

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

August 17, 2026

AGENDA

**4:00 p.m. – Executive Session
Safety Committee**

5:30 p.m. – Public Meeting

- 1) Call to Order Ms. Tennesen
- 2) Pledge to the Flag
- 3) Reading of the Sunshine Act
- 4) Roll Call Mr. Evans
- 5) Approval of Minutes of the Regular Meeting of June 22, 2026 as received by email and postal service and in packets.
- 6) Communication from Citizens (Agenda Items Only)
- 7) Treasurer's Report Mr. Hyder
- 8) Committee Reports:
 - a. Finance Committee Report. Mr. Hyder
Mr. Quinn
Ms. Harris
Mr. Breese
 - b. Building Committee Report Ms. McCurdy
Mr. Faust
Mr. Quinn
Mr. Hyder
 - c. Solicitor's Report Atty. Wendolowski
Atty. Dean
 - d. Personnel Committee Report Mr. M. Quinn
Mr. Evans
Ms. McCurdy
Dr. Moore

Committee Reports Continued:

e. Safety Committee Report

Mr. Evans
Mr. Faust
Mr. Breese
Mr. Salvo

f. Practical Nursing Report.

.Mr. M. Quinn
Mr. Evans
Mr. Hyder
Ms. Chaytor-Zugarek

9) Administrative Director's Report.

.Dr. Makaravage
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**

August 17, 2026

AGENDA

FINANCE COMMITTEE REPORT

1. Ratification is requested for approval since the last meeting for the substitute staff placement agreement between the Wilkes-Barre Area Career & Technical Center and ESS Northeast, LLC of Cherry Hill, NJ as per agreement in Board Members folders.
2. Approval is requested to renew VSphere VMware 128 licenses from Connection public sector solutions for the 2026-2027 school year in the amount of \$26,977.76.
3. Approval is requested to advance Nutrition Group \$61,680.00 for start-up of the cafeteria for 2026-2027.
4. Approval is requested to renew for one year the Veeam Backup on-site and off-site with CVI for our computers as follows:

Veeam Cloud Offsite back-up solutions:	\$16,800.00 (12) 1,400.00/month
Veeam Standard Support	<u>\$ 6,420.00</u>
Total	\$23,220.00
5. Approval is requested to renew the contract with C K Alarm, Inc., MountainTop in the amount of \$68.00 per month for the 2026-2027 year.
6. Approval is requested to renew the membership in the National Association of School Resource Officers (NASRO) in the amount of \$50.00 for the 2026-2027 school year.
7. Approval is requested to renew the subscription for Pennsylvania Principals Association for Mr. Frank Majikes, Principal at a cost of \$595.00 effective August 1, 2026 through July 31, 2027.
8. Approval is requested to renew the dues for the Pennsylvania Association of Career and Technical Administrators (PACTA) for Dr. Makaravage and Mr. Majikes in the amount of \$1,158.00 for the 2026-2027 school year.
9. Approval is requested to renew the contract with Bayada Home Health Care for substitute school nurse as needed at a cost of \$58/hour from July 1, 2026 and will remain in effect until June 30, 2027.
10. Approval is requested for Skyward Software Annual Fee for the cafeteria ID badge software School Technology Associates for point of service meal counts for the 2026-2027 school year as follows:

ID Badges annual fee	\$1,213.00
Three-year service agreement September 1, 2026 – August 31, 2026	\$283.50

FINANCE COMMITTEE REPORT CONTINUED

11. Approval is requested for the renewal of Wasp Barcode Technologies for the Warehouse Shop for inventory cloud basic addition in the amount of \$1,689.66 for the 2026-2027 school year.
12. Approval is requested to renew the Future Farmers of American (FFA) affiliation fees based on 23 students for the 2026-2027 school year at a cost of \$368.00.
13. Approval is requested to enter into a SchoolCafe Family Hub Service Agreement with CyberSoft Technologies, Inc. for the Wilkes-Barre Area Career & Technical Center Food Service Program. SchoolCafe will allow parents and guardians to view student meal accounts, establish purchase restrictions and spending limits, review purchase history, and make online payments. Under the agreement, users will be charged a \$2.25 convenience fee per transaction, with no transaction fee assessed to the Wilkes-Barre Area Career & Technical Center.
14. Approval is requested for Skyward engineers to remotely upgrade Progress Databases version 11.7 to version 12.8 on the current Skyward servers for sending districts that are hosted here for the one-time amount of \$3,500.00.
15. Approval is requested to enter into an agreement with Mazzitti & Sullivan EAP Services for Employee Assistance Program Services for one year beginning on September 1, 2026 at a projected annual cost of \$1,896.00 basic plan at \$1.58 per employee per month.
16. Approval is requested to renew HPE/Aruba Central Network Management Subscription from CVI, our authorized HPE/Aruba reseller, for the management of our network infrastructure, including our switches, our core, and wireless access points building-wide be for the 2026-2027 school year in the amount of \$12,956.00.
17. Approval is requested to enter into an agreement with the Wilkes-Barre Area Career & Technical Center, The Nutrition Group and the Luzerne County Head Start Program to provide lunches at a cost of \$4.68 (approx.) per meal.

BUILDING COMMITTEE REPORT**Building Superintendent's Report:**

- Maintenance installed 2-120 volt/20 amp. circuits in the Horticulture shop.
- Maintenance removed two (2) machines out of Graphic Arts and installed a new laminating machine.
- Custodians are stripping, sealing and waxing the hallway floors.
- Maintenance repaired the Culinary Arts freezer. We changed the defrost timer and added a small refrigerant charge to the system.
- Maintenance repaired the main domestic hot water loop in the ceiling outside of the Diesel shop.

SOLICITOR'S REPORT

Items of Board interest

PERSONNEL COMMITTEE REPORT

1. Approval is requested for the budgeted reappointments of employees for the 2025-2026 school year for additional assignments as follows:

a. Anthony Cibello	Perkins	\$5,000.00	annual renewal
b. Matthew Piazza	Notary Services	\$1,500.00	annual renewal
c. Brian Fisher (night)	Supplies Distribution/Track	\$1,200.00	annual renewal
d. JOC/Admin. Secretary	Public Relations	\$1,000.00	annual renewal

2. Approval is requested for the substitute employee list for the 2026-2027 school year pending submission of all required paperwork.

Custodian

Frank Gattuso	Yatesville
Nicholas Cortes	Dupont

3. Approval is requested for Joe Oliveri, Director of Technology, to attend the A/CAPA three-day face-to-face Fall Conference at the Hotel Hershey on November 4, 5, 6, 2026. Cost is membership (1) \$90.00; registration fees (1) \$390.00; room/board/meals (1) \$628.00 for a total of \$1,108.00 and mileage according to policy.
4. Approval is requested for Matthew Piazza, Asst. Business Manager to attend a PASBO Professional Development event on October 6, 2026, at the Best Western Premier, the Hotel & Conference Center in Harrisburg, PA at a registration cost of \$135.00 plus mileage according to policy.
5. Approval is requested to hire _____ to the position of Purchasing Clerk at a salary of _____ effective _____ with the submission of all required paperwork.

SAFETY COMMITTEE REPORT

1. Approval is requested to renew the agreement with StoneGate Associates, LLC (SGA) as per proposal as amounts below budgeted and full agreement in Board Members folders:

Mandatory In-Service training	\$775.00
Hazards Emergency Response Guides	\$2,200.00
Senior Management Table Top Exercise	\$675.00
Development of Evacuation Diagrams	\$2,850.00
Total	\$6,500.00

PRACTICAL NURSING REPORT

1. Approval is requested for renewal of the 2-year contract/full support package with ExamSoft Worldwide LLC for \$11,958.80. Service dates are 08/29/2026 to 08/28/2028. ExamSoft is an all-in-one digital platform that provides secure exams and produces actionable data needed to improve learning outcomes, teaching strategies, and the accreditation process.
2. Approval is requested for the Assistant Director to attend the NEPA 5th Annual Healthcare Career & College Exploration Event on Thursday, October 8, 2026, from 10 a.m.- 1 p.m. at the Viewmont Mall, Dickson City. The cost includes registration fee of \$150.00 and mileage.
3. Approval is requested to accept the resignation of employee #799877 as full-time practical nursing instructor and continue as part-time effective August 31, 2026 as per letter in Board Members folders.

Informational Items:

- The Practical Nursing Program will be hosting new student orientation for class 136 on Monday, August 24th. The first day of class is Monday, August 31st.

ADMINISTRATIVE DIRECTOR'S REPORT

1. Ratification is requested since the last Board meeting for the renewal of the Memorandum of Understanding Between the Plains Township Police Department and the Wilkes-Barre Area Career & Technical Center for the 2026-2027 school year as per print-out in Board members folders.
2. Approval is requested for the Wilkes-Barre Area Career & Technical Center Comprehensive School Counseling Program as per hand-out in Board Members folders.
3. Approval is requested for Mr. Ned Evans, Wilkes-Barre Area Representative on the WBACTC Board to attend the 2026 School Leadership Conference on October 18, 19, 20, 2026 at Kalahari Resorts and Conventions. Cost includes full registration (\$649.00) plus room/board for three nights according to policy.
4. Approval is requested for the updated Staff Sexual Harassment Policy for the 2026-2027 school year as per hand-out in Board Members folders.
5. Approval is requested for the Antibullying Policy 2026-2027 school year as per hand-out in Board Members folders.
6. Approval is requested for the Policy and Procedures Manual and Index as per printout in Board Members folders.
7. Approval is requested for the Memorandum of Understanding (MOU) between the Wilkes-Barre Area Career & Technical Center and the Luzerne County Head Start Program, Inc. to establish a collaboration partnership as per hand-out in Board Members folders.

ADMINISTRATIVE DIRECTOR'S REPORT CONTINUED

8. Approval is requested to enter into a partnership with The Luzerne Foundation to establish a charitable fund for the benefit of the Wilkes-Barre Area Career & Technical Center. The fund will provide a means for individuals, businesses, organizations, and alumni to make charitable contributions in support of student opportunities, educational programs, scholarships, equipment, facilities, and other initiatives that further the mission of the Career and Technical Center.

Authorization includes executing the necessary agreements and related documents and designation the appropriate representatives required to establish the fund.

Informational Items:

- The Wilkes-Barre Area CTC Operating Budget for the 2026-2027 school year was approved by majority member votes as follows.

<u>School District</u>	<u>For</u>	<u>Against</u>	<u>Absent</u>	<u>Abstain</u>	<u>Excused</u>
Crestwood	8	0	1	0	
Gr. Nanticoke Area	8	0	0	0	1
Hanover Area	7	2	0	0	
Pittston Area	9	0	0	0	
W-B Area	8	0	1	0	
Totals	40	2	2	0	1

Thank You

The Catholic Choral Society thanked Mr. Ladd and the Graphic Arts students for their continued support and help with posters, flyers and programs printed for the society's performance season from August through May.