

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

September 18, 2023

MINUTES

The Board of Education-Joint Operating Committee for the Wilkes-Barre Area Career & Technical Center met Monday, September 18, 2023 at 5:30 p.m., at the school. Mrs. Megan Tennesen, Chairperson presided and called the meeting to order.

PLEDGE TO THE FLAG

The meeting opened with the Pledge of Allegiance to the Flag.

EXECUTIVE SESSION

Ms. Tennesen stated that an executive session was held prior to the regular meeting and reported as follows: Pursuant to the Pennsylvania Sunshine Act, the chair wishes to announce that at its regular meeting convened for general purposes on September 18, 2023, the Joint Operating Committee of the Wilkes-Barre Area Career & Technical Center went into closed or executive session at 5:00 p.m., and began the public meeting at 6:08 p.m. The subjects discussed in executive session related solely to matters of employee relations, labor negotiations, threatened and/or actual litigation.

SEATING OF NEW MEMBER

Hanover Area

Mr. Stephen Mahle

Complete Term of Mr. John Mahle, Jr., expires December 2023

ROLL CALL

Mr. Evans, Secretary called the roll. The following members were in attendance:

| | |
|------------------|--------------------|
| Lauren McCurdy | Crestwood |
| Martin Quinn | Pittston Area |
| Megan Tennesen | Gr. Nanticoke Area |
| Mark Atherton | Wilkes-Barre Area |
| Beth Anne Harris | Wilkes-Barre Area |
| Warren Faust | Wilkes-Barre Area |
| Ned Evans | Wilkes-Barre Area |
| Stephen Mahle | Hanover Area |

Absent:

| | |
|-------------------|-------------------|
| John Adonizio | Pittston Area |
| Rev. Shawn Walker | Wilkes-Barre Area |
| Stacy Haddix | Crestwood |

Others:

Anthony Guariglia, Administrative Director
Mark Bufalino, Solicitor
Chuck Yasinskas, Melone Company
Gail Holby, PN Coordinator/Director
Kevin Elmy, Maintenance Supervisor
William Christian, IT Coordinator
Frank Majikes, Principal

APPROVAL OF MINUTES

Mr. Faust moved to accept the minutes of August 21, 2023 as received by email and postal mail; Mr. Evans seconded and on a roll call vote with all members present voting, “aye,” the motion was unanimously approved.

TREASURER’S REPORT

Mrs. McCurdy, Treasurer, presented the Treasurer’s Summary for the months ending August 31, 2023, as follows:

Opening balance for the General Fund as of August 1, 2023 was \$326,221.34, August receipts were \$1,441,103.57, August disbursements were \$1,519,023.30, and the ending balance as of August 31, 2023, was \$248,301.61. Opening balance for the Equipment Reserve Fund was \$13,976.46, receipts were \$60.46, disbursements were \$0.00 and the ending balance was \$14,036.92. Opening balance for the Miscellaneous Funds was \$492,591.62 receipts were \$797.60, disbursements were \$123,459.00, and the ending balance was \$369,930.22. The Student Activities account’s opening balance was \$64,646.22, receipts were \$5,889.12, disbursements were \$12,405.60, and the ending balance was \$58,129.74. Also included in the members’ folders were a list of checks for approval and a list of cash receipts and cash disbursements for the month ended August 31, 2023.

Ms. McCurdy moved to accept the Treasurer’s Report; Mr. Evans seconded and on a roll call vote the members voted as follows: Mr. Atherton, “yes”; Ms. Tennesen; “yes”; Mr. M. Quinn, “yes”; Mr. S. Mahle, “yes”; Ms. McCurdy, “yes”; Mr. Evans, “yes”; Mr. Faust, “yes”; Ms. Harris, “yes.” The motion was approved.

FINANCE COMMITTEE REPORT

Ms. McCurdy, Finance Committee Chairman, reported as follows:

1. Approval was recommended 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, 2024.
2. Approval was recommended to renew membership affiliation dues in the Pennsylvania FFA Association for the Horticulture Program for the 2023-2024 school year in the amount of \$165.00.
3. Approval was recommended to renew the consulting actuary services with Conrad Siegel in the amount of \$5,000.00. 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 \$30.00 each for one year.

FINANCE COMMITTEE REPORT CONTINUED

4. Approval was recommended 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 |

5. Approval was recommended to advertise to bid a CS2520 Tractor with 3 attachments, a 48” loader, backhoe and a 60” mid mount mower for the Horticulture Shop approved by Perkins funds.

Ms. McCurdy moved to accept the Finance Committee Report; Mr. Atherton seconded and on a roll call vote the members voted as follows: Mr. S. Mahle, “yes”; Ms. McCurdy, “yes”; Ms. Harris, “yes”; Mr. Atherton, “yes”; Mr. Faust, “yes”; Ms. Tennesen, “yes”; Mr. Evans, “yes”; Mr. M. Quinn, “yes.” The motion was approved.

BUILDING COMMITTEE REPORT

Ms. McCurdy, Building Committee Chairman presented the following:

1. Cintas Fire Protection inspected our fire suppression systems in the kitchen and in our Auto Body spray paint booth.
2. TriState McQuay repaired the chiller. They replaced the VFD on the #1 fan.
3. Custodians finished stripping, sealing and waxing the floors in their areas.
4. Maintenance unblocked the garbage disposal drain in the kitchen area.
5. Maintenance and custodians removed the old bending machine in the Welding shop.

Ms. McCurdy moved to accept the Building Committee Report; Ms. Harris seconded and on a roll call vote the members voted as follows Mr. Evans, “yes”; Ms. McCurdy, “yes”; Ms. Harris, “yes”; Mr. Atherton, “yes”; Mr. Faust, “yes”; Ms. Tennesen, “yes”; Mr. S. Mahle, “yes”; Mr. M. Quinn, “yes.” The motion was approved.

SOLICITOR’S REPORT

Attorney Bufalino stated that there was no formal report.

PERSONNEL COMMITTEE REPORT

1. Approval was recommended to **re-appoint/appoint** the student organization advisors for the 2023-2024 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>TBA</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> |

2. Approval was recommended for the Fall/Winter Meetings of the PSEA Board of Directors for David Namey, Electrical Instructor as follows:

| | | | |
|--------------------|--------------------|----------------------|--------------------|
| September 8, 2023 | Board Meeting | Oct. 19-20, 2023 | PSEA/Tech Conf. |
| September 29, 2023 | PSEA CTE Dept. Mtg | Oct. 27, 2023 | PSEA CTE Dept. Mtg |
| October 13, 2023 | Board Meeting | Nov. 29, 30, Dec. 1. | PSEA Board Mtg |

3. Approval was recommended for Anthony Cibello, Instructor and John Kozerski, Guidance Counselor to attend the mandatory Perkins Regional Workshop on Oct. 4, 2023 at Johnson College. Cost is mileage only according to policy.
4. Approval was recommended to appoint Vincent Fellows, Plains as night-shift custodian at Step 1 of the Collective Bargaining Agreement effective September 22, 2023 and with the submission of all required paperwork.

Mr. M. Quinn moved to accept the Personnel Committee Report; Ms. Harris seconded and on a roll call vote the members voted as follows: Mr. S. Mahle, "yes"; Mr. Faust, "yes"; Mr. Evans, "yes"; Mr. Atherton, "yes"; Ms. Tennesen, "yes"; Ms. Harris, "yes"; Mr. M. Quinn, "yes"; Ms. McCurdy, "yes." The motion was approved.

PRACTICAL NURSING REPORT

Ms. Tennesen, Practical Nursing Committee Chairman reported the following:

1. Approval was recommended for the annual accreditation fee in the amount of \$2,975.00 for the period January 1 – December 31, 2024 with ACEN (Accreditation Commission for Education in Nursing).
2. Approval was recommended for ATI Nursing Education Complete Packages (testing software) as follows:
 - a. Cohort 128 Level IV – payment 4 of 4 - \$ 7,140.00
 - b. Cohort 129 Level II – payment 2 of 4 – \$10,710.00
 - c. Cohort 130 Level I – payment 1 of 4 – \$17,850.00

Total: \$35,700.00
3. Approval was recommended to accept the letter of intent to retire from Denise Zacher, Instructor as of December 2, 2023.
4. Approval was recommended for Gail Holby to attend the Pennsylvania Association of Practical Nursing Administrators (PAPNA) conference on October 5th, 2023, at the Country Inn & Suites State College, PA. Cost includes registration fee of \$150.00, meals and mileage according to policy.

Ms. Tennesen moved to accept the Practical Nursing Committee Report; Ms. McCurdy seconded and on a roll call vote the members voted as follows: Mr. Evans, “yes”; Mr. M. Quinn, “yes”; Mr. Faust, “yes”; Ms. Harris, “yes”; Ms. Tennesen, “yes”; Mr. Stephen Mahle, “yes”; Mr. Atherton, “yes”; Ms. McCurdy, “yes.” The motion was approved.

ADMINISTRATIVE DIRECTOR'S REPORT

Dr. Guariglia, Administrative Director reported as follows:

1. Wilkes Barre Area Career & Technical Center received \$433,201.00 from Perkins Funding for the 2023-2024 and request as follows:

ACTION REQUESTED: Motion: Approval for Administration to submit proposals to PDE for Perkins for the 2024-2025 school year. Funds will be distributed according to agreement of the five participating districts.

2. Approval was recommended 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
Anthony Cibello, Instructor Alternate

ADMINISTRATIVE DIRECTOR'S REPORT CONTINUED

3. Resolution in Memorandum of Mr. John Mahle, Jr.

**RESOLUTION IN MEMORIAM
John J. Mahle, Jr.**

Whereas, John J. Mahle Jr., was a respected member and current Chairman of the Wilkes-Barre Area Career & Technical Center Joint Operating Committee; and

Whereas, John J. Mahle Jr., was a respected 25-year member and current President of the Hanover Area School District Board of Education; and

Whereas, John J. Mahle Jr., shared a love for family with his wife of 47 years, Karen Perugino Mahle; sons, John Mahle and his wife, Jeanine; Stephen Mahle and his wife, Melissa; daughter, Vanessa Buckley; grandchildren, Kiana and John IV; sister, Bonita Mahle; nieces and nephews; and

Whereas, John J. Mahle Jr., was the son of the late John J. Mahle Sr. and Dolores Altavilla Mahle; and

Whereas, John J. Mahle Jr., was a graduate of Hanover High School, Class of 1973; and

Whereas, John J. Mahle Jr., served his country for 23 years in the U.S. Army, retiring as staff sergeant and was the recipient of the Meritorious Service Medal, Army Achievement Medal, Army Good Conduct Medal, Army Reserve Components Achievement Medal, National Defense Service Medal, Humanitarian Service Medal and the Armed Forces Reserve Medal; and

Whereas, John J. Mahle Jr., was a chairman of the Wyoming Valley Sanitary Authority Board; and

Whereas, John J. Mahle Jr., was very active in the community; and

Whereas, John J. Mahle Jr., was a friend to education; and

Whereas, John J. Mahle Jr., had a deep commitment to career and technical education; and

Whereas, John J. Mahle Jr., was past president and coach of the Ashley/Newtown Little League; and

Whereas, John J. Mahle Jr., was past president and coach of the Hanover Mini Hawks; and

Whereas, John J. Mahle Jr., was a past president of the Hanover Area Quarterback Club; and

Whereas, John J. Mahle Jr., was past vice commander of the Italian American War Veterans; and

Whereas, John J. Mahle Jr., was a member of the Disabled American Veterans; and

Whereas, John J. Mahle Jr., was a member of the Knights of Columbus; and

Be It Further Resolved, that this Resolution be spread upon the minutes of this meeting and a copy forwarded to his wife, Karen Perugino Mahle, as an expression of our condolences. Dated this ___ day of _____ 2023, and attested by the officers of the Joint Operating Committee and the Administrative Director, whose signatures are inscribed below.

4. Approval was recommended for the Occupational Advisory Committee Members per shop as follows:

**Occupational Advisory Committee
List by Shop
2023-2024**

AUDIO VISUAL COMMUNICATIONS**Scott Cannon****Video Innovations Prod.**

77 Girard Street Plymouth, PA 18709

videoinnovation@epix.net**Richard Charneski****WBRE-WYOU Videographer**

644 Tioga Ave Kingston, PA 18704

rcharneski@pahomepage.com**Colin Riccobon****Media Relations Lehigh Valley Airport**

278 East Grove Street Pringle, PA 18704

colinriccobon@yahoo.com**Thomas McHugh****Comm. Chairperson at LCCC**

1333 Prospect Street, Nanticoke, PA 18634

tmchugh@luzerne.edu**Rob Neyhard****WILK Radio/Former AV Comm Instructor at WBACTC**

56 Bidlack Street Forty Fort PA 18704

nairobinic@aol.com**Tom Gurzynski****Public-Media Relations Commonwealth /WBACTC Grad**

468 Northampton Street

Edwardsville, PA 18704

Tgurzynski@wvhcs.org**Mike Dennis****West Side CTC AV Comm. Instructor/WBACTC Grad**

38 North Street Courtdale, PA 18704

18634

mdennis@wsctc.net**Rod Jackson****WBRE-WYOU News Director**

62 South Franklin Street Wilkes-Barre, PA

rjackson@pahomepage.com**Auto Body****Nichole Little**

Adjuster

Allstate Insurance

Michelle Fuller

Lab Assistant

Lou Margantini

Partner

Margantini Automotive

Joe Dougherty

Sales

Colours Inc.

Mike Dutzar

WB Store Mgr.

Colours Inc.

Appraisals

Stan Zuczek

Owner

Stan's AutoBody

Jeff Magagna

Vice President

Quality Collision

John Deballa

Owner

Independence Damage

Juan Mata

Wholesale Manger

Advance Autoparts

Auto Mechanics

George Albright, III
Fork Lift Technician
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Mountain Top, PA 18707

Eric Hollock

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Carpentry and Millwork

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Michael George
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Linwood, PA 19061

610-656-5847

Robert Gilroy
2016 WBACTC Graduate
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Dominick Panetta
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Kenneth Werkhieser
Contractor/Owner
Kenneth Werkheiser Const.
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Derek Jankowski
2021 WBACTC Graduate

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Child Care Program**Jennifer Larkin, Co-Director**

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Lake Gemzik, Vice President/CAO

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Cosmetology I & II - Ms. Oko/Mrs. Montante**Dominique Oko**

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Ray Turner

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Todd Gorski

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Joseph Gurnari

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Gail Holby

Director of LPN Program
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Officer Tim Minnick

Plains Twp. PD

Al Zangardi

Probation Officer Juvenile

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Capt. Brian McNulty

SCI Frackville

Sgt. Phil Myers

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Chief Dan Hunsinger

Forty-Fort PD

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Informational Items:

- Joe Lakkis, Law Enforcement instructor attended an active shooter training program at the F.M. Kirby Center on August 30, 2023 for training of the Law Enforcement Students.

Mr. Faust: On the question: Dr. Guariglia, do you want to include that instructor?

Dr. Guariglia: Yes, we can but we do not have to as long as I have your permission to post I will. I will meet with the union president tomorrow and if we agree with the ten days, we will post. I will keep everyone informed.

Ms. Harris moved to accept the Administrative Director's Report; Mr. Evans seconded and on a roll call vote the members voted as follows: Ms. Tennesen, "yes"; Mr. Atherton, "yes"; Mr. S. Mahle, "yes"; Ms. McCurdy, "yes"; Mr. M. Quinn, "yes"; Mr. Faust, "yes"; Mr. Evans, "yes"; Ms. Harris, "yes." The motion was approved.

OLD BUSINESS

Mr. Faust: It was a please to see Dr. Guariglia testify in front of the Democratic Policy Hearing Committee and Apprenticeship on vocational schools. I believe we both provided testimony. It was good to hear of expansion of voc-tech and apprenticeships which is what we want.

Dr. Guariglia: I am working on grants to help fund these projects. It's good stuff, we have 1200 kids.

NEW BUSINESS

Ms. Tennesen: I would personally welcome you Stephen, we are going to miss your dad so much. We welcome you.

ADJOURNMENT

Ms. Tennesen moved to adjourn the meeting; Mr. Evans seconded and with all members present voting "aye" the meeting was adjourned.

Secretary