

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

**April 28, 2025
AGENDA**

4:45 p.m. – Executive Session

5:30 p.m. – Public Meeting

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| I. | Call to Order | Ms. Tennesen |
| II. | Pledge to the Flag | |
| III. | Reading of the Pennsylvania Sunshine Act | Ms. Tennesen |
| IV. | Roll Call | Mr. Evans |
| V. | Approval of Minutes of March 24, 2025 as received via email and postal mail | |
| VI. | Communication from Citizens (Agenda Items Only) | |
| VII. | Treasurer's Report | Mr. Atherton |
| VIII. | Committee Reports: | |
| | a. Finance Committee Report | Mr. Atherton |
| | b. Personnel Committee Report | Mr. M. Quinn |
| | c. Building Committee Report | Ms. McCurdy |
| | d. Solicitor's Report | Attorney Wendolowski
Attorney Bufalino |
| | e. Safety Committee Report | Mr. Evans |
| IX. | Practical Nursing Report | Mr. M. Quinn |
| X. | Administrative Director's Report | Dr. Guariglia
Administrative Director |
| XI. | Old Business | |
| XII. | New Business | |
| XIII. | Communication from Citizens | |
| XIV. | Adjournment | |

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FINANCE COMMITTEE REPORT

1. Approval is requested to adopt the following Resolution concerning the 2024-2025 school year audit:

RESOLUTION

Therefore, Be It Resolved, that the Business Manager be authorized to make the necessary budgetary transfers in conjunction with close out procedures of the prior fiscal year as a result of the adjustment made by the local auditors for the year ended, and to report said transfers to the Wilkes-Barre Area Career & Technical Center Board of Education-Joint Operating Committee upon completion of the audit.

2. Approval is requested for payment to Ray Wendolowski, Solicitor (Fellerman & Ciarimboli) for legal services from January 1, 2025 through March 31, 2025 in the amount of \$6,772.50.
3. Approval is requested for payment to Mark Bufalino, Solicitor (Elliott Greenleaf & Dean) for legal services in February 2025 in the amount of \$221.00.

BUILDING COMMITTEE REPORT

Building Superintendent's Report:

1. Maintenance unblocked the main drain for the sink in the Auto Body shop.
2. Maintenance replaced a bad light switch in the HVAC shop.
3. Maintenance changed a couple of ceiling tiles and installed a new light cover in the Graphic Arts shop.
4. TriState McQuay performed a start up on the chiller in the back of the building. They drained the glycol out of the supply and return pipes and put water back in the pipes. They started the circulating pumps and checked the operation of the chiller.

SOLICITOR'S REPORT

Items of Board interest

PERSONNEL COMMITTEE REPORT

1. Ratification is requested since the last Board meeting to approve Anthony Cibello, Asst. Principal and John Kozerski, Guidance Counselor to attend the Eastern Perkins Meeting on April 10, 2025 at the Upper Bucks County Technical School in Perkasie, PA. Cost is mileage only according to policy.
2. Ratification is requested since the last Board meeting to approve David Vnuk, Capstone Cooperative Education Instructor to attend the Educational Seminar with Speaker mark C. Perna on April 25, 2025 at Nanticoke Area High School. No cost.
3. Approval is requested for approval for John DeLucca, Electrical Instructor to attend a new teacher orientation at the Lackawanna CTC on April 23, 2025. Cost is mileage only according to policy.

PRACTICAL NURSING REPORT**Informational:**

The Practical Nursing Program will be hosting its Spring 2025 Career Fair on Monday, May 5, 2025, from 12:00 P.M. to 1:30 P.M. This event will be held at the Practical Nursing Program. Flyer included in Board Members folders.

ADMINISTRATIVE DIRECTOR'S REPORT

1. Approval is requested for the Third Reading of three for the Finance Policy No. 626 as follows per hand-out in Board Members folders:

No. 626

Section: Finances

Title: Federal Fiscal Compliance

Student Educational Event

Photos included of the Wilkes-Barre Area CTC students participating in our partnership with Talen Energy.

The Wilkes-Barre Area CTC is pleased to continue to support this Talen Energy partnership and will continue to support our sending districts with both Capstone and Diversified Cooperative Education as needed, as well as continue access to accommodate any classes of preparation at our school.

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

- Purse Bingo: After all expenses the total cleared was \$15,828.00. Thank you to all those involved, especially Nurse Megan and the students.
- On April 1, 2025 the 9th grade program down at Dodson travelled to the WBACTC to spend the morning in the shops that they are interested in for next year. The students spent the morning learning and training in the programs.
- March 25, 2025 the Cosmetology I & II programs travelled to the Javitz Center in New York City to attend the Hair Show. They observed new techniques and learned about new products.
- Diesel students listen to a presentation from UNOH representative Ronald Cordts on continuing education opportunities.
- Cosmetology II students volunteered their services at the Allied Services on Meade Street to do patients hair and nails on April 3, 2025.
- Culinary Arts students observed a Sushi Demonstration by Wegmans Chef on April 8th.
- Operative Plaster's and Cement Masons International Association Representative Mike Carey spoke to the Masonry students on job readiness and other opportunities on April 10, 2025.
- April 16, 2025 students in the Law Enforcement Program listened to a presentation from US Army Sgt. Hoyos on continuing education opportunities.
- The Law Enforcement Students, along with the Instructor Mr. Lakkis, will assist with security at the Kingston Armory Shrine Circus the week of April 21 – April 27, 2025 as an extension of the curriculum.
- Masonry students travelled to Hanover High and Wilkes-Barre (Kistler) to repair baseball dugouts in April.