

Wyoming Area School District
Regular Meeting of the Wyoming Area Board of Education
252 Memorial Street, Exeter, Pennsylvania, 18643
Tuesday, February 27, 2024, 7:00 p.m.

AGENDA

Pledge of Allegiance

Roll Call

Communications Report

Approval of Minutes: Regular Meeting of January 23, 2024

Superintendent's Report

Student Representative's Report

Treasurer's Report

New Business

Finance Report

Education Report

Activities Report

Building Report

Policy Report

Bids Report

Police Report

Open Discussion

Adjournment

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Communications Report

1. Luzerne Intermediate Unit #18 submitting their regular meeting minutes of December 20, 2023.
2. West Side Career and Technology Center submitting their minutes of Joint Operating Committee meeting of December 18, 2023.
3. Maria Sabatini, Wyoming Area Lacrosse Parents Association, requesting permission to hold fundraisers.
4. Ballots from the Luzerne Intermediate Board to elect one director to fulfill the unexpired term of their district appointed and elected representative to the LIU Board.
5. Right to Know Request requesting copies of Wyoming Area Primary Center's policies and procedures related to the acquisition of goods & services from all vendors. Annual budget & expense details for 2021-2024. A list of all paid vendors, partners, contractors (including solicitors), itemize goods/services they provide & pricing and total amount paid to each vendor during timeframe requested & quantity of each item/service per year.
6. Brenda Bitters, Elementary Teacher, submitting her letter of intent to retire.
7. Nikki Milcavage, Wyoming Area Intermediate Center PTO, requesting permission to hold fundraisers.
8. Karen Donati, Wyoming Area Baseball Parents Association, requesting permission to hold fundraiser.
9. Employee #20408, Professional Teacher, requesting permission to take a maternity leave of absence.
- (10.) Michael Crane, Wyoming Area Football Parents Association, requesting permission to hold a fundraiser.**
- (11.) Right to Know request submitted for cost of Act 93 salaries/benefits, cost of potential fill of assistant to vice principal, AKA assistant principal of discipline and job descriptions and duties of all Act 93 positions.**

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- (12.) Right to Know Request submitted for itemized list of goods/services procured regarding capital projects, competitive food or beverage contracts, pupil transportation, for fiscal years 2021-2024, policies to sell goods/services to Wyoming Area, all vendor names, phone numbers and email and annual budget & expense category breakdown/details for fiscal year 2021-2024.**
- (13.) Mindy Stevens, Wyoming Area Kindergarten Primary Center PTO, requesting permission to hold a fundraiser.**
- (14.) Kelly Bone, Tiny Learners Learning Center, requesting permission to rent the Primary Center auditorium/cafeteria and music room to hold their Spring show.**

Summary of Applications Received

Special Education – 9

Cafeteria – 2

School Psychologist - 1

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Treasurer's Report

First National Community Bank	General Fund	5,558,239.13
First National Community Bank	Payroll Account	447,031.40
First National Community Bank	Cafeteria Account	82,110.25
First National Community Bank	Student Activities Account	145,115.87
First National Community Bank	Athletic Fund Account	16,063.20
First National Community Bank	Purchasing Account	500.00
Pennsylvania Local Government Investment Trust	General Fund Account	141,646.77
First National Community Bank	Series 2022 GON Account	7,905.37
First National Community Bank	Money Market Account	7,123,454.34

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Finance Report

Berkheimer Income Tax

Earned Income Tax	131,386.29
Local Services Tax	1,329.45
Per Capita Tax	1,399.32
Delinquent Per Capita	<u>2,634.36</u>
Total:	136,749.42

State & Federal Subsidy Payments

Title I – Improving Basic Programs	61,810.23
Title II – Improving Teacher Quality	6,017.00
Title IV – Student Support & Academic Enrichment	4,939.92
School District Special Education	278,364.00
ARP ESSER III	90,907.04
ARP ESSER 7%	7,065.51
ARP ESSER 2.5%	920.64
ARP ESSER Homeless Children & Youth	<u>356.33</u>
Total:	450,390.67

Local Realty Transfer Tax

Luzerne County	12,705.59
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In lieu of Taxes

Housing Authority of the County of Luzerne	4,069.93
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Delinquent Real Estate Taxes

Wyoming County	6,903.68
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2. Approve the February payment of \$94,926.95 to the Luzerne Intermediate Unit in accordance with the terms of the approved contract for Special Education Services and other related services for the 2023-2024 school year.
3. Approve the February payment of \$4,958.33 to the Luzerne Intermediate Unit for the Lighthouse Academy Dual Diagnosis Services for 2023-2024 school year.
4. Approve to ratify the February payment of \$69,097.00 to the West Side Career & Technology Center for the 2023-2024 school year.

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5. Approve the 2024-2025 Luzerne Intermediate Unit #18 budget.
6. Approve the Intergovernmental Agreement between Wyoming Area School District and Luzerne Intermediate Unit #18 for the 2023-2024 school year.
7. Approve the ratification of the increase of professional substitute pay from \$120.00 to \$130.00 per day until the end of the school year.
8. Approve the credit adjustments effective for February 1, 2024.

Wyoming Area School District Credit Adjustments Effective February 1, 2024					
Name		From	To	Step	Increase
BALUCHA	KERIANN	M	M+06	5	\$ 874.00
BUGELHOLL	TERRI	M+30	M+42	8	\$ 3,580.00
DILEO	NICOLE	B	B+06	5	\$ 1,582.00
DOUGLAS	CATHERINE	M	M+12	8	\$ 1,750.00
FASCIANA	AMANDA	B+24	M	5	\$ 4,751.00
GLATZ	MARJORIE	M+54	M+60	8	\$ 1,482.00
HANCZYC	ALAN	M+54	M+60	8	\$ 1,482.00
HINES	JENNIFER	M+42	M+48	8	\$ 2,093.00
HIZYNSKI	CHRISTOPHER	M+48	M+54	9	\$ 1,481.00
LEMONCELLI	ROBERT	M+42	M+48	8	\$ 2,093.00
LOPRESTO	DANIELLE	M+36	M+42	8	\$ 2,093.00
MARTINO	SARAH	B+06	B+12	6	\$ 1,732.00
ROMAN	NANCY	B+24	M	8	\$ 4,274.00
SPEECE	JASON	M+42	M+48	18	\$ 2,093.00
STEVENS	MARIAH	M+12	M+18	8	\$ 874.00
WARNEK	JOHN	M+12	M+18	6	\$ 874.00
WOMELSDORF	DOUGLAS	M+54	M+60	5	\$ 1,482.00
TOTAL					<u>\$ 34,590.00</u>

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Finance Report

9. Approve the tuition reimbursements for February 2024.

**WYOMING AREA SCHOOL DISTRICT
SCHEDULE FOR TUITION
REIMBURSEMENT
FEBRUARY, 2024**

EMPLOYEE NAME		AMOUNT TO BE REIMBURSED
BALUCHA	KERIANN	\$600.00
BUGELHOLL	TERRI	\$900.00
DILEO	NICOLE	\$600.00
DOUGLAS	CATHERINE	\$1,200.00
GLATZ	MARJORIE	\$600.00
HANCZYC	ALAN	\$300.00
HINES	JENNIFER	\$300.00
HIZYNSKI	CHRISTOPHER	\$600.00
HUGHES	ALEXANDRA	\$600.00
KLAPROTH	MICHELLE	\$300.00
LEMONCELLI	ROBERT	\$600.00
LOPRESTO	DANIELLE	\$300.00
MACDOUGALL	MARGUERITE	\$600.00
MARTINO	SARAH	\$600.00
MOSCATELLI	CARLA	\$300.00
ROMAN	NANCY	\$300.00
SELENSKI	JENNIFER	\$1,500.00
SPEECE	JASON	\$600.00
STEVENS	MARIAH	\$600.00
VIGLIONE	ERIN	\$300.00
WARNEK	JOHN	\$600.00
WOMELSDORF	DOUGLAS	\$600.00
WYSOCKI	LAUREN	\$300.00
		<u>\$13,200.00</u>

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Finance Report

- (10.) Approve Attorney Thomas Campenni, Rosenn Jenkins & Greenwald LLP, to provide services to Wyoming Area School District regarding intellectual property matters, pending approval by the school solicitor.
- (11.) Approve the Settlement Agreement and Release for student #3002737, pending approval by the school solicitor.
- (12.) Approve revised contract with HUDL for services, pending approval by the school solicitor and business manager.
- (13.) Approve the following payments:

Vendor	Invoice	Amount	Location	Description
Mark Whitehead Electrical Contractor	App#5	\$4,057.38	JFK	Electrical Const.
CM3 Building Solutions	App#3	<u>83,497.50</u>	WASD	HVAC "non ESSER"
Total: 87,554.88				

- (14.) Approve to ratify the agreement between Wyoming Area School District and Summit Fire & Security (formally Triguard) for cellular/network monitoring services for fire alarm systems for Secondary Center, Kindergarten Center and Primary Center. (The Intermediate Center is already covered).
- (15.) Approve the general ledger account:

Bill Listing: February 2024	1,048,440.19	
Prepays: January 2024	<u>109,981.82</u>	1,158,422.01
Cafeteria Account:	83,686.03	
Athletic Account:	<u>5,570.27</u>	<u>89,256.30</u>
Total:		1,247,678.31

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, Title III and Title IV) have been 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 the Agreement Regarding Waiver of Expulsion Hearing and Free Appropriate Public Education Stipulation for student #3000287, pending approval by the school solicitor.
3. Accept, with regret, Brenda Bitters letter of intent to retire as an elementary teacher effective on or about March 1, 2024.
4. Approve the request of employee #20408, Professional Teacher, to take a maternity leave of absence effective on or about April 19, 2024 with an anticipated return date of August 21, 2024 or the beginning of the 2024-2025 school year.
5. Approve to continue the appointment of Alexandra Arndt as a long term substitute teacher, 3rd grade, through the 2nd semester of the 2023-2024 school year.
6. Approve the appointment of Megan Guarilia as a long term substitute special education teacher, retroactive to September 9, 2023 through the end of the 2023-2024 school year, at the step placement Bachelors +6, Step 4, \$43,065.00 (pro-rated according to the duration of assignment).
- (7) Approve the appointment of _____ as Assistant Principal of Discipline.**
- (8.) Approve the appointment of _____ as Special Education Teacher.**
- (9.) Approve the appointment of _____ as Special Education Teacher.**

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

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Activities Report

1. Approve the request of Maria Sabatini, Wyoming Area Lacrosse Parents Association, to hold the following fundraisers:
 - Movie Night - 2/25/24
 - Boden Sale – 3/30/24
2. Approve the request of Nikki Milcavage, Wyoming Area Intermediate Center PTO, to hold the following fundraisers:
 - Pizza Certificate Sale with Booyah Burgers – 3/6/24 through 4/3/24
 - Apparel Sale – Moved from March. Sale will begin 4/3/24 through 5/5/24
3. Approve the request of Karen Donati, Wyoming Area Baseball Parents Association, to hold a Gettin' Piggy with it Meat Raffle fundraiser starting March 12, 2024 through May 28, 2024.
- (4.) Approve the request of Michael Crane, Wyoming Area Football Parents Association, to hold a Night at the Races fundraiser on Saturday, April 6, 2024. Doors open at 6:30 p.m. at Corpus Christi Parish hall.**
- (5.) Approve the request of Mindy Stevens, Wyoming Area Kindergarten Primary Center PTO, to hold a VIP and Me dance fundraiser for K-3 at the Primary Center cafeteria, Thursday, April 25, 2024, 4:00 p.m. to 8:00 p.m., pending approval by the building principal and food service director.**

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

1. Approve to rescind the appointment of Donna Ragle as a 4 hour cafeteria employee.
- (2.) Approve the appointment of _____ as a 7 hour cafeteria employee.
- (3.) Approve the request of Kelly Bone, Tiny Learners Learning Center, to rent the Primary Center auditorium/cafeteria and music room to hold their Spring show on Saturday, April 6, 2024, 9:00 a.m. to 2:00 p.m., pending approval by the building principal and food service director. The organization may also be responsible for a custodian and security fees.

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Policy Report

1. Approve the second reading and adoption of revised and new policies of volume V of 2023:

Policy 200: Enrollment of Students

Policy 202: Eligibility of Nonresident Students

Policy 217: Graduation

Policy 254: Educational Opportunity for Military Children (new policy)

Policy 626: Attachments

Policy 810: Transportation

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

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Bids Report

1. Approve to authorize the secretary to advertise for bids for the purchase and removal of certain pieces of district property including, but not limited to:

- Epson Projectors
- 1 Cross Country 18 Ft. Trailer
- 1 12 Ft. Trailer
- 1 Snow Plow (Plow Only)
- 4 Snow Blowers (Troy Bilt – Parts Only)
- Interactive Whiteboards

Motion by _____, second by _____, to accept the bids report.
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Police Report

Wyoming Area Police Department
Monthly Report for January 2024
Total Calls for Service

<u>CODE</u>		<u>COUNT</u>
0690	Theft – Reports	1
2400	Disorderly Conduct	7
2450	Harassment	7
2601	Use of Tobacco in Schools	2
2690	All Other Offenses - Reports	2
2910	Lost/Missing Property	2
3400	Mental Health	1
3870	Medical Emergency	1
3900	Traffic & Parking Problems	2
4090	Non-Criminal - Reports	7
4091	Custody Dispute	1
5004	Lost & Found – Found Articles	1
7001	911 Hangup	1
7016	Follow Up Information	3
7504	Assist Other Agencies – Other Police	2
S2S	Safe-2-Say Reports	2
TRUA	Compulsory School Attendance	5
Total		47