

**MWILKES-BARRE AREA CAREER & TECHNICAL CENTER  
BOARD OF EDUCATION-JOINT OPERATING COMMITTEE  
OCTOBER 16, 2023  
MINUTES**

The Board of Education-Joint Operating Committee for the Wilkes-Barre Area Career & Technical Center met Monday, October 16, 2023, at 5:30 p.m., in person and by ZOOM. 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**

Chairperson, Mrs. 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 October 16, 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 5:34 p.m. The subjects discussed in executive session related solely to matters of employee relations, labor negotiations, threatened and/or actual litigation.

**ROLL CALL**

In the absence of Mr. Evans, Secretary, Mr. S. Mahle called the roll. The following members were in attendance:

Lauren McCurdy	Crestwood	
Megan Tennesen	Gr. Nanticoke Area	
Stephen Mahle	Hanover Area	
John Adonizio	Pittston Area	
Warren Faust	Wilkes-Barre Area	(ZOOM)
Beth Anne Harris	Wilkes-Barre Area	(ZOOM)

**Absent:**

Stacy Haddix	Crestwood
Martin Quinn	Pittston Area
Rev. Shawn Walker	Wilkes-Barre Area
Mark Atherton	Wilkes-Barre Area
Ned Evans	Wilkes-Barre Area

**Others:**

Dr. Anthony Guariglia, Administrative Director  
Mark Bufalino, Solicitor  
Frank Majikes, Principal  
William Christian, Technology Coordinator  
Chuck Yasinkus, Albert B. Melone Company  
Kevin Elmy, Building Maintenance Supervisor

**APPROVAL OF MINUTES**

Mr. Adonizio moved to accept the minutes of the Meeting of September 18, 2023 as received via email and postal mail; Mrs. McCurdy seconded and with all members present voting “aye” the motion carried.

**TREASURER’S REPORT**

Mrs. McCurdy, Treasurer presented the Treasurer’s Summary for the month ending September 30, 2023 as follows:

Opening balance for the General Fund as of September 1, 2023 was \$248,301.61 September receipts were \$2,933,540.20, September disbursements were \$2,651,667.44, and the ending balance as of September 30, 2023, was \$530,174.37. Opening balance for the Equipment Reserve Fund was \$14,036.92 receipts were \$62.56 and the ending balance was \$14,099.48. Opening balance for the Miscellaneous Funds was \$369,930.22, receipts were \$336,383.71, disbursements were \$337,925.19, and the ending balance was \$368,388.74. The Student Activities account’s opening balance was \$58,129.74, receipts were \$5,252.49, disbursements were \$5,189.61, and the ending balance was \$58,192.62. 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 September 30, 2023.

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

**FINANCE COMMITTEE REPORT**

Mrs. McCurdy, Finance Committee Chairperson presented the following report:

1. Approval was recommended for membership in the 2023-2024 Pennsylvania Cooperative Education Association (PCEA) for David Joyce, Diversified and David Vnuk, Capstone in the amount of \$50.00 each.
2. Approval was recommended to renew the Synergis Learning portal annual license fee for the Drafting Program for one-year October 8, 2023 through October 8, 2024 at a cost of \$199.00.

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

**BUILDING COMMITTEE REPORT**

Mrs. McCurdy, Building Committee Chairperson, reported as follows:

- 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.

Mrs. McCurdy moved to accept the Building Committee Report; Mrs. Tennesen seconded and with all the members present voting “aye” the motion carried.

**SOLICITOR'S REPORT**

Attorney Bufalino stated that other than what was discussed in executive session there is no formal report.

**PERSONNEL COMMITTEE REPORT**

In the absence of Mr. M. Quinn, Personnel Chairman, Mr. Adonizio presented the following report:

1. Approval was recommended for Dave Joyce, Co-Op Instructor to attend the PAC&TA Conference at the Penn Stater Hotel on October 17<sup>th</sup>, 18<sup>th</sup>, 2023. Cost is room/board one night (\$125.00/per night) \$180.00 registration, meals and mileage according to policy.
2. Approval was recommended for a salary grade change for Alycia Stefanoski, Academic Resource Instructor from Step 6 Column B to Step 6 Column F of the current Professional Employees Collective Bargaining Agreement Salary Schedule.
3. Approval was recommended for a salary grade change for Valerie Chittalia, Guidance Counselor from Step 18 Column F to Step 18 Column L of the current Professional Employees Collective Bargaining Agreement Salary Schedule.
4. Approval was recommended for a salary grade change for Anastasia Barsh, Practical Nursing Instructor from Step 4 Column C to Step 4 Column F of the current Professional Employees Collective Bargaining Agreement Salary Schedule.
5. Approval was recommended for a salary grade change for Chris Slusser, Warehouse Instructor from Step 5 Column A to Step 5 Column B of the current Professional Employees Collective Bargaining Agreement Salary Schedule.

**PERSONNEL COMMITTEE REPORT CONTINUED**

6. Approval was recommended for a salary grade change for Megan Bartuska, School Nurse from Step 9 Column G to Step 9 Column I of the current Professional Employees Collective Bargaining Agreement Salary Schedule.
7. Approval was recommended for Dr. Anthony Guariglia, Administrative Director to attend ApprenticeshipPA Collaborative and Expo at the Hershey Lodge on November 13, 14, 2023 at the Penn Stater Hotel and Conference Center. Cost is mileage only according to policy.
8. Approval was recommended 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 8, 9, 10, 2023 at the Penn Stater Hotel and Conference Center. Cost is registration, hotel and mileage paid with Perkins funds.
9. Approval was recommended to add the following substitutes to the approved list for the 2023-2024 school year as follows:
  - a. Ronald Paskiewicz, Blakeslee Teacher
  - b. Rosalba Paskiewicz, Blakeslee Teacher
  - c. Mary Ann Toole, Pittston Teacher and School Nurse
10. Approval was recommended for David Zaykoski, Drafting Instructor to attend a FFF3D Printing Event at Cimquest Headquarters in Branchburg, NJ on October 18, 2023. Cost is mileage only according to policy.
11. Approval was recommended for David Zaykoski, Drafting Instructor to attend the Synergis University SU23 Professional Development on October 19, 2023 in Bethlehem, PA. Cost is mileage only according to policy.

Mr. Adonizio moved to accept the Personnel Committee Report; Mrs. McCurdy seconded and on a roll call vote the members voted as follows: Mr. Adonizio, "yes"; Mr. S. Mahle, "yes"; Ms. Harris, "yes"; Mrs. McCurdy, "yes"; Ms. Tennesen, "yes"; Mr. Faust, "yes." Motion passed by unanimous vote.

12. **Mr. Adonizio moved to appoint** Michael Nagy as Auto Mechanic I Instructor at Step 1 Column A of the current Professional Employees Collective Bargaining Agreement effective October 20, 2023 with the submission of all required paperwork at a salary of \$50,038.00.

Mr. Faust moved to accept the Item number 12 of the Personnel Committee Report; Mrs. McCurdy seconded and on a roll call vote the members voted as follows: Mr. Adonizio, "yes"; Mr. S. Mahle, "yes"; Ms. Harris, "yes"; Mrs. McCurdy, "yes"; Mrs. Tennesen, "yes"; Mr. Faust, "yes." Motion passed by unanimous vote.

**PRACTICAL NURSING REPORT**

Mrs. Tennesen, Practical Nursing Chairman presented the following report:

1. Ratification was recommended for approval since the last board meeting for testing with Harrington Onsite Drug Testing on 9/19/23 and 9/21/23 for the Freshman Class 130 at a cost of \$1,995.00.

**Information Items**

- Practical Nursing Program will be hosting their Fall 2023 Career Fair on Wednesday, October 25, 2023 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 69 students attending. Flyer attached.

Mrs. McCurdy moved to accept the Practical Nursing/Health Careers Committee Report; Mr. S. Mahle seconded and on a roll call vote the members voted as follows: Mr. Adonizio, "yes"; Mr. S. Mahle, "yes"; Ms. Harris, "yes"; Mrs. McCurdy, "yes"; Mrs. Tennesen, "yes"; Mr. Faust, "yes." Motion passed by unanimous vote.

**ADMINISTRATIVE DIRECTOR'S REPORT**

Dr. Guariglia Administrative Director reported the following:

**Informational Items:**

- The first meeting of the Occupational Advisory Committees for the 2023-2024 school year will be held tonight with a dinner and then break-out meetings in the shop areas.
- Law Enforcement students participated in promotion interviews for the class by Troopers Lakkis & Bibla on September 28, 2023.
- Diesel students participated in the Isuzu 2023 Mock Competition & Job Fair on October 5, 2023 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.

<b><u>Name</u></b>	<b><u>Sending School</u></b>	<b><u>Placing</u></b>	<b><u>Category</u></b>
Ivan Morris	Pittston Area	3 <sup>rd</sup> Place	Bonsai Tree
Arleny Rodriguez	Pittston Area	4 <sup>th</sup> Place	English Ivy
Julia Brandenburg	Wilkes-Barre Area	2 <sup>nd</sup> Place	Philodendron

**NEW BUSINESS**

Mr. Faust: I would like to applaud and thank Dr. Guariglia on the work on the Welding to Work Grant. We have PA Senators, Rep. Eddie “Day” Pashinski, Rep. Jim Haddock, we have been in contact with Congressman Cartwright. We have letters of recommendation from the Workforce Development Board and the partnership with the apprenticeship training committee. It’s a great program and once again keep up the great work on that Dr. Guariglia.

Dr. Guariglia: thank you and you guys have been very supportive. On Thursday we have a meeting with Mr. Blake and reach out to Congressman Cartwright and I just found out that we may have some information with Senator Fetterman.

**ADJOURNMENT**

On a motion by Mr. Adonizio and seconded by Mr. Faust, the meeting was adjourned.

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Secretary