

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

**January 23, 2023
AGENDA**

4:30 p.m. - Executive Session

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

- 1) Call to Order Mr. Mahle
- 2) Pledge to the Flag
- 3) Roll Call Mr. Evans
- 4) Election of Chairperson
- 5) Election of Vice Chairperson
- 6) Establish Solicitor's Fee for 2023
- 7) Appointment of a Solicitor/s
- 8) Approval of Minutes of December 19, 2022 as received via email and postal mail
- 9) Communication from Citizens on Agenda Items Only
- 10) Treasurer's Report Mr. M. Quinn
- 11) Committee Reports:
 - a. Finance Committee Report Mr. M. Quinn
 - b. Building Committee Report Ms. McCurdy
 - c. Solicitor's Report Attorney TBD
 - d. Personnel Committee Report Mr. M. Quinn
 - e. Practical Nursing Report Ms. Tennesen
- 12) Administrative Director's Report Dr. Guariglia
Administrative Director
- 13) Old Business
- 14) New Business
- 15) Communication from Citizens
- 16) Adjournment

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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, 2023 through Feb. 16, 2024.
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, 2023 through December 31, 2023.
3. Approval is requested for payment to Wilmington Trust Fee Collections for period December 15, 2022 to December 14, 2023 in the amount of \$2,500.00.
4. Request approval to solicit bids for Full-Service-Food Service Management Company (FSMC) following the RFP process provided by PDE, Division of Food and Nutrition (DFN) for the 2023-2024 school year with an option for renewal up to four years.

Informational Items:

New Bid Thresholds

- The new bid thresholds established for 2023 are as follows:

	<u>2023</u>	<u>2022</u>
Bids	\$22,500.00	\$21,900.00

BUILDING COMMITTEE REPORT

1. Building Superintendent's Report:
 - Maintenance changed all the filters, greased and oiled the bearings on all of the heating and air-conditioning units.
 - Maintenance installed new soap dispensers throughout the building.
 - Maintenance repaired the watering system in the greenhouse.
 - Maintenance serviced the exhaust fan for the welding booths.
 - Custodians are cleaning, sanitizing and fogging the shops and classrooms.

SOLICITOR'S REPORT

Items of Board Interest.

PERSONNEL COMMITTEE REPORT

1. Ratification is requested for approval since the last Board Meeting for David Zaykoski, Drafting Instructor to travel to STEMM Academy at Scranton High School to observe and interact with the laser engraver and other machines to incorporate into the program at the WBACTC. Cost is mileage only according to policy.
2. Approval is requested to appoint _____ as Night-Shift Custodian effective _____ at Step ____ of the Support Personnel Collective Bargaining Agreement with the submission of all required paperwork.
3. Approval is requested to appoint _____ to Day-Shift Utility Custodian effective _____ at Step ____ of the Support Personnel Collective Bargaining Agreement with the submission of all required paperwork.
4. Approval is requested for Phil Rodzon, Residential Instructor and Christopher George, Carpentry Instructor to attend the 31st Annual PHRC Housing Conference to be held March 1st and 2nd, 2023 at the Penn Stater Hotel and Conference Center at a cost of \$378.00(2) registration, hotel \$114.00 (2) plus taxes, meals and mileage according to policy.
5. Approval is requested to add Ethan Lazowski, Pittston to the approved Custodial substitute list for the 2022-2023 year with the submission of all required paperwork.

PRACTICAL NURSING AND HEALTH CAREERS REPORT

1. Approval is requested for payment 1 in the amount of \$2,318.40 for Term 1 of our ExamSoft contract being submitted the month of January 2023. This is part of the renewal approval from August 2022 JOC meeting for the 2-year contract/full support package with ExamSoft Worldwide LLC in the amount of \$10,398.20. Service dates are 08/29/2022 to 08/28/2024.
2. Approval is requested for ATI Nursing Education Complete Package payments are being processed. Payments 2 and 3 of 4. This is annual testing software, part of the Practical Nursing Budget previously approved by the JOC board. Added to the agenda for reporting finances to the board.
 - a. Cohort 128 Level II – payment 2 of 4 - \$7,586.25
 - b. Cohort 127 Level III – payment 3 of 4 – \$6,693.75

Total: \$14,280.00

ADMINISTRATIVE DIRECTOR'S REPORT

- 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.

ADMINISTRATIVE DIRECTOR'S REPORT CONTINUED**Student Information**

- **Drafting Students** competed in an ornament contest held on November 30, 2022 by Cimquest Manufacturing customers across a few states. The results are as follows:

J-Da Toribio	1st Place	Wilkes-Barre Area	Received a \$300 Amazon Card
			Her ornament was printed and sent to her
Ryan Starr	Competed	Pittston	He received a printed ornament for his participation

- The **Skills USA students** competed in the Skills Competition on December 13, 2022 at Johnson College and January 5, 2023 at LCCC and the results are as follows:

December 13, 2022 **Johnson College****1st Place**

Khalik Petty	Masonry/W-B Area	
Kansas Troy	Diesel/Northwest	
Dakota Leach	Law Enforcement/W-B Area	
Michael Reilly	Law Enforcement/Crestwood	
Brian Rivera	Law Enforcement/W-B Area	
Manny Soto	Culinary Arts II/W-B Area	Commercial Baking

3rd Place

Jamison Jones	Precision Machines/W-B Area	
Kylie Vanosdol	Masonry/Pittston	Job Demonstration

Luzerne County Community College **January 5, 2023****1st Place**

Elianny Torres	Cosmetology/Crestwood
Jacie Roebuck	Culinary Arts/W-B Area
William Kucharski	Electrical/Old Forge

2nd Place

Jacob Abplanalp	Law Enforcement/Old Forge
Lindsay Gustas	Law Enforcement/Crestwood
Yabdiel Velazques-Figueroa	Law Enforcement/Riverside
Latayia Johnson	Cosmetology/W-B Area
Esteses Vergara-Sosa	Cosmetology/W-B Area
Lauren Cole	Culinary Arts/Old Forge

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