

Wyoming Area School District  
Regular Meeting of the Wyoming Area Board of Education  
252 Memorial Street, Exeter, Pennsylvania, 18643  
Tuesday, June 27, 2023, 7:00 p.m.

## AGENDA

Pledge of Allegiance

Roll Call

Communications Report

Approval of Minutes: Combined Meeting Minutes of May 23, 2023

Superintendent's Report

Solicitor'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 #18 submitting their regular meeting minutes of April 26, 2023.
2. West Side Career & Technology Center minutes of the Joint Operating Committee of April 24, 2023.
3. Wyoming Free Library thanking the school board for the generous monetary contribution.
4. Anthony Macario, Boys Basketball Coach, requesting permission to hold a boys basketball camp fundraiser.
5. David Pizano, Science Teacher, requesting permission to take a medical leave of absence.
6. David Humko, Storeroom Coordinator, submitting his letter of intent to retire.
7. Nick DeAngelo, School Board Member, submitting his letter of resignation.
8. Nicole Walsh, Wyoming Area Cross Country Parents Association, requesting permission to hold fundraisers.
9. Eric Fairchild, Wyoming Area Girls Soccer Parents Association, requesting permission to hold fundraisers.

Summary of Applications Received

Chemistry – 1

Special Education (Prk-12) – 2

Elementary – 1

Physics - 1

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Treasurer's Report

First National Community Bank	General Fund	5,673,134.00
First National Community Bank	Payroll Account	6,191.41
First National Community Bank	Cafeteria Account	48,883.92
First National Community Bank	Student Activities Account	134,382.69
First National Community Bank	Athletic Fund Account	1,728.22
First National Community Bank	Purchasing Account	500.00
Pennsylvania Local Government Investment Trust	General Fund Account	136,888.27
First National Community Bank	Series 2022 GON Account	226,660.99

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Finance Report

1. Berkheimer Income Tax

Earned Income Tax	499,848.41
Local Services Tax	6,067.28
Per Capita Tax	118.60
Delinquent Per Capita	<u>1,475.83</u>
Total:	507,510.12

State & Federal Subsidy Payments

Social Security -	188,694.57
Title I – Improving Basic Programs	58,061.00
Title II – Improving Teacher Quality	38,660.37
Title IV – Student Support & Academic Enrichment	7,066.26
PlanCon Bond Projects	23,414.32
ARP ESSER III	<u>90,907.04</u>
Total:	406,803.56

Local Realty Transfer Tax

Luzerne County	27,002.77
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2022 Real Estate Taxes (Supplement)

Robert Connors – West Wyoming Borough	791.49
Exeter Twp., Luzerne County	<u>91.83</u>
Total:	883.32

2. Approve the June payment of \$136,428.89 to the Luzerne Intermediate Unit in accordance with the terms of the approved contract for Special Education Services and other related services for the 2022-2023 school year.
3. Approve the June payment of \$67,705.13 to the West Side Career & Technology Center for the 2022-2023 school year.
4. Approve the June payment of \$4,958.33 to the Luzerne Intermediate Unit for the Lighthouse Academy Dual Diagnosis Services for the 2022-2023 school year.
5. Approve 2023-2024 Memorandum of Understanding between Wyoming Area School District and Luzerne County Head Start Program, Inc.



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6. Approve the 2023-2024 agreement between Wyoming Area School District and Children's Service Center's Partial Hospitalization Program and Therapeutic Educational Program.

**(7.) Approve the agreement between the Wyoming Area School District and Luzerne Intermediate Unit for Community and School Based Behavioral Health Teams IBHS Services: Group & Individual.**

**(8.) Approve the Final General Fund Budget for the 2023-2024 school year and authorize the Secretary of the Board to advertise the budget notice of the adoption of the Final General Fund Budget according to law.**

The Final General Fund Budget provides for the expenditures of \$\_\_\_\_\_ and equity and revenues of a like amount and reflects a tax of \_\_\_\_\_ mills for the Boroughs of Exeter, Exeter Township, Luzerne County, West Pittston, West Wyoming and Wyoming per \$1,000.00 of assessed valuation on real estate, and a tax of \_\_\_\_\_ mills for Exeter Township, Wyoming County per \$1,000.00 of assessed valuation on real estate. The budget also maintains the following: a per capita tax of \$5.00 on all persons over twenty-one (21) years of age who are residents or inhabitants of the school district under the authority of the Act of March 10, 1949, P.L. 30, Article VI, Section 679 and its amendments an additional per capita tax of \$5.00 per person on all persons over twenty-one (21) years of age who are residents or inhabitants of Exeter, Exeter Township, Luzerne County, Exeter Township, Wyoming County, West Pittston, West Wyoming, and Wyoming under the authority of Act 511 and its amendments, the forgoing being applicable to taxpayers less than sixty-five (65) years of age, and a Local Services Tax for individuals (formerly the occupational privilege tax) within the Wyoming Area school boundaries, real estate transfer tax 1% and wage or earned income tax of 1%.

**(9.) Approve to adopt the attached resolution establishing property tax calendar and installment dates.**

Whereas, Act 1 of the Special Session of 2006 requires school districts no later than June 30, 2023 to adopt a resolution for calendar year 2023 and each year thereafter authorizing the collection and payment of school real property taxes in installments, excluding any interim or delinquent school real property taxes.

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Now, therefore be it resolved, that taxpayers approved pursuant to Section 341 of Act 1 of the Special Session of 2006 shall be eligible for participation in the installment payment of school property taxes.

The following are excluded from real estate installments payments: interim school property taxes, delinquent school property taxpayers, and all other taxpayers except eligible homestead/farmstead property owners and small business owner property as mandated by 53 P.S. §6926.1502 and that qualifies as small business owner property.

And be it further resolved, that the tax duplicates shall provide for payment of school real property taxes in a single payment or installments at the option of eligible taxpayers as follows:

a. Full Payment- Full payment of the real estate tax shall be due and payable by the close of business on November 27, 2023 with a two percent (2%) discount provided for full payment prior to September 27, 2023. All taxpayers, except as indicated below, who fail to make payment of the tax in full by December 29, 2023 by the close of business shall be charged a penalty of ten (10%), which penalty shall be added to the tax by the tax collector and collected by the tax collector. The school real property taxes shall become due and payable and be collected as provided in the act of May 25, 1945 (P.L. 1050 No. 394), known as the Local Tax Collection Law, subject to the discounts and penalties provided by that act unless

b. Installment Payments – Installment payment of taxes shall be due in three (3) equal payments on the following due dates: August 31, 2023, October 30, 2023, and November 30, 2023. The payment of the first installment by a taxpayer eligible for installment payments shall conclusively evidence an intention to pay school real property taxes in installments.

Those eligible taxpayers electing to pay in installment payments must pay the face amount of the school real property tax bill. No discount shall be offered for installment payments. If an installment payment is made after installment date, then a ten percent (10%) penalty shall be assessed on the amount of the installment payment due. Two or more late payments of ten days, or more will render the taxpayer ineligible to participate in installment payments for the following school fiscal year.



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Now, therefore, be it further resolved, that in the event that a taxpayer fails to evidence an intention to pay school real property taxes in installments, those taxes shall become due and payable and be collected as provided by the Local Tax Collection Law (P.L. 1050, No. 394) and subject to the discounts and penalties provided in that act and the Taxpayer Relief Act of 2006.

Tax bills not paid in full by December 29, 2023, will be turned over to Luzerne County Tax Claim Bureau for residents of Luzerne County and Wyoming County Tax Claim Bureau for residents of Wyoming County on or before the date established by the county in which the school district is located for the turnover of delinquent taxes pursuant to the act of July 7, 1947 (P.L. 1368, No. 542), known as the Real Estate Tax Sale Law.

Now, therefore, be it further resolved, that the Board hereby directs the collection of installment payment of real estate taxes to be made to Wyoming Area Tax Collector in accordance with rules and regulations that the Board may now or hereafter implement who shall set forth on all notices regarding the payment of school real property taxes in installments and the dates on which such payments are due be set property owners forth on the tax notice sent to approved homestead and farmstead.

**(10.) Approve the attached resolution designed to implement Homestead Farmstead exclusions as mandated by Act I.**

Recommended that a resolution be adopted, by the Board of School Directors of Wyoming Area School District, that homestead and farmstead exclusion real estate tax assessment reductions are authorized for the school year beginning July 1, 2023, under the provisions of the Homestead Property Exclusion Program Act (part of Act 50 of 1998) and the Taxpayer Relief Act (Act 1 of 2006), as follows:

I. Aggregate amount available for homestead and farmstead real estate tax reduction. The following amounts are available for homestead and farmstead real estate tax reduction for the school year beginning July 1, 2023:

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- a. Gambling tax funds. The Pennsylvania Department of Education (PDE) has notified the School District that PDE will pay to the School District during the school year pursuant to Act 1, 53 P.S. §6926.505(b), as a property tax reduction allocation funded by gambling tax funds, the amount of \$585,617.75.
  - b. Philadelphia tax credit reimbursement funds. PDE has notified the School District that PDE will pay to the School District during the school year pursuant to Act 1, 53 P.S. § 6926.324 (3), as reimbursement for Philadelphia tax credits claimed against the School District earned income tax by School District resident taxpayers, the amount of \$5,407.53.
  - c. Aggregate amount available. Adding these amounts, the aggregate amount available during the school year for real estate tax reduction is \$591,025.28.
2. Homestead/farmstead numbers, Pursuant to Act 50, 54 Pa. C.S. § 8584(i), and Act 1, 53 P.S. § 6926.341(g)(3), the County has provided the School District with a certified report listing approved homesteads and approved farmsteads as follows:
- a. Homestead property number. The number of approved homesteads within the School District is 4,857.
  - b. Farmstead property number. The number of approved farmsteads within the School District is 5.
  - c. Homestead/farmstead combined number. Adding these numbers, the aggregate number of approved homesteads and approved farmsteads is 4,862.



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3. Real estate tax reduction calculation. The school board has decided that the homestead exclusion amount and the farmstead exclusion amount shall be equal. Dividing the paragraph 1c aggregate amount available during the school year for real estate tax reduction of \$591,025.28 by the paragraph 2© aggregate number of approved homesteads and approved farmsteads of 4,862, the maximum real estate tax reduction amount applicable to each approved homestead and to each approved farmstead is \$121.56.
4. Homestead/farmstead exclusion calculation. Dividing the paragraph 3 maximum real estate tax reduction amount of \$121.56 by the School District real estate tax rate of \_\_\_\_\_ mills \_\_\_\_\_ for Luzerne County, the maximum real estate assessed value reduction to be reflected on tax notices as a homestead and farmstead exclusion for each approved homestead and farmstead for Luzerne County is \$\_\_\_\_\_.
5. Homestead/farmstead exclusion calculation. Dividing the paragraph 3 maximum real estate tax reduction amount of \$121.56 by the School District real estate tax rate of \_\_\_\_\_ mills \_\_\_\_\_ for Wyoming County, the maximum real estate assessed value reduction to be reflected on tax notices as a homestead and farmstead exclusion for each approved homestead and farmstead for Wyoming County is \$\_\_\_\_\_.
6. Homestead/farmstead exclusion authorization- July 1 tax bills. The tax notice issued to the owner of each approved homestead and farmstead within the School District shall reflect a homestead and farmstead exclusion real estate assessed value reduction equal to the lesser of (a) the County-established assessed value of the homestead/farmstead, or

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(b) the paragraph 4 maximum real estate assessed value reduction of \$\_\_\_\_\_ for Luzerne County.

For purposes of this resolution, "approved homestead" and "approved farmstead" shall mean homesteads and farmsteads listed in the report referred to in paragraph 2 above and received by the School District from the County Assessment Office on or before May 1 pursuant to Act 1, 53 P.S. § 6926.341 (g)(3), based on homestead/farmstead applications filed with the County Assessment Office on or before March 1.

This paragraph 6 will apply to tax notices issued based on the initial tax duplicate used in issuing initial real estate tax notices for the school year, which will be issued on or promptly after July 1, and will not apply to interim real estate tax bills.

7. Homestead/farmstead exclusion authorization- July 1 tax bills. The tax notice issued to the owner of each approved homestead and farmstead within the School District shall reflect a homestead and farmstead exclusion real estate assessed value reduction equal to the lesser of (a) the County-established assessed value of the homestead/farmstead, or (b) the paragraph 5 maximum real estate assessed value reduction of \$\_\_\_\_\_ for Wyoming County.

For purposes of this resolution, "approved homestead" and "approved farmstead" shall mean homesteads and farmsteads listed in the report referred to in paragraph 2 above and received by the School District from the County Assessment Office on or before May 1 pursuant to Act 1, 53 P.S. § 6926.341 (g)(3), based on homestead/farmstead applications filed with the County Assessment Office on or before March 1.

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This paragraph 7 will apply to tax notices issued based on the initial tax duplicate used in issuing initial real estate tax notices for the school year, which will be issued on or promptly after July 1, and will not apply to interim real estate tax bills.

- (11.) Approve to renew the Management Advisory Service Agreement between the Albert B. Melone Co., Certified Public Accountants and the Wyoming Area School District. The contract is for a (1) year period from July 1, 2023 through June 30, 2024. The contract cost is at an amount of \$119,649.78. The agreement is subject to the review of the District Superintendent and the District's Solicitor.
- (12.) Approve payment of \$15,000.00 to Sweet, Stevens, Katz & Williams for pool counsel pending approval by the District's Solicitor.
- (13.) Approve to ratify the payment of \$221,400.00 to JBM Mechanical Inc., for JFK HVAC equipment.
- (14.) Approve the general ledger sheet:

Bill Listing:	June 2023	888,095.77	
Prepays:	May 2023	<u>79,023.20</u>	967,118.97
Cafeteria Account:		38,015.02	
Athletic Account:		<u>11,189.88</u>	<u>49,204.90</u>
		Total: 1,016,323.87	

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) are currently being planned for the 2023-2024 school year. Anyone desiring information regarding these programs, contact Dr. Jon Pollard, Superintendent, at the District's Business Office.
2. Approve Dr. Jon Pollard, Superintendent, to oversee preparation of submission to PDE for approval: Title I, Title II, Title IV grant programs and applications for the 2023-2024 school year.
3. Approve the Dual Enrollment Agreement with Lackawanna College for the 2023-2024 school year.
4. Approve the request of David Pizano, Science Teacher, to take a medical leave of absence for the 2023-2024 school year.
5. Accept, with regret, Nick DeAngelo's letter of resignation as a school board member effective immediately.
6. Approve the appointments for the 2023 summer school credit recovery program pending student enrollment:

Christa Coolbaugh  
Susan Bartoli  
Amy Kosco  
Sharon Kopetchny  
Nicole Dileo  
Cordell Gresh  
Tina Yukenavage  
Nick Altavilla  
**Kayla Taddai**

Dennis Hando  
Christine Rutledge  
Molly Kearns  
Sarah Bolton-Martino  
Ann Giglio  
Erin Viglione (if needed)  
Mariah Stevens (if needed)  
Lisa DeMichele (if needed)  
Sharon Mazzeo (if needed)

7. Approve the appointments for the Cyber School Program for the 2023-2024 school year pending student enrollment:

Trudy McAndrew  
Paula Cecil  
Carmen Latona

Christine Rutledge  
Damien Rutkoski  
Ed Grivensky

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Chris Hizynski  
Mike Fanti  
Ashley Evans

Sarah Latona  
Molly Kearns  
Maureen Pikas (if needed)

- (8.) Approve the appointment of \_\_\_\_\_ as art teacher.
- (9.) Approve the appointment of \_\_\_\_\_ as science teacher.
- (10.) Approve the appointment of \_\_\_\_\_ as ESL teacher.
- (11.) Approve the appointment of \_\_\_\_\_ as speech & language pathologist.
- (12.) Approve contract extension for Kaitlyn Marianelli, School Psychologist, for the 2023-2024 school year, pending final approval of school solicitor and superintendent.
- (13.) Approve Dr. Jon Pollard's evaluation at a rating of \_\_\_\_\_.

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

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Activities Report

1. Approve the request of Anthony Macario, Boy Basketball Coach, to hold a boys basketball camp fundraiser in the Secondary Center gym starting Monday, October 16, 2023 to Thursday, October 19, 2023, 6:00 p.m. to 8:00 p.m., pending approval by the building principal and athletic director.
2. Approve the request of Nicole Walsh, Wyoming Area Cross Country Parents Association requesting to hold the following fundraisers:
  - Sell Krispy Kreme Donuts at home football games
  - Bagging at Gerrity's
  - Team donut/pizza sale
3. Approve the request of Eric Fairchild, Wyoming Area Girls Soccer Parents Association, to hold the following fundraisers:
  - Car wash at A&A Auto
  - Bagging for Charity at Gerrity's
- (4.) Approve donation of \$1,000 to the Wyoming Area Ice Hockey Association for the 2023-2024 school year.**
- (5.) Approve the following assistants/volunteer coaches for the 2023-2024 Fall sports season:**

**Cheerleading**

**Roslyn Leo – Assistant Advisor**

**Abigail Barhight – Volunteer**

**Soccer**

**Brittany Lombardo – Junior High Volunteer**

**Football**

**Rocco Pizano – Volunteer**

**John Hindmarsh – Volunteer**



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**(6.) Approve the following head coaches for the 2023-2024 winter sports season:**

**Boys Basketball – Anthony Macario**

**Girls Basketball – Mark Casper**

**Swimming – Ken Bryden**

**Winter Track – Joe Pizano**

**Wrestling – Steve Mytych**

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

1. Accept, with regret, Dave Humko's letter of intent to retire effective September 1, 2023.

**(2.) Approve the General Energy Savings Contract with CM3 Building Solutions, Inc. to include the following:**

**Secondary Center**

1. Supply and install one (1) new chiller (\$395,671)
2. Supply and install one (1) new hot water boiler for the pool (\$111,468)
3. Supply and install two (2) new duct furnaces for the pool (\$117,968)
4. Supply and install two (2) new roof-top units (\$647,355)
5. Upgrade Micro-Tech controllers for 44 existing DX unit ventilators (\$380,121)
6. Supply and install new building automation for proposed mechanical upgrades (\$91,260)

**District Wide**

1. Supply and install five (5) new Network Controllers and enclosures at the Secondary Center (2), Intermediate Center (1), Primary Center (1) and the Kindergarten Center (1) (\$129,303)

Total cost is \$1,873,146.00 pending final writing and approval by the school solicitor.

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

**Wyoming Area Police Department  
 Monthly Report for May/June 2023  
 Total Calls for Service**

<u>CODE</u>		<u>COUNT</u>
1440	Criminal Mischief – All Other	3
1890	Narcotics – Reports	2
2400	Disorderly Conduct	7
2450	Harassment	13
2601	Use of Tobacco in Schools	8
2811	Curfew Law (Juvenile) - Male	1
3400	Mental Health	3
3610	Disturbances – Juvenile	5
3800	Service Call - Miscellaneous	3
3840	Fire Alarm	2
3880	Open Doors/Windows - Discovered	1
3900	Traffic & Parking Problems	2
4028	Non-Criminal – Other Investigations	2
5004	Lost & Found Articles	1
7016	Follow Up Information	8
7505	Assist Other Agencies - WARP	4
S2S	Safe-2-Say Reports	6
TRUA	Compulsory School Attendance	4

Total 75

Monthly Comparison

April Calls for Service  
66

May/June Calls for Service  
75

Plus/Minus Comparison  
+9

