

**WILKES-BARRE AREA CAREER & TECHNICAL CENTER
BOARD OF EDUCATION-JOINT OPERATING COMMITTEE**

**January 22, 2024
AGENDA**

5:00 p.m. - Executive Session

5:30 p.m. - Board of Education-J.O.C.
Public Meeting

- 1) Call to Order Mrs. Tennesen
- 2) Pledge to the Flag
- 3) Roll Call Mr. Evans
- 4) Approval of Minutes of December 18, 2023 as received via email and postal mail
- 5) Communication from Citizens on Agenda Items Only
- 6) Treasurer's Report Mrs. McCurdy
- 7) Committee Reports:
 - a. Finance Committee Report Mrs. McCurdy
 - b. Building Committee Report Mrs. McCurdy
 - c. Solicitor's Report Attorney Wendolowski
Attorney Bufalino
 - d. Personnel Committee Report Mr. M. Quinn
 - e. Practical Nursing Report Mrs. Tennesen
- 8) Administrative Director's Report Dr. Guariglia
Administrative Director
- 9) Old Business
- 10) New Business
- 11) Communication from Citizens
- 12) Adjournment

**WILKES-BARRE AREA CAREER & TECHNICAL CENTER
BOARD OF EDUCATION-JOINT OPERATING COMMITTEE**

**January 22, 2024
AGENDA**

FINANCE COMMITTEE REPORT

1. Approval is requested to renew the Barracuda Archiver 350 for one (1) year in the amount of \$4,080.00 effective from Feb. 17, 2024 through Feb. 16, 2025.
2. Approval is requested for annual membership for Anthony Ciliberto, Masonry Instructor in the Masonry Instructors Association in the amount of \$80.00 from January 1, 2024 through December 31, 2024.
3. Approval is requested for payment to Wilmington Trust Fee Collections for period December 15, 2023 to December 14, 2024 in the amount of \$2,500.00.
4. Approval is requested for the proposal from Stone Gate Associates, LLC to perform Emergency Management Consulting Services for Plan Development at a cost not to exceed \$7,000.00 as per print-out in Board Members folders.
5. Approval is requested for the updated procurement plan for procuring goods and services for use in the Child Nutrition Programs. Purchases more than the Federal small purchase threshold (currently valued at \$250,000) these procurement procedures will be followed as per print-out in Board Members folders.

Informational Items:

New Bid Thresholds

The new bid thresholds established for 2024 are as follows:

Purchases and contracts below \$12,600 require no formal bidding or written/telephonic quotations.
Purchases and contracts between \$12, 600 and \$23, 200 requires three written/telephonic quotations.
Purchases and contracts over \$23,200 require formal bidding.

BUILDING COMMITTEE REPORT

1. Building Superintendent's Report:
 - NRG changed the current transducer on the supply fan for the RTU-5 rooftop unit in the LPN department.
 - Maintenance replace 2-120-volt receptacles and a 2-pole breaker for the Auto Body Shop.
 - Maintenance installed new Teflon guides for the door on the dishwasher in the Culinary Arts kitchen.
 - Maintenance replaced the squeegee rubbers and checked the operation on the floor scrubber machines.

SOLICITOR'S REPORT

Items of Board Interest.

PERSONNEL COMMITTEE REPORT

1. Ratification is requested for approval since the last Board Meeting for George Albright a salary grade change from Step 11 Column C to Step 11 Column D of the current Professional Employees Collective Bargaining Agreement Salary Schedule.
2. Approval is requested to add Raymond Fedor, Wilkes-Barre to the approved teacher substitute list for the 2023-2024 school year.
3. Approval is requested for George Albright to attend the Pesticide Conference on January 18, 2024 at the Woodlands and on February 8, 2024 at Shady Maple. Cost is \$95.00 registration and mileage according to policy.
4. Approval is requested to accept the intent to retire from Cheryl Thomas, Teacher Associate in Child Care effective the last day of the 2023-2024 school year as per letter in Board Member folders.
5. Approval is requested to accept the request for a sabbatical leave for John Quinn, instructor effective January 22, 2024 through June 3, 2024 according to the current Professional Employees Collective Bargaining Agreement.
6. Approval is requested to add Erica Kogoy, Larksville to the approved 2023-2024 teacher substitute list with the submission of all required paperwork.

PRACTICAL NURSING AND HEALTH CAREERS REPORT

1. Approval is requested for the renewal of our membership with Simple Nursing from 02/01/2024-02/01/2025 for \$1,000.00. Simple Nursing is an online resource available to our 5 full-time instructors which provides nursing students with the knowledge and resources to support with NCLEX exam prep and e-learning.
2. Approval is requested for the renewal of our student liability insurance offered by A.M.B.A (formerly Mercer Consumer). Total fee \$2,255.00 for a 1-year term running 04/01/2024-04/01/2025.

PRACTICAL NURSING AND HEALTH CAREERS REPORT CONTINUED**Reporting Finances per approved budget**

ATI Nursing Education Complete Package payments are being processed. Payments 2 and 3 of 4. This annual testing software is part of the Practical Nursing Budget previously approved by the J.O.C. Board. Added to the agenda for reporting finances to the board.

Cohort 130 Level II – payment 2 of 4 for \$9,371.25

Cohort 129 Level III – payment 3 of 4 for \$8,478.75

Total: \$17,850.00

Payment 2 of 2 for \$2,380.70 for Term 2 of our ExamSoft contract is being submitted in January 2024. This is part of the contract renewal approved by the JOC board in August 2022. This is a 2-year contract/full support package with ExamSoft Worldwide LLC for \$10,398.20. Service dates are 08/29/2022 to 08/28/2024. Added to the agenda for reporting finances to the board.

Informational Items:

- Spring 2024 class start date Tuesday, March 5th. New student orientation will be held Monday, February 26th.

ADMINISTRATIVE DIRECTOR'S REPORT

1. Ratification is requested for approval since the last Board meeting to renew Interplay Learning LM EDU from Interplay Learning Inc. for a variety of the shops at a cost of \$12,600.00 for a period of December 2, 2023 to December 1, 2024.

Informational Items

- January is ***School Director Recognition Month*** in Pennsylvania, a time to recognize the valuable contributions of our school directors, and we should all be grateful for their public service.

Student Information

- The **Skills USA** students competed in the Skills Competition on December 8, 2023 in Hazleton for Team Works at Johnson College on December 12, 2023 and at LCCC on January 4-5, 2024 and the results are as follows:

December 8, 2023 Hazleton Team Works 4th Place

Bily Gil Acosta	Plumbing	Wilkes-Barre Area
Connor Anderton	Carpentry II	Crestwood
Gauge Burnett	Masonry	Crestwood
Logen Misiewicz	Electrical	Gr. Nanticoke Area

ADMINISTRATIVE DIRECTOR'S REPORT CONTINUED**Skills USA Continued****December 13, 2022****Johnson College****2nd Place**

Bethany Aberant	Diesel Equipment Technology	Diesel/Wilkes-Barre Area
Raymond Myers	Welding	Welding/Crestwood
Gavin Tommaselli-Wilson	Carpentry	Carpentry I/Wilkes-Barre Area

5th Place

Maxwell Davis	Cabinet Making	Carpentry I/Crestwood
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Luzerne County Community College**January 4/5, 2024****1st Place**

Noah Calloway	Criminal Justice	Law Enforcement/Pittston
Michael Giamber	Crime Scene Investigation	Law Enforcement/Pittston
Lindsey Gustas	Crime Scene Investigation	Law Enforcement/Crestwood
Yabdiel Velazquez-Figueroa	Crime Scene Investigation	Law Enforcement/Riverside
Kylie (Kai) Vanosdol	Masonry	Masonry/Pittston
Xavier Vargas -Murillo	Culinary Arts	Culinary Arts II/Wilkes-Barre Area

2nd Place

Jeremy Cour	Electrical Construction Wiring	Electrical/Wilkes-Barre Area
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3rd Place

Stephanie Kucharski	Early Childhood Education	Child Care/Old Forge
Natalia Gonzales	Health Knowledge Bowl	Health Assistance/Old Forge
Kristene Hall	Health Knowledge Bowl	Health Assistance/Hanover
Sierra Ripka	Health Knowledge Bowl	Health Assistance/Gr. Nanticoke

4th Place

Ivery Credle	Baking and Pastry Arts	Culinary II/Wilkes-Barre Area
Dustin Burd	Plumbing	Plumbing/Wilkes-Barre Area

5th Place

Kayelynn Endrusick	Esthetics	Cosmetology II/Pittston
Lily Hughes	Esthetics	Cosmetology II/Crestwood

All First Place Winners will now move on to the State Competition in Harrisburg