

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

**NOVEMBER 21, 2022**

**AGENDA**

- |   |   |
|---|---|
| <p><b>5:00 p.m. Executive Session</b></p>   | <p><b>5:30 p.m. Board of Education<br/>Public Meeting</b></p> |
| 1) Call to Order  | Mr. Mahle   |
| 2) Pledge to the Flag   |   |
| 3) Reading of the Pennsylvania Sunshine Act   | Mr. Mahle   |
| 4) Roll Call  | Mr. Evans   |
| 5) Approval of the Minutes of October 17, 2022 as received in the mail and via email. |   |
| 6) Communication from Citizens (agenda items only)                                    |   |
| 7) Treasurer's Reports:   | Mr. M. Quinn  |
| a. Finance Committee Report   | Mr. M. Quinn  |
| b. Solicitor's Report   | Attorney Jeckell<br>Attorney Wendolowski                      |
| c. Building Committee Report  | Ms. McCurdy   |
| d. Personnel Committee Report   | Mr. M. Quinn  |
| 8) Practical Nursing Report   | Ms. Tennesen  |
| 9) Administrative Director's Report   | Dr. Guariglia,<br>Administrative Director                     |
| 10) Old Business  |   |
| 11) New Business  |   |
| 12) Communication from Citizens   |   |
| 13) Adjournment   |   |

**WILKES BARRE AREA CAREER & TECHNICAL CENTER  
BOARD OF EDUCATION-JOINT OPERATING COMMITTEE  
November 21, 2022**

**AGENDA**

**FINANCE COMMITTEE REPORT**

1. Approval is requested to purchase from Allegheny Educational Systems, Inc. as follows:

MSSC-CLT Authorized Online Instructor Training	1	\$260.00
MSSC-CLT OpusWorks e-learning portal	1	<u>\$250.00</u>
<b>Total</b>		<b>\$510.00</b>

**Also, there will be an annual purchase of unlimited license fee for PDE Industry Certifications in the amount of \$1,000.00. Therefore, this year's total will be \$1,510.00.**

2. Approval is requested for payment to (Elliott Greenleaf) Attorney Kristyn Giarratano Jeckell for legal services rendered through September 2022 in the amount of \$204.00.
3. Approval is requested to renew with NetSupport School Maintenance for 12 months from February 1, 2023 to January 31, 2024 in the amount of \$1,051.45.
4. Approval is requested to accept the bid for the Chiller Maintenance Agreement from Tristate HVAC in the amount of \$17,400.00 as per bid results from opening on November 14, 2022 as per handout in Board Members folders.

**SOLICITOR'S REPORT**

Items of Board Interest

**BUILDING COMMITTEE REPORT**

Building Superintendent's report:

- Maintenance repaired several wall lights on the outside of the building.
- Maintenance installed an 18,000 BTU mini split air-conditioning unit in the kitchen area.
- Maintenance serviced half of the exhaust fans on the roof.

**Student Projects as an extension to classroom training**

- Masonry class put 3-3" holes in the walls behind the kitchen for the mini split a/c unit.
- Horticulture class and Kyle, Custodian cut the grass, raked the leaves and cleaned debris around the school grounds.

**PERSONNEL COMMITTEE REPORT**

1. Approval is requested to accept the resignation of Christopher Willcox Plumbing instructor effective immediately.
2. Approval is requested to accept the contingent notification to retire from Anthony Vestyck, Auto Body Instructor effective January 3, 2023 as per letter in Board Members folders.
3. Approval is requested to hire \_\_\_\_\_ as Plumbing Instructor at Step \_\_\_\_ Column \_\_\_\_ of the Professional Employees Collective Bargaining Agreement effective immediately.

**PRACTICAL NURSING REPORT**

1. Ratification is requested for approval since the last meeting for testing with Harrington Onsite Drug Testing on October 18, 2022 for Class 128 at a cost of \$1,380.00.

**Informational Items:**

- Practical Nursing Program Class of 126 will be graduating Friday, November 18, 2022. This event will be held at the WBACTC cafetorium. Invitations were distributed at the J.O.C. meeting held on October 17, 2022. All members are invited to attend.

**ADMINISTRATIVE DIRECTOR'S REPORT**

**Informational Items**

The year 4- senior Drafting Students participated in a Design Competition sponsored by Synergis Engineering Design Solutions. Students design a feature attached to a battle-bot using Autodesk Fusion 360. Form, Fit, and Function of their design was judged by professional consultants and engineers.

We are extremely proud to announce our team placed 2<sup>nd</sup>! And they earned \$100 Amazon gift card for their accomplishment.

**Congratulations to the team:**

Abagayle Glaush	Wilkes-Barre Area
Jayden Kirkpatrick	Hanover Area
Joel Javier	Wilkes-Barre Area

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

- On October 13, 2022, various students from school wide shops attended the Mericle Job Fair at the Center Point Job Fair building.
- Health Assistant students on October 21, 2022 participated in a presentation by Emily Buller, recruiter for the U.S. Navy on opportunities the Navy has for students entering the military.
- Cosmetology II students listen to a presentation by motivational speaker Debbie Steinairchner on all opportunities.
- On October 25, 2022 five (5) PA State Police Officers interacted with students in the Law Enforcement Program on tactics, education and opportunities available for them after graduation.
- Students participating/interested in the Lackawanna College PNG program traveled to Lackawanna College Tunkhannock and the drilling site to see hands-on working conditions to further their education and job opportunities in the oil industry.
- All shops/classes participated in a pumpkin decorating contest. Each shop a.m. and p.m. had the opportunity to design and build/decorate the pumpkin with materials from their shop program.
- Ron White, a representative from Sherwood Freightliner participated in a demonstration/presentation on November 3, 2022 pertaining to heavy equipment/work opportunities.
- The Law Enforcement students along with Joe Lakkis, Instructor and Eileen Brislin, Aide represented the WBACTC in the Wilkes-Barre City Veteran's Day Parade on Sunday, November 6, 2022.
- The Law Enforcement students participated in a "Kids First" WBRE TV Program highlighting the students and the program. The program will run on WBRE in the next couple of weeks.
- Horticulture students planted trees in Wilkes-Barre City to help with the beautification of the curb area in the city on November 10, 2022.