regulations.</p> <p>Each Booster/Support group or organization shall submit to the Board, on an annual basis, a comprehensive financial plan which shall, at a minimum, outline the proposed fundraising activities, the specific purpose of the fundraising activities, and any anticipated or recently completed major expenditures for the time period. The Board shall coordinate the proposed fundraising and expenditures so that the Administration and Board can oversee the comprehensive fundraising plan for all organizations so as to avoid duplication of effort and improper activities. For purposes of this policy annual basis shall mean and require that the organization submit their financial report and fundraising plan one (1) month before the defined fall, winter or spring seasons began. All summer fundraisers must be approved at the May Board meeting. This timeframe permits the Board to approve such reports.</p> <p>The Board shall expect all Booster/Support Clubs to notify them through the Athletic Director of anticipated fundraisers annually.</p> <p>Each Booster/Support group shall name an FDIC insured depository bank into which all proceeds and receipt shall be deposited. Booster/Support groups must follow appropriate accounting practices in maintaining and disbursing funds.</p> <p>Booster/Support groups shall not use the District tax-free number for purchases. Groups should consider filing with the Commission on Charitable Organizations, Department of State, as a charitable nonprofit organization.</p>
<p>Pol 610</p>	<p>All contributions of supplies and equipment must go through the Athletic Director and the School Board before purchasing so as to ensure compliance with Title IX and bidding regulations. All</p>

Pol. 707,708

contributions of supplies and equipment become property of the Wyoming Area School District and subject to related District policies. When using existing supplies and equipment, it must be restored to its original status.

Proposed improvements to the District buildings and grounds being made by the Booster/Support organization must have the approval of the Director of Operations and Maintenance and the principal receiving the contribution. Consultants to the Booster/Support groups for various projects (i.e., construction) should not be engaged without School Board approval.

Carryover funds should be encouraged for long-term success of the club.

Annual Reports

On an annual basis, each organization shall submit a post-season fundraising financial report to the Board and confirm that its finances are in good standing and have been reviewed and submitted by the Treasurer. The letter must be signed by both the Booster-Support group President and Treasurer. The financial report should be submitted within a month after their respective banquet or not later than the last day of school for that school year. This report must be submitted within a timeframe designated by the Board. The group or organization shall submit on an annual basis to the Board a listing of all officers by name and address or names of contact persons who will represent the interests of their organization. Any change of officers or contact persons after July 1 shall immediately be reported, in writing, to the Athletic Director, who will forward the changes to the Board. Failure to submit the report will result in the suspension of the Booster/Support Club's recognition.

Concessions

Booster/Support organizations involved in concessions at school events shall follow District guidelines for use of, and payment for, facilities. The group using the concession stand is responsible for clean-up of the facility. Equipment must not be removed without permission. Booster/Support organizations involved in concessions at school events shall follow District guidelines and are encouraged to follow the District Student Wellness Policy.

Involvement With District

Any and all purchases of equipment, materials or instruction for a program or organization shall have the prior written approval of the District Athletic Director or Curriculum Director and the

Pol. 707, 708, 915

Superintendent. No direct payments, outside P.I.A.A. guidelines, shall be made to any student athlete or other participant for attendance at tournaments, camps, or the like, without the expressed written consent of the Athletic Director and Superintendent.

Only those Booster/Support groups or other support organizations that have specifically and directly received recognition by the Board shall be eligible to be associated with the respective District activity which it supports. All unrecognized Booster/Support groups shall be denied the use of school facilities and equipment unless they have properly submitted a third-party request for use of the rental of the facilities and equipment.

The head coach or club advisor should have an active role in his/her respective Booster/Support organization and the decision-making process of the Booster/Support Club. He/she should be involved in the structure of the organization's agenda for meetings and actively participate in the meeting. If the head coach/advisor cannot attend, a representative from the coaching/curriculum staff should attend. At the first meeting of the athletic season or school year, the head coach, club advisor or president shall be responsible for distributing copies of this policy and the Annual Requirement list to all officers of the organization.

Requirements

A Booster Group or Support Organization, in order to gain the recognition of the Board, must adhere to the following guidelines.

The Booster Group or Support Organization must submit to the Board a set of bylaws or similar rules which govern the activities of the organization. The bylaws or similar rules must be consistent with the philosophy, mission and policies of the District. These bylaws must, at a minimum, contain the following elements:

1. The official name of the organization or group.
2. The group's purpose.
3. The group's membership eligibility criteria.
4. A specific statement that there shall be no discrimination.
5. Dues, if any.
6. Names and title of all club officers.

7. The duties of the officers.

Concerns or issues of individual members of Booster Clubs, parental or other support groups regarding the team, athletic program or club should follow the chain of command indicated below:

Step 1 – Coach/Club Advisor

Step 2 – Athletic Director

Step 3 – Building Principal

Step 4 – Central Administrations

Step 5 – Board of Education

The group or organization must acknowledge that they shall not require mandatory participation by students in any fundraising activity as a condition of participation in the school-sponsored programs. Booster/Support Clubs are adult organizations, which sponsor fundraising activities carried out in the name of the school. Students are not to be involved in fundraising activities during school hours and are not to sell game of chance (i.e., 50-50, raffles, lotteries, etc.)

The Booster/Support organization shall acknowledge that the club or organization is in compliance with all rules and regulations promulgated by the School Board, the P.I.A.A. and the laws of the Commonwealth of Pennsylvania (**where applicable**).

It is imperative for the Booster/Support organizations to communicate with the parents/guardians at the first possible opportunity, prior to tryouts, if possible. Letters should go home to parents/guardians explaining the fundraisers or Booster/Support organization's dues. Parents/guardians should be informed of the meeting dates, location and when fundraising agenda items will be discussed and/or voted on in the organization. If the majority of the membership is against a fundraiser, the organization should look at alternative ways to raise money. Booster/Support organizations may charge a fee in lieu of fundraising.

The organizations shall prohibit the sale or consumption of alcoholic beverages and are to prohibit the use of any tobacco products at any and all functions on School District property or at any club or organization-sponsored function at which students are in attendance. This may include but not be limited to banquets, picnics and team get-togethers including those held beyond the school year.

	<p>They shall ensure that all gifts or awards not be given to students, directly or indirectly, without the approval of the Superintendent and/or the Board, as may be appropriate. Any and all awards, gifts or other items given to the participants of said programs must not violate the policies of the District, the P.I.A.A. or the N.C.A.A. This may include but not be limited to gifts of cash, gift cards or gift certificates.</p>
<p>10 P.S. Sec. 162.1 et seq. 10 P.S. Sec. 311 et seq. Pol. 618, 915</p>	<p>In conducting its activities, all Booster/Support organizations shall comply with the Solicitation of Funds for Charitable Purposes Act, as amended, the Pennsylvania Small Games of Chance Act or any other requirements established regarding fundraising. No Booster/Support Club shall engage in any activities outside the guidelines established by the P.I.A.A. or the state.</p> <p>Should the Board deem that the efforts or activities of any club are not in the best interest of the District and its students, the authorization to operate the club may be withdrawn.</p> <p>Booster/Support organizations do not have the authority to direct the duties of a School District employee and/or approved volunteers. The schedule of contests, rules for participation, methods for earning letters and all other criteria dealing with interschool programs are under the jurisdiction of the School District Administration.</p> <p>References:</p> <p>School Code – 24 P.S. Sec. 510</p> <p>Solicitation of Funds for Charitable Purposes Act – 10 P.S. Sec. 162.1 et seq.</p> <p>Local Option Small Games of Chance Act – 10 P.S. Sec. 162.1 et seq.</p> <p>Board Policy – 122, 610 , 618, 707, 708, 915</p>

Wyoming Area School District
Regular Meeting of the Wyoming Area Board of Education
20 Memorial Street, Exeter, Pennsylvania, 18643
Tuesday, April 22, 2014, 7:00 p.m.
Awarding of Bids Report

The bids for the purchase and removal of old heating oil and purchase and removal of double walled storage tank was advertised on the following date:

Citizens Voice/Times Leader

March 27, 2014

Bids were opened on April 9, 2014.

(Successful Bidders)

Waste Reduction Recycling & Transfer Wilkes-Barre	\$4,125.00	(purchase/removal of storage tank only)
Advanced Oil Recovery Milford	<u>\$9,450.00</u>	(purchase/removal of oil only)
Total: \$13,575.00		

(Unsuccessful Bidders)

McKelvey Oil Co.
Corey, Inc.
Greater Pittston Fuel Service
Newell Fuel Service
Bluestone Environmental, Inc.
Environmental Restoration, Inc.
Hazleton Oil & Environmental, Inc.

Motion by _____, second by _____, to accept the awarding
of bids report.

Roll Call:

Wyoming Area School District
 Regular Meeting of the Wyoming Area Board of Education
 20 Memorial Street, Exeter, Pennsylvania, 18643
 Tuesday, April 22, 2014, 7:00 p.m.
 Police Report

**Wyoming Area Police Department
 Monthly Report for March
 Total Calls for Service 30**

<u>CODE</u>	<u>COUNT</u>
0002 - Transport	4
0690 - Theft – Under \$50 –All Other	1
1490 - Criminal Mischief – Reports	1
2400 - Disorderly Conduct	2
3610 - Disturbances – Juvenile	2
3840 - Fire Alarm	1
4010 - Traffic Offenses	1
4028 - Non-Criminal – Other Investigations	3
4090 - Non-Criminal - Reports	6
6610 - Traffic Related – Motorist Aid	1
7001 – 911 Hangup	1
Pare - Parent Conference	1
TRUA- Compulsory School Attendance	6
Total	<u>30</u>

Monthly Comparison

<u>February Calls for Service</u>	<u>March Calls for Service</u>	<u>Plus/Minus Comparison</u>
24	30	+6

