

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

**September 14, 2022  
AGENDA**

**5:00 p.m. - Executive Session**

**5:30 p.m. - Public Meeting**

- I. Call to Order . . . . . Mr. Mahle
- II. Pledge to the Flag
- III. Reading of the Pennsylvania Sunshine Act Mr. Mahle
- IV. Seating of New Member:  
  
Wilkes-Barre Area  
Mr. Warren F. Faust  
Complete Term of Mr. John Quinn, expires December 2023
- V. Roll Call . . . . . Mr. Evans
- VI. Approval of Minutes of August 15, 2022 as received by email and postal mail
- VII. Communication from Citizens (**agenda items only**)
- VIII. Treasurer's Report . . . . . Mr. M. Quinn
- IX. Committee Reports:
  - A. Finance Committee Report . . . . . Mr. M. Quinn
  - B. Building Committee Report . . . . . Ms. McCurdy
  - C. Solicitor's Report . . . . . Atty. Bufalino  
Atty. Wendolowski
  - D. Personnel Committee Report . . . . . Mr. M. Quinn
- X. Practical Nursing Report. . . . . Ms. Tennesen
- XI. Administrative Director's Report . . . . . Dr. Guariglia
- XII. Old Business
- XIII. New Business
- XIV. Communication from Citizens
- XV. Adjournment

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

**September 14, 2022**

**AGENDA**

**FINANCE COMMITTEE REPORT**

1. Approval is requested to renew membership for the International Association of Electrical Inspectors (IAEI) for the Electrical Shop in the amount of \$120.00 for one year which will expire on July 31, 2023.
2. Approval is requested to renew membership affiliation dues in the Pennsylvania FFA Association for the Horticulture Program for the 2022-2023 school year in the amount of \$540.00.
3. Approval is requested to renew the consulting actuary services with Conrad Siegel in the amount of \$5,000.00 as per proposal in Board folders.
4. Approval is requested for membership in the Association of Vocational Teacher's Educating (AVTEC) in Cosmetology for Ms. Karen Montante and Ms. Michelle Oko, Cosmetology Instructors in the amount of \$25.00 each for one year.
5. Approval is requested to accept the bid from Eastern Penn Supply, Co. Elkay ezH2O Refrigerated and filtered Surface Mount Bottle Filling Stations in the amount of \$980.00 (45) for a total of \$44,100.00 as per print-out in Board Members folders.
6. Approval is requested to pay dues for the Pennsylvania School Boards Association, Inc. as follows:

Standard Membership	\$1,575.00
Policy Maintenance	<u>\$1,250.00</u>
Total	\$2,825.00

**BUILDING COMMITTEE REPORT**

Building Superintendent Report:

- Johnson Controls inspected our fire alarm system.
- Maintenance repaired the 2" hot water line in the boiler room.
- Custodians and maintenance put all the desk and cabinets back in the Drafting Classroom.
- B&B Environmental and Mechanical unblocked the main drain in the Drafting Classroom. They also cleaned the 2 grease traps in the kitchen area.

**SOLICITOR'S REPORT**

Items of Board Interest

**PERSONNEL COMMITTEE REPORT**

1. Approval is requested to attend the Fall Association of Vocational Teacher's Educating (AVTEC) Meeting for Ms. Karen Montante, Instructor on November 21, 2022 at the Greater Altoona Career and Technology Center, Altoona. Cost is \$100.00 room, meal, and mileage according to policy.
2. Approval is requested to **re-appoint/appoint** the student organization advisors for the 2022-2023 school year at a stipend of \$1,300.00 as set in the current Collective Bargaining Agreement and **a monthly report is required to present to the J.O.C. Board of activities/programs** from all club advisors as follows:

<i>Family, Career and Community Leaders of America (FCCLA)</i>	<i>Nicole Barletta</i>
<i>Distributive Education Clubs of America (DECA)</i>	<i>Kate Reynolds</i>
<i>Driver's Certification</i>	<i>George Albright</i>
<i>Future Farmers of America (FFA)</i>	<i>George Albright</i>
<i>Health Occupations Students of America (HOSA)</i>	<i>Dr. Paul Newhart</i>
<i>Skills USA</i>	<i>Anthony Ciliberto</i>
<i>Students Against Destructive Decisions (SADD)</i>	<i>Megan Bartuska</i>
<i>National Technical Honor Society</i>	<i>John Kozerski</i>
<i>Future Business Leaders of America</i>	<i>David Joyce</i>
<i>National Association of Home Builders (NAHB)</i>	<i>Phil Rodzon</i>
<i>YES Program</i>	<i>Phil Rodzon</i>

3. Approval is requested for Mentor Teachers for the 2022-2023 school year at a stipend of \$1,300.00 as follows:
  - a. Mr. David Namey for Dr. Paul Newhart
  - b. Mr. David Joyce for Mrs. Jenn Mills
  - c. Mr. Ken Valaitis for Mr. Chris Willcox

**PRACTICAL NURSING REPORT**

1. Approval is requested for the annual accreditation fee for ACEN for the Practical Nursing Program for the period of January 1, 2023 through December 31, 2023 in the amount of \$2,875.00.
2. Approval is requested for ATI Nursing Education Complete Packages as follows:
  - a. Cohort 126 Level IV – payment 4 of 4 - \$11,156.25
  - b. Cohort 127 Level II – payment 2 of 4 – \$ 7,586.25
  - c. Cohort 128 Level I – payment 1 of 4 – \$ 8,925.00

**Total: \$27,667.50**

This is annual testing software, part of the Practical Nursing Budget. Added to the agenda for reporting finances to the board.

**ADMINISTRATIVE DIRECTOR'S REPORT**

1. Wilkes Barre Area Career & Technical Center received \$565,229.00 from Perkins Funding for the 2022-2023 and request as follows:

***ACTION REQUESTED: Motion: Approval for Administration to submit proposals to PDE for Perkins for the 2023-2024 school year. Funds will be distributed according to agreement of the five participating districts.***

2. Approval is requested to appoint the designated Trustees and the alternates to represent the WBACTC on the Northeast Pennsylvania School Districts Health Trust as follows:

Jennifer Haas, Business/Office Manager, Trustee Administration  
Joy Tetak-Adelstein, Business Office Alternate

John Kozerski, Instructor, Trustee Labor Representative  
Alternate TBD

**Informational Items:**

- The WBACTC has recently been awarded a grant for Security and Mental Health in the amount of \$140,000.00.