

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

**January 27, 2025
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 16, 2024 as received via email and postal mail
- 5) Communication from Citizens on Agenda Items Only
- 6) Treasurer's Report Mr. Atherton
- 7) Committee Reports:
 - a. Finance Committee
Mr. Atherton, Chairperson
Mr. M. Quinn
Ms. Harris
Mr. Breese
 - b. Building Committee
Ms. McCurdy, Chairperson
Mr. Faust
Mr. M. Quinn
Mr. Hyder
 - c. Solicitor's Report
Attorney Wendolowski
Attorney Bufalino
 - d. Personnel Committee Report
Mr. M. Quinn, Chairperson
Mr. Evans
Mr. Atherton
Ms. McCurdy

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Committee Reports Continued:

e. Practical Nursing Report

Mr. M. Quinn, Chairperson
Mr. Evans
Mr. Hyder
Ms. Chaytor-Zugarek

f. Safety Committee

Mr. Evans, Chairperson
Mr. Faust
Mr. Breese
Mr. Adonizio

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 27, 2025
AGENDA**

FINANCE COMMITTEE REPORT

1. Approval is requested to renew the Barracuda Archiver 350 for one (1) year in the amount of \$5,000.00 effective from Feb. 17, 2025 through Feb. 16, 2026.
2. Approval is requested for annual membership for Anthony Ciliberto, Masonry Instructor in the Masonry Instructors Association in the amount of \$100.00 from January 1, 2025 through December 31, 2025.
3. Approval is requested for payment to Wilmington Trust Fee Collections for period December 15, 2024 to December 14, 2025 in the amount of \$2,500.00.
4. Approval is requested to renew Interplay Learning LM EDU from Interplay Learning Inc. for a variety of the shops at a cost of \$13,216.00 for a period of December 2, 2024 to December 1, 2025.
5. Approval is requested for payment to Raymond Wendolowski, Esq. (Fellerman & Ciarimboli) in the amount of \$1,715.00 for legal services from November 1, 2024 through November 30, 2024.

Informational Items:

New Bid Thresholds

The new bid thresholds established for 2025 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, 800 requires three written/telephonic quotations.
Purchases and contracts over \$23,800 require formal bidding.

BUILDING COMMITTEE REPORT

1. Building Superintendent's Report:
 - Maintenance replaced a bad receptacle for Nutrition Inc. down at the Dodson school.
 - Maintenance repaired the floor in the Childcare classroom.
 - Maintenance replaced the hot water electronic control valve on J-18 air-handler unit.
 - Maintenance installed a 208 volt/1 phase/20 amp. receptacle for the new machine in the Diesel shop.

SOLICITOR'S REPORT

Approval is requested for the Collective Bargaining Agreement between The Joint Operating Committee of the Wilkes-Barre Area Career and Technical Center and the Wilkes-Barre Area Career and Technical Center Educational Support Professionals Association ESP-PSEA-NEA effective July 1, 2024 to June 30, 2029 as per hand-out in Board Members folders.

PERSONNEL COMMITTEE REPORT

1. Approval is requested for George Albright to attend the Pesticide Conference on January 31, 2025 Reading, PA and on February 18, 2025 in Lancaster, PA. No cost.
2. Approval is requested for George Albright, Horticulture Instructor to attend the PSEA Board Meeting on January 31, 2025 in Harrisburg, PA. No cost.

PRACTICAL NURSING AND HEALTH CAREERS REPORT**Informational Items:**

- Per a letter received on January 15, 2025, by the State Board of Nursing (Board), the Practical Nursing Program at the Wilkes-Barre Area CTC remains on the Board's list of Approved Practical Nursing Education Programs, with **Full Approval** status.
- Spring 2025 class start date Monday, March 10th. New student orientation will be held Tuesday, February 25th.

ADMINISTRATIVE DIRECTOR'S REPORT

1. Approval is request for the First Reading of Three for the Finance Policy No. 626 as follows per hand-out in Board Members folders:

No. 626

Section: Finances

Title: Federal Fiscal Compliance

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.

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

The **Skills USA students** competed in the Skills Competition on December 10, 2024 at Johnson College on January 9, 2025 at LCCC on January 16, 2025 at Lackawanna CTC and on January 23, 2025 the Team Works portion was held at the Wilkes-Barre Area CTC. Please see the hand-out in Board Members folder.

Student Information

- Cosmetology II students on December 5th, 19th, 2024 and on January 23, 2025 participated in a volunteering service of doing hair and nails for the residents at Allied Services locations in Wilkes-Barre.
- Law Enforcement students had a presentation by Old Forge FD, Jacpb Abplanalp on the opportunities for students.
- Cosmetology II students traveled to Salon Centric in Edwardsville to observe new techniques and products.
- Cosmetology I students observed a demonstration and opportunities by Alex Schwartz of Pretty In A Minute.
- Health Assistant students listened to job duties and opportunities from Tyler Jenkins an EMT in Hanover.