

Wyoming Area School District  
Regular Meeting of the Wyoming Area Board of Education  
252 Memorial Street, Pennsylvania, 18643  
Tuesday, February 25, 2025, 7:00 p.m.

AGENDA

Pledge of Allegiance

Roll Call

Communications Report

Approval of Minutes: Combined Meeting of January 21, 2025

Superintendent's Report

Solicitor's Report

Student Representative's Report

Treasurer's Report

New Business

Finance Report

Education Report

Activities Report

Building Report

Policy Report

Police Report

Open Discussion

Adjournment



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Communications Report

1. Luzerne Intermediate Unit #18 submitting their meeting minutes of December 18, 2024.
2. West Side Career & Technology Center Joint Operating Committee submitting their minutes of December 19, 2024.
3. The Pennsylvania Department of Education notified the Wyoming Area School District that the resolution and proposed tax rates for the 2025-2026 school year submitted by the school district the increase for all proposed tax rates is less than or equal to the school district's index. Wyoming Area School District may not increase any tax rate by more than its index when preparing the final budget required by Section 687 of the School Code.
4. Maria Sabatini, Wyoming Area Lacrosse Parents Association, requesting permission to hold a fundraiser.
5. Carolyn Galenty, Wyoming Area Lady Warriors Softball Parents Association, requesting permission to hold fundraisers.
6. Kim Gittens, Wyoming Area Intermediate Center PTO, requesting permission to hold fundraisers.
7. Employee #360 submitting a letter of intent to retire.
8. Employee #2825 requesting an extension to a medical leave of absence.
9. Attorney Bill Anzalone requesting permission to hold the UNICO All-Star Charity Football Game at the stadium.
10. Employee #841 requesting permission to take a medical leave of absence.
11. Right to Know Request submitted for feasibility studies performed by Wyoming Area School District during the years January 1, 2022 to February 3, 2025.
12. Employee #1570 requesting permission to take a medical leave of absence.
13. Sharon Hollister, Wyoming Area Music Sponsors requesting to hold a fundraiser.

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Communications Report

14. Employee #8250 submitting a letter of intent to retire.
15. Nikki Milcavage, Wyoming Area boys Basketball Parents Association, requesting permission to hold a fundraiser.
16. Employee #20508 requesting permission to take a maternity leave of absence.
- (17.) Kim Gittens, Wyoming Area Intermediate Center PTO, requesting permission to hold a fundraiser.**
- (18.) Samantha Keska, MSW, Luzerne Intermediate Unit #18, on behalf of the Wyoming Area Community and School Based Behavioral Health Program, requesting permission to use the Primary Center gym, cafeteria, classrooms and outside playground area to run an in-person mental health summer program.**
- (19.) Right to Know Request submitted for a list of schools Wyoming Area School District paid for tuition for private school placement for students pursuant to an IEP for 2023-2024, the number of students attending each school and total amount of tuition paid to each school.**

**Summary of Applications Received**  
**Elementary - 2**

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**Treasurer's Report**

|  |                            |               |
|--|----------------------------|---------------|
| Peoples Security Bank & Trust                  | General Fund               | 2,437,206.09  |
| Peoples Security Bank & Trust                  | Payroll Account            | 6,840.19      |
| Peoples Security Bank & Trust                  | Cafeteria Account          | 30,045.37     |
| Peoples Security Bank & Trust                  | Student Activities Account | 159,421.89    |
| Peoples Security Bank & Trust                  | Athletic Fund Account      | 5,363.41      |
| Peoples Security Bank & Trust                  | Purchasing Account         | 498.15        |
| Pennsylvania Local Government Investment Trust | General Fund Account       | 148,728.07    |
| Peoples Security Bank & Trust                  | Series 2022 GON Account    | 888,264.77    |
| Peoples Security Bank & Trust                  | Money Market Account       | 10,215,766.50 |

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 Finance Report

1. Received the following checks:

Berkheimer Income Tax

|                       |            |
|-----------------------|------------|
| Earned Income Tax     | 125,928.18 |
| Local Services Tax    | 1,311.83   |
| Per Capita Tax        | 712.60     |
| Delinquent Per Capita | -          |
|                       | 4,960.36   |
| Total:                | 132,912.97 |

State & Federal Subsidy Payments

|                                   |              |
|-----------------------------------|--------------|
| School District Special Education | 314,643.00   |
| ARP ESSER III                     | 999,977.24   |
| ARP ESSER 7%                      | 56,524.03    |
| Cyber Charter Transition          | 83,224.00    |
| Stronger Connections Grant        | 20,841.16    |
|                                   | 20,841.16    |
| Total:                            | 1,475,209.43 |

Local Real Estate Transfer Tax

|                |           |
|----------------|-----------|
| Luzerne County | 54,756.61 |
| Wyoming County | 3,887.02  |
|                | 3,887.02  |
| Total:         | 58,643.63 |

2. Approve the February payment of \$82,733.06 to the Luzerne Intermediate Unit in accordance with the terms of the approved contract for Special Education Services and other related services for the 2024-2025 school year.
3. Approve the February payment of \$4,958.33 to the Luzerne Intermediate Unit for the Lighthouse Academy Dual Diagnosis Services for 2024-2025 school year.
4. Approve to ratify the February payment of \$69,742.73 to the West Side Career & Technology Center for the 2024-2025 school year.
5. Approve to approve the 2025-2026 Luzerne Intermediate Unit #18 General Operating Budget.

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6. Approve the Agreement between Wyoming Area School District and Wyoming Valley Alcohol and Drug Services, Inc. effective February 2025 through the end of the 2024-2025 school year.
7. Approve the appointment of Bob Dellarte, Golden Photo Studio, as Official Yearbook Photography Studio for the 2025-2026 school year.
8. Approve a refund of \$188.99 to Fox Ridge Abstract for realty transfer tax that was mistakenly collected by the Luzerne County Recorder of Deeds.
9. Approve credit adjustments effective February 1, 2025.

| <b>Wyoming Area School District<br/>Credit Adjustments<br/>Effective February 1, 2025</b> |             |      |      |      |                     |
|---|-------------|------|------|------|---------------------|
| Name  |             | From | To   | Step | Increase            |
| BALUCHA   | KERIANN     | M+12 | M+18 | 6    | \$ 874.00           |
| HIZYNSKI  | CHRISTOPHER | M+54 | M+60 | 10   | \$ 1,482.00         |
| KASA  | JACQUALYN   | B+18 | B+24 | 4    | \$ 1,104.00         |
| KRAVITSKY   | JANINE      | M+24 | M+36 | 8    | \$ 2,361.00         |
| SLACK   | KAILA       | B+24 | M    | 6    | \$ 4,274.00         |
| SOLANO-MCGARRY  | SARAH       | B+24 | M    | 6    | \$ 4,274.00         |
| <b>TOTAL</b>  |             |      |      |      | <b>\$ 14,369.00</b> |

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 Finance Report

10. Approve tuition reimbursements for February 2025:

**WYOMING AREA SCHOOL DISTRICT  
 SCHEDULE FOR TUITION  
 REIMBURSEMENT  
 FEBRUARY, 2025**

| <b>EMPLOYEE NAME</b> |             | <b>AMOUNT TO BE REIMBURSED</b> |
|----------------------|-------------|--------------------------------|
| BALUCHA              | KERIANN     | \$600.00                       |
| BEALLA               | AMI         | \$900.00                       |
| CEFALO               | JOSETTE     | \$600.00                       |
| HIZYNSKI             | CHRISTOPHER | \$600.00                       |
| HUGHES               | ALEXANDRA   | \$600.00                       |
| JENSEN               | MARIAH      | \$600.00                       |
| KASA                 | JACQUALYN   | \$1,200.00                     |
| KRAVITSKY            | JANINE      | \$1,200.00                     |
| MATOSKY              | JULIE       | \$600.00                       |
| ROMAN                | NANCY       | \$300.00                       |
| SELENSKI             | JENNIFER    | \$300.00                       |
| SOLANO-MCGARRY       | SARAH       | \$300.00                       |
| WAGNER               | COURTNEY    | \$900.00                       |
| VIGLIONE             | ERIN        | \$600.00                       |
| WEBER                | AMY         | \$300.00                       |
|                      |             | \$9,600.00                     |

11. Approve a proposal from Pennoni to provide AHERA and lead drinking water consulting services for the Wyoming Area School District for the 2024-2025 school year, pending final approval by the Superintendent and District Solicitor.

**(12.) Approve the Settlement Agreement and Release for student #3000122 pending final written approval by the Superintendent and District Solicitor.**

**(13.) Approve addendum to the CM3 contract to include the following options pending approval by the Superintendent, Business Manager and District Solicitor:**

\_\_\_\_\_

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Finance Report

**(14.) Approve a proposal from Pennoni to provide Asbestos Abatement Project Management services for the Wyoming Area School District for the Summer 2025 Project, pending final approval by the Superintendent and District Solicitor.**

**(15.) Approve the general ledger report:**

|                             |                   |                     |
|-----------------------------|-------------------|---------------------|
| Bill Listing: February 2025 | 1,266,881.62      |                     |
| Prepays: January 2025       | <u>208,777.92</u> | 1,475,659.54        |
| Cafeteria Account:          | 114,769.46        |                     |
| Athletic Account:           | <u>9,496.63</u>   | <u>124,255.09</u>   |
|                             | <b>Total:</b>     | <b>1,599,914.63</b> |

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 2024-2025 school year. Anyone desiring information regarding these programs, contact Dr. Jon Pollard, Superintendent, at the District's Business Office.
2. Approve the Teacher Induction Plan.
3. Approve to continue the appointment of Christianna Masher as long term substitute retroactive to January 28, 2025 through the end of the 2024-2025 school year.
4. Approve an extension to a medical leave of absence for employee #2825 to April 4, 2025.
5. Approve the request of employee #841 to take a medical leave of absence effective March 10, 2025 to the end of the 2024-2025 school year.
6. Approve the request of employee #1570 to take a medical leave of absence effective March 1, 2025 to the end of the 2024-2025 school year.
7. Approve the revised professional substitute list.
- (8.) Approve contract for Michael Fasciana as a school psychologist to August 1, 2025.**
- (9.) Approve the appointment of Robert Lemoncelli as Business Technology Chairperson for the 2024-2025 school year.**
- (10.) Approve the step placement of long term substitute, Christine Leandri, at Masters, Step 4, \$52,437.00. (pro-rated according to the duration of assignment).**
- (11.) Approve to amend the school calendar as an early dismissal on April 25, 2025.**
- (12.) Approve the after school program pending enrollment.**
- (13.) Approve the step placement of temporary professional employee, Olivia Gatto, at Masters, Step 4, \$52,437.00. (Pro-rated according to the duration of assignment).**

Motion by \_\_\_\_\_, second by \_\_\_\_\_, to accept the Education Report.  
Roll Call:

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Activities Report

1. Approve the request of Attorney Bill Anzalone to hold the 2025 UNICO All-Star Charity Football Game at the stadium on Friday, May 30, 2025.
2. Approve the request of Kim Gittens, Wyoming Area Intermediate Center PTO, to hold the following fundraisers:
  - 6<sup>th</sup> grade Sweetheart Dance – 2/18/25
  - Community Night at the Penguins – (joint event with WAKPC PTO) 3/22/25
  - Community Night Booyah Bites – 4/6/25
3. Approve the request of Maria Sabatini, Wyoming Area Lacrosse Parents Association, to hold a Memorial Day Raffle fundraiser starting March 3<sup>rd</sup> to May 3, 2025.
4. Approve the request of Carolyn Galenty, Wyoming Area Lady Warriors Softball Parents Association, to hold the following fundraisers:
  - Apparel sale in March 2025
  - Pittston Popcorn and Fudge Easter sale in March 2025
  - Booyah Nights – 4/13, 4/14/ and 4/15/25
  - Mother’s Day Purse Raffle – April & May 2025
  - Car Wash – A&A Auto, Exeter – 5/3/25
5. Approve the request of Sharon Hollister, Wyoming Area Music Sponsors, to hold a Designer Purse Bingo fundraiser February 1, 2026, 8 a.m. to 8 p.m., at the Secondary Center cafeteria, with a snow date of February 15, 2026, pending approval by the building principal and food service director.
6. Approve the request of Nikki Milcavage, Wyoming Area Boys Basketball Parents Association, to sell blocks for the final four & championship games for March madness.

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- (7.) Approve the following appointments of assistant coaches and volunteer coach for the 2024-2025 Spring sports season, pending final submission of paperwork:

**Track & Field**

Lou DeMark      Assistant Coach  
Nico Sciandra    Jr. High Coach  
**Frank Braccini    Jr. High Coach**

**Softball**

**Cassidy Graham    Volunteer**

- (8.) Approve the request of Kim Gittens, Wyoming Area Intermediate Center PTO, to have a Community Night at the Railriders fundraiser on Saturday, April 26, 2025.

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

1. Accept, with regret, employee #360 submitting a letter of intent to retire as a paraprofessional effective June 6, 2025.
2. Approve the revised support personnel substitute list.
3. Accept, with regret, employee #8250 submitting a letter of intent to retire as clerical aide effective February 28, 2025.
4. Approve the request of employee #20508 to take a maternity leave of absence effective March 17, 2025 with an anticipated return date of May 5, 2025.
- (5.) Approve the request of Samantha Keska, MSW, Luzerne Intermediate Unit #18, on behalf of the Wyoming Area Community and School Based Behavioral Health Program, to use the Primary Center gym, cafeteria, classrooms and outside playground area to run an in-person mental health summer program, Monday through Thursday, June 23, 2025 to August 8, 2025, 9am to 12pm., pending approval by the building principal.**

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

1. Approve the following revised policies and attachments to policies:

Policy #237 Electronic Devices. (Second Reading)

Policy #610 Purchases Subject to Bid/Quotation.

Policy #611 Purchases Budgeted.

Attachment: Procurement-Federal Programs to policy #626 Federal Fiscal Compliance.

Attachment: Title I Parent and Family Engagement to policy #918 Title I Parent and Family Engagement.

Motion by \_\_\_\_\_, second by \_\_\_\_\_, to accept the Policy Report.  
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**Police Report**

**Wyoming Area Police Department  
 Monthly Report for January 2025  
 Total Calls for Service**

| <u>CODE</u> |  | <u>COUNT</u>   |
|-------------|--|--|
| 0452        | Threat Assessment                      | 1  |
| 2400        | Disorderly Conduct                     | 1  |
| 2450        | Harassment                             | 4  |
| 2601        | Use of Tobacco in Schools              | 2  |
| 2664        | All Other Offenses – All Other (Misc.) | 4  |
| 3100        | Motor Vehicle Accidents                | 2  |
| 3400        | Mental Health                          | 2  |
| 3610        | Disturbances - Juvenile                | 2  |
| 4090        | Non-Criminal – Reports                 | 4  |
| 7504        | Assist Other Agencies – Other Police   | 1  |
| 7506        | Assisting Other Agencies – All Others  | 1  |
| S2S         | Safe-2-Say Reports                     | 6  |
| TRUA        | Compulsory School Attendance           | 7  |
|             | <b>Total</b>                           | <hr style="width: 100px; margin-left: auto; margin-right: 0;"/> 37 |