

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

OCTOBER 21, 2024

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 16, 2024 and the Special Meeting of October 1, 2024 as received via email and postal service. | |
| VI. | Communication from Citizens (Agenda Items Only) | |
| VII. | Treasurer's Reports: | Mr. Atherton |
| | a. Finance Committee Report | Mr. Atherton |
| | b. Building Committee Report | Mrs. McCurdy |
| | c. Solicitor's Report | Attorney Bufalino
Attorney Wendolowski |
| | d. Personnel Committee Report | Mr. M. Quinn |
| VIII. | Practical Nursing Report | Mr. M. Quinn |
| 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 2024-2025 Pennsylvania Cooperative Education Association (PCEA) for David Joyce, Diversified and David Vnuk, Capstone in the amount of \$50.00 each.
2. Approval is requested for payment to Mark Bufalino, Solicitor (Elliott Greenleaf & Dean) for legal services through August 31, 2024 in the amount of \$510.00.

Informational Items

First National Community Bank because of a merger, will now be referred to as Peoples Security Bank and Trust as of October 15, 2024.

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 a salary grade change for Donna Richmond, Practical Nursing Instructor from Step 6 Column F to Step 6 Column I of the current Professional Employees Collective Bargaining Agreement Salary Schedule.
2. Approval is requested for a salary grade change for Valerie Chittalia, Guidance Counselor from Step 18 Column L to Step 18 Column M of the current Professional Employees Collective Bargaining Agreement Salary Schedule.

PERSONNEL COMMITTEE REPORT CONTINUED

3. Approval is requested for a salary grade change for Amy Patton, ISS Instructor from Step 18 Column F to Step 18 Column G of the current Professional Employees Collective Bargaining Agreement Salary Schedule.
4. Approval is requested for a salary grade change for Jaime Lisman, Culinary Arts Instructor from Step 6 Column A to Step 6 Column B of the current Professional Employees Collective Bargaining Agreement Salary Schedule.
5. Approval is requested for a salary grade change for Michelle Oko, Cosmetology Instructor from Step 14 Column D to Step 14 Column E of the current Professional Employees Collective Bargaining Agreement Salary Schedule.
6. Approval is requested for a salary grade change for Chris Slusser, Warehouse Instructor from Step 6 Column B to Step 6 Column C of the current Professional Employees Collective Bargaining Agreement Salary Schedule.
7. 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 6, 7, 8, 2024 at the Penn Stater Hotel and Conference Center. Cost is registration, hotel and mileage paid with Perkins funds.
8. Approval is requested for Joe Lakkis Law Enforcement Instructor to attend a Security Training Conference at the Luzerne County EMA on November 13th and 14th, 2024. Cost is mileage only according to policy.

PRACTICAL NURSING REPORT

1. Ratification is requested for approval since the last Board meeting for Director Gail Holby, to attended the Administrator Day Conference of the Pennsylvania Association of Practical Nursing Administrators (PAPNA) held at State College, PA on 10/17/2024. The cost includes a registration fee of \$275.00. Reimbursement is requested for meals and mileage according to policy.
2. Approval is requested for the annual accreditation fee in the amount of \$3,100.00 for the period January 1 – December 31, 2025, with ACEN (Accreditation Commission for Education in Nursing).
3. Approval is requested to hire _____ as a Practical Nursing Instructor at Step ____ Column ____ of the Professional Employees Collective Bargaining Agreement effective January 2, 2025 with the submission of all required paperwork.
4. Approval is requested for testing with Harrington Onsite Drug Testing for freshman class #132 (37 students) for \$2,065.00.

PRACTICAL NURSING REPORT CONTINUED**Informational Items:**

- The Practical Nursing Program will be hosting its Fall 2024 Career Fair on Wednesday, October 23, 2024, 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 80 students attending. Flyer attached.
- The Practical Nursing Program will be celebrating the graduation of Class 130 on Friday, November 15th. This event will be held at the WBACTC Auditorium. Invitations are being distributed to JOC Board Members via email/mail.
- The Practical Nursing Program is hosting a clothing drive from October 7th to November 1, 2024, as part of a community health project. All proceeds will benefit Keystone Mission, a local agency that assists individuals in need from Wilkes-Barre and the surrounding areas. Flyer attached.

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

- The first meeting of the Occupational Advisory Committees for the 2024-2025 school year will be held tonight with a dinner and then break-out meetings in the shop areas.
- Law Enforcement students participated in presentation by Sgt. Gannon of the United States Marine Corps on military opportunities.
- Diesel students participated in the Isuzu 2024 Mock Competition & Job Fair on October 17, 2024 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>
Daniel Angel	Wilkes-Barre Area	2 nd Place	Geranium
Justin Rabe	Wilkes-Barre Area	1 st Place	Fiddle Leaf Fig
Reilly Mills	Pittston Area	1st Place	Philodendron
Michael Rabe	Wilkes-Barre Area	1 st Place	Red Palm Coraline
Ashley Rodriguez	Hanover Area	3 rd Place	Shamrock Plant
Nebula Newhart	Nanticoke Area	3 rd Place	Big Leaf Coleus
Nathan Amagon	Wilkes-Barre Area	2 nd Place	Kalanchoe