

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

OCTOBER 16, 2023

AGENDA

- | 5:00 p.m. Executive Session | 5:30 p.m. Board of Education
Public Meeting |
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| I. Call to Order | Mrs. Tennesen |
| II. Pledge to the Flag | |
| III. Sunshine Act Reading | Mrs. Tennesen |
| IV. Roll Call | Mr. Evans |
| V. Approval of the Minutes of the Regular Meeting of September 18, 2023 as received via email and postal service. | |
| VI. Communication from Citizens (Agenda Items Only) | |
| VII. Treasurer's Reports: | Mrs. McCurdy |
| a. Finance Committee Report | Mrs. McCurdy |
| b. Building Committee Report | Mrs. McCurdy |
| c. Solicitor's Report | Attorney
Attorney Wendolowski |
| d. Personnel Committee Report | Mr. M. Quinn |
| VIII. Practical Nursing Report | Mrs. Tennesen |
| IX. Administrative Director's Report | Dr. Guariglia
Administrative Director |
| X. Old Business | |
| XI. New Business | |
| XII. Communication from Citizens | |
| XIII. Adjournment | |

**WILKES BARRE AREA CAREER & TECHNICAL CENTER
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FINANCE COMMITTEE REPORT

1. Approval is requested for membership in the 2023-2024 Pennsylvania Cooperative Education Association (PCEA) for David Joyce, Diversified and David Vnuk, Capstone in the amount of \$50.00 each.
2. Approval is requested to renew the Synergis Learning portal annual license fee for the Drafting Program for one-year October 8, 2023 through October 8, 2024 at a cost of \$199.00.

BUILDING COMMITTEE REPORT

- Maintenance repaired the a/c unit for the Head-Start area and replaced the condensing motor, contactor and capacitor.
- Maintenance repaired a row of fluorescent lights in the Marketing classroom. Also, replaced the motion sensor, relay and a couple of ballast.
- Maintenance replaced the shampoo station for the Cosmetology class.
- Maintenance replaced all of the filters and greased the bearings on all of the H.V.A.C. units throughout the building.
- Mechanical Service replaced half of the tubes in boiler #1. Then performed a burn off to get the oil off the new tubes and put boiler #1 in service.

SOLICITOR'S REPORT

Items of Board Interest

PERSONNEL COMMITTEE REPORT

1. Approval is requested for Dave Joyce, Co-Op Instructor to attend the PAC&TA Conference at the Penn Stater Hotel on October 17th, 18th, 2023.
Cost is room/board one night (\$125.00/per night) \$180.00 registration, meals and mileage according to policy.
2. Approval is requested for a salary grade change for Alycia Stefanoski, Academic Resource Instructor from Step 6 Column B to Step 6 Column F of the current Professional Employees Collective Bargaining Agreement Salary Schedule.
3. Approval is requested for a salary grade change for Valerie Chittalia, Guidance Counselor from Step 22 Column F to Step 22 Column L of the current Professional Employees Collective Bargaining Agreement Salary Schedule.

PERSONNEL COMMITTEE REPORT CONTINUED

4. Approval is requested for a salary grade change for Annastasia Barsh, Practical Nursing Instructor from Step 4 Column C to Step 4 Column F of the current Professional Employees Collective Bargaining Agreement Salary Schedule.
5. Approval is requested for a salary grade change for Chris Slusser, Warehouse Instructor from Step 5 Column A to Step 5 Column B of the current Professional Employees Collective Bargaining Agreement Salary Schedule.
6. Approval is requested for a salary grade change for Megan Bartuska, School Nurse from Step 9 Column G to Step 9 Column I of the current Professional Employees Collective Bargaining Agreement Salary Schedule.
7. Approval is requested for Dr. Anthony Guariglia, Administrative Director to attend ApprenticeshipPA Collaborative and Expo at the Hershey Lodge on November 13, 14, 2023 at the Penn Stater Hotel and Conference Center. Cost is mileage only according to policy.
8. Approval is requested for Anthony Cibello, Academic Resource Instructor, Chris George, Carpentry Instructor and Jill King, Special Education Instructor to attend the Conference on Integrated Learning: The School-to Career Connection on November 8, 9, 10, 2023 at the Penn Stater Hotel and Conference Center. Cost is registration, hotel and mileage paid with Perkins funds.
9. Approval is requested to add the following substitutes to the approved list for the 2023-2024 school year as follows:
 - a. Ronald Paskiewicz, Blakeslee Teacher
 - b. Rosalba Paskiewicz, Blakeslee Teacher
 - c. Mary Ann Toole, Pittston Teacher and School Nurse
10. Approval is requested for David Zaykoski, Drafting Instructor to attend a FFF3D Printing Event at Cimquest Headquarters in Branchburg, NJ on October 18, 2023. Cost is mileage only according to policy.
11. Approval is requested for David Zaykoski, Drafting Instructor to attend the Synergis University SU23 Professional Development on October 19, 2023 in Bethlehem, PA. Cost is mileage only according to policy.
12. Approval is requested to appoint _____ as Auto Mechanic I Instructor at Step ____ Column ____ of the current Professional Employees Collective Bargaining Agreement effective October 20, 2023 with the submission of all required paperwork.

PRACTICAL NURSING REPORT

1. Ratification is requested for approval since the last board meeting for testing with Harrington Onsite Drug Testing on 9/19/23 and 9/21/23 for the Freshman Class 130 at a cost of \$1,995.00.

Information Items

- Practical Nursing Program will be hosting their Fall 2023 Career Fair on Wednesday, October 25, 2023 from 12:00 P.M. to 1:30 P.M. This event will be held at the Practical Nursing Program. There will be a total of 69 students attending. Flyer attached.

ADMINISTRATIVE DIRECTOR'S REPORT**Informational Items:**

- The first meeting of the Occupational Advisory Committees for the 2023-2024 school year will be held tonight with a dinner and then break-out meetings in the shop areas.
- Law Enforcement students participated in promotion interviews for the class by Troopers Lakkis & Bibla on September 28, 2023.
- Diesel students participated in the Isuzu 2023 Mock Competition & Job Fair on October 5, 2023 at the Isuzu Center of Excellence Training Center, Pittston. They met Isuzu Dealer Representatives, learned about possible job opportunities and observed Team USA practice for Japan.

STUDENT PROJECTS

The Horticulture Program participated in the Bloomsburg Fair Competitions and the results are as follows:

All students competed in the Adult Class Level in Horticulture.

<u>Name</u>	<u>Sending School</u>	<u>Placing</u>	<u>Category</u>
Ivan Morris	Pittston Area	3 rd Place	Bonsai Tree
Arleny Rodriguez	Pittston Area	4 th Place	English Ivy
Julia Brandenburg	Wilkes-Barre Area	2 nd Place	Philodendron