

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

**March 16, 2026
AGENDA**

4:30 p.m. – Safety Committee
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 January 26, 2026 as received via email and postal mail

- 5) Communication from Citizens on Agenda Items Only

- 6) Treasurer’s Report Ms. Harris

- 7) Committee Reports:
 - a. Finance Committee
Ms. Harris, Chairperson
Mr. M. Quinn
Mr. Hyder
Mr. Breese

 - b. Building Committee
Ms. McCurdy, Chairperson
Mr. Faust
Mr. M. Quinn
Mr. Hyder

 - c. Solicitor’s Report
Attorney Wendolowski
Attorney Dean

 - d. Personnel Committee Report
Mr. M. Quinn, Chairperson
Mr. Evans
Ms. Harris
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. Hyder

8) Administrative Director's Report

Dr. Guariglia
Administrative Director

9) Old Business

10) New Business

11) Communication from Citizens

12) Adjournment

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FINANCE COMMITTEE REPORT

1. Approval is requested to pay those teachers who request to receive their salary in a lump sum, according to the contract payable in June, 2026.
2. Approval is requested to renew the participation in the PDE's Community Eligibility Program for the 2026-2027 school year. Eligible schools participating in the lunch and breakfast programs may choose to offer free breakfast and lunch to all students in high poverty areas.
3. Approval is requested to renew the Food Service Management Contract to Nutrition Group for July 1, 2026 – June 30, 2027. Year three (3) of the four (4) year RFP. Cost per meal is \$3.8295 (approx.) as per hand-out in Board Members folders.
4. Approval is requested for payment of legal services by Ray Wendolowski, Solicitor (Fellerman & Ciarimboli) in the amount of \$2,881.00 from January 1, 2026 through January 31, 2026.
5. Approval is requested for payment of legal services by Jack Dean, Solicitor (Elliott Greenleaf & Dean) in the amount of \$817.60 from January 1, 2026 through January 31, 2026.
6. Approval is requested for the 2024-2025 audit report as submitted by Brian T. Kelly CPA & Associates, LLC.
7. Approval is requested to award the purchase of lithium-ion UPS and network power equipment through the PEPPM program to ePlus Technology, Inc. for the FY2026 E-Rate Category 2 network infrastructure upgrade. The total project cost is \$43,576.49; however, with the 85% E-Rate discount and use of the SPI reimbursement method, the WBACTC's estimated local share is \$6,536.47.

BUILDING COMMITTEE REPORT

1. Building Superintendent's Report:
 - Cintas inspected our fire suppression systems in the kitchen and the Auto Body spray paint booth.
 - Maintenance repaired the wall HVAC unit in the Co-Op office. We replaced the main power wires and cleaned the coils. We also insulated and framed around the unit.
 - Maintenance replaced the shaft and brushes on the broom for the Bobcat.
 - Maintenance replaced the relay on the Culinary Arts classroom lights.

SOLICITOR'S REPORT

Items of Board Interest

PERSONNEL COMMITTEE REPORT

1. Ratification is requested for approval since the last Board meeting for Justin Wall, Math Instructor to attend the "Coaching Clinic" on February 19, 2026-February 20, 2026 in Atlantic City. There is no cost.
2. Ratification is requested for approval since the last Board meeting for a Memorandum of Understanding (MOU) between the Wilkes-Barre Area Career and Technical Center and the Wilkes-Barre Area Career and Technical Center Education Association to hire Dan Panaway as Culinary Arts Instructor at Step 2 Column A and all accompanying CBA benefits effective February 6, 2026 as MOU in Board Members folders.
3. Approval is requested for David Joyce, Cooperative Education/FBLA Advisor to attend the PA FBLA State Conference at the Hershey Lodge on April 12, 13, 14, 15, 2026. There is no cost to the school.
4. Approval to accept, with regret, the retirement letter of Administrative Director Dr. Anthony C. Guariglia, effective July 22, 2026, and to extend the Joint Operating Committee's sincere appreciation for his years of dedicated service to the Wilkes-Barre Area Career & Technical Center.

PRACTICAL NURSING AND HEALTH CAREERS REPORT

1. Approval is requested to hire Kristin Eggert, Harding to the Practical Nursing Part-time list for the 2025-2026 school year pending all required paperwork.
2. The Practical Nursing Program is in the process of renewing the student liability insurance provided by A.M.B.A. (formerly Mercer Consumer). The total fee for this insurance is \$2,260.00 for a one-year term, which will run from April 1, 2026, to April 1, 2027. This expense was included in the Practical Nursing Program Budget previously approved by the JOC board. It has been added to the agenda for financial reporting to the board.

Informational Items:

- Classes for the new level will begin on March 9th. At that time, we will have three active classes in attendance.

ADMINISTRATIVE DIRECTOR'S REPORT

1. Approval is requested for the 2026-2027 School Calendar as per hand-out in Board Members folders.
2. Approval is requested for the Policy Clearances/Backgrounds as per hand-out in Board Members folders.
3. Approval is requested for the Wilkes-Barre Area CTC to continue inclusion in the Endorsed Trades Program backed by the Pennsylvania Builders Association and National Association of Home Builders renew Carpentry, Plumbing, Electrical, HVAC, Masonry and add Drafting, Welding, Diesel, Horticulture. The cost per program is \$275.00 for a total of \$2,475.00.

Informational Item

- The Northeast Building Trades Career Fair will be held on Tuesday, March 31, 2026. All are invited to attend.
- The Child Care Center had an unannounced monitoring/inspection conducted on January 31, 2026. As a result of the inspection there were no violations observed.

Student Information**Congratulations**

Madison Sauers Diesel Mechanics Gr Nanticoke Area 12th Grade LCCC Presidents' List Fall 2025

Congratulations

Corey Michael Checefsky Computer Information Technology Wilkes-Barre Area 11th Grade

6th Place State Microsoft Excel in Certiport's Microsoft Office Specialist State Championship

- Cosmetology I students participated in a presentation by Anthony Gallo from Pretty In A Minute on techniques and opportunities on February 3, 2026.
- Diesel Students observed a presentation by Aaron Genevese a representative from Talen Acquisition Partner Mid-Atlantic Region on February 10, 2026.
- Steve Tippins, Barber Brothers held a presentation on February 23, 2026 for the Cosmetology I students.
- Culinary I & II classes observed a demonstration by Erica Hollack, and the Sushi Team from Wegman's on February 26, 2026.