

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

**OCTOBER 17, 2022**

**AGENDA**

- | <b>5:00 p.m. Executive Session</b>  | <b>5:30 p.m. Board of Education<br/>Public Meeting</b> |
|---|--|
| I. Call to Order  | Mr. Mahle  |
| II. Pledge to the Flag  |  |
| III. Sunshine Act Reading   | Mr. Mahle  |
| IV. Roll Call   | Mr. Evans  |
| V. Approval of the Minutes of the Regular Meeting of September 14, 2022 as received via email and postal service. |  |
| VI. Communication from Citizens (Agenda Items Only)   |  |
| VII. Treasurer's Reports:   | Mr. M. Quinn   |
| a. Finance Committee Report   | Mr. M. Quinn   |
| b. Building Committee Report  | Ms. McCurdy  |
| c. Solicitor's Report   | Attorney<br>Attorney Wendolowski                       |
| d. Personnel Committee Report   | Mr. M. Quinn   |
| VIII. Practical Nursing Report  | Ms. Tennesen   |
| IX. Administrative Director's Report  | Dr. Guariglia<br>Administrative Director               |
| X. Old Business   |  |
| XI. New Business  |  |
| XII. Communication from Citizens  |  |
| XIII. Adjournment   |  |

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**FINANCE COMMITTEE REPORT**

1. Approval is requested to renew the membership for the Attendance/Child Accounting Professional Association of Pennsylvania (A/CAPA) for Bill Christian, IT Director in the amount of \$80.00.
2. Approval is requested for membership in the 2022-2023 Pennsylvania Cooperative Education Association (PCEA) for David Joyce, Diversified and David Vnuk, Capstone in the amount of \$50.00 each.
3. Approval is requested one (1) Course Management Drive 14<sup>th</sup> Edition of Milady Cosmetology from Cengage as an addition to Cosmetology books ordered in the summer in the amount of \$695.95.
4. Approval is requested to renew the assured inspection/maintenance agreement with TriState HVAC Equipment, LLC for three-years from December 1, 2022 through November 30, 2025 as per print-out in Board Members folders as follows:

1 <sup>st</sup> year	\$5,600.00
2 <sup>nd</sup> year	\$5,800.00
3 <sup>rd</sup> year	\$6,000.00
5. Approval is requested to renew the Synergis Learning portal annual license fee for the Drafting Program for one-year October 8, 2022 through October 8, 2023 at cost of \$199.00.

**BUILDING COMMITTEE REPORT**

- Maintenance replaced a ¾” ball valve on the main water line going to the greenhouse.
- Maintenance replaced the hydraulic spreader motor on the International dump truck.
- Maintenance repaired potholes on the roadways and parking lots.
- Maintenance repaired 2 exhaust fans in B hallway.
- Maintenance and Horticulture cut the grass and cleaned up the school grounds.

**SOLICITOR’S REPORT**

Items of Board Interest

**PERSONNEL COMMITTEE REPORT**

1. Ratification is requested for approval since the last Board Meeting for Mr. Dave Zaykoski, Drafting Instructor and Mr. Mike Pac, Machine Shop Instructor to attend the Tour of 3D Printing on September 20, 2022 at Cimquest Manufacturing, Branchburg, NJ. Cost is mileage only according to policy.
2. Ratification is requested for approval since the last Board Meeting for Mr. Dave Joyce, Co-Op Instructor to attend the PACEA Conference at the Penn Stater Hotel on October 13<sup>th</sup>, 14<sup>th</sup>, 2022. Cost is room/board two nights (\$112.00/per night) \$235.00 registration, meals and mileage according to policy.
3. Ratification is requested for approval since the last Board Meeting for Mr. Anthony Vestyck, Auto Body Instructor to travel to the Carlisle Car Show to locate 1976 Grand Prix Project literature and parts. Cost is mileage only according to policy.
4. Approval is requested for a salary grade change for Anthony Cibello, Headstart Instructor from Step 12 Column I to Step 12 Column K of the current Professional Employees Collective Bargaining Agreement Salary Schedule.
5. Approval is requested for a salary grade change for Justin Wall, Headstart Instructor from Step 5 Column B to Step 5 Column F of the current Professional Employees Collective Bargaining Agreement Salary Schedule.
6. Approval is requested for a salary grade change for Anastasia Barsh, Practical Nursing Instructor from Step 3 Column B to Step 3 Column C of the current Professional Employees Collective Bargaining Agreement Salary Schedule.
7. Approval is requested for a salary grade change for Donna Richmond, Practical Nursing Instructor from Step 4 Column C to Step 4 Column F of the current Professional Employees Collective Bargaining Agreement Salary Schedule.
8. Approval is requested for Anthony Ciliberto, Masonry Instructor to attend the Masonry Instructors Workshop on October 17, 2022 at the Berks County Career & Technology Center. Cost is mileage only.
9. Approval is requested for Mr. Dave Namey, Electrical Instructor to attend the PSEA Board of Directors and PSEA Career & Technical Education as follows:
 

September	16 <sup>th</sup>	Full-day	Feb. 3 <sup>rd</sup> , 24 <sup>th</sup>	Full-day
October	14 <sup>th</sup> , 21 <sup>st</sup>	Full-day	Apr. 21 <sup>st</sup>	Full-day
Nov. 30 <sup>th</sup>	Dec. 1 <sup>st</sup> , 2 <sup>nd</sup>	Full-days	May 17 <sup>th</sup> , 18 <sup>th</sup> , 19 <sup>th</sup> ,	Full-day
10. Approval is requested for Jennifer Haas, Business Manager to attend the PASBO “Elements of Human Resources Workshop” on-line at a cost of \$125.00.

**PERSONNEL COMMITTEE REPORT CONTINUED**

11. Approval is requested for Mr. Anthony Cibello, Academic Resource Instructor to attend the Integrated Learning Conference on November 3, 2022 at the Penn Stater Conference Center for Perkins Presentations. Cost is \$125.00 for conference covered by Perkins funding and mileage according to policy.
12. Approval is requested Mr. Dave Zaykoski, Drafting Instructor to attend the Synergis University 2022 on November 9, 2022 in Bethlehem, PA. Cost is mileage only according to policy.
13. Approval is requested for Dr. Anthony Guariglia, Administrative Director to attend the Conference on Integrated Learning: The School-to Career Connection on November 2, 3, 4, 2022 at the Penn Stater Hotel and Conference Center at a cost of \$190.00 plus mileage according to policy.
14. Approval is requested for John Kozerski, Guidance Counselor, Amy Patton, In-School teacher, Gina Walker, C.I.T. Instructor and Kate Reynolds, Marketing Instructor to attend the Conference on Integrated Learning: The School-to Career Connection on November 2, 3, 4, 2022 at the Penn Stater Hotel and Conference Center at a cost of \$190.00 each covered by Perkins funds plus mileage according to policy.

**PRACTICAL NURSING REPORT**

- Practical Nursing Program passed PA State Board of Nursing inspection on September 26, 2022.

**ADMINISTRATIVE DIRECTOR'S REPORT**

1. Approval is requested for the list of shop Occupational Advisory Committee Members for the 2022-2023 School year as per print-out in Board Members folders.

**Informational Items:**

- The first meeting of the Occupational Advisory Committees for the 2022-2023 school year will be held by shop instructor virtually by the end of October.
- At the recommendation of its Vice Presidents, Kevin and Helen McDonald, the Board of Directors of the Marquis George MacDonald Foundation, Inc. has approved a grant in the amount of \$1,000.00 to Wilkes-Barre Area Career and Technical Center.
- Diesel students participated in a presentation on September 8, 2022 by John Dieso a representative from Sherwood Freightliner on equipment and job opportunities.
- Steve Lenceski, a representative from Snap-On tools conducted a presentation for the H.V.A.C. students on September 14, 2022.
- The Culinary Arts students participated in a presentation from Zachary Whalen, a representative from the Culinary Institute of America (CIA) on September 30, 2022.

**ADMINISTRATIVE DIRECTOR'S REPORT****Informational Items Continued:****STUDENT PROJECTS**

The Horticulture Program participated in the Bloomsburg Fair Competitions at \$2.00 per participant and the results are as follows:

**2022-2023 Luzerne County Placings for Floriculture Leadership Development Event (LDE)**

<u>Name</u>	<u>Sending School</u>	<u>Placing</u>	<u>Category</u>
Macey Durofchal	Crestwood	1 <sup>st</sup> Place	Large Leaf Begonia
Daniel Kernan	Crestwood	3 <sup>rd</sup> Place	African Violet Red Bloom

**Joint Shop Project**

Please see in your folders and on the tables pictures of a joint effort to restore the 1932 Buick Model 97 4 Door Sedan modified in 1937 to "Johnnie's Garage Tow Truck" organized by Anthony Vestyck, Auto Body Instructor.