WILKES BARRE AREA CAREER & TECHNICAL CENTER

BOARD OF EDUCATION-JOINT OPERATING COMMITTEE

November 16, 2026

AGENDA

4:30 p.m. Safety Committee
4:45 p.m. Executive Session

5:30 p.m. Board of Education 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 October 19, 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

Committee Reports Continued:

c. Solicitor's Report . . . . . Atty. Wendolowski
Atty. Dean

d. Personnel Committee Report . . . . Mr. M. Quinn
Mr. Evans
Ms. McCurdy
Dr. Moore

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

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BOARD OF EDUCATION-JOINT OPERATING COMMITTEE
November 16, 2026
AGENDA

FINANCE COMMITTEE REPORT

1. Approval is requested for payment to Raymond Wendolowski, Solicitor (Fellerman & Ciarimboli) for legal services through September 30, 2026 in the amount of $4,493.50.

2. Approval is requested for the annual renewal payment to PowerSchool for the School Messenger Communicate license and subscription for one year, covering 01/13/2027 to 01/12/2028, in the amount of $2,256.53. This renewal is critical for sending automated phone calls to parents, staff, and others for important updates such as attendance and inclement weather notifications.

3. Approval is requested to renew the agreement with Total Grant Services EDU Consult for the year 2026-2027 in the amount of $2,000.00 per month.

4. Approval is requested to purchase Interplay Learning Program for the Air Conditioning/Heating and Plumbing Programs for a 2-year agreement effective December 1, 2026 through November 30, 2028 as follows and as per printout in Board Members folders:

Year 1	$8,500.00
Year 2	$8,500.00
Total	$17,000.00

5. Approval is requested for the addendum to the ESS Northeast, LLC for substitutes teachers and staff as follows and in Board Members folders:

Position	**Pay Rate**	**Discounted Bill Rate**
Full Day Substitute Nurse	$150.00	$197.85
Half Day Substitute Nurse	$75.00	$98.93

BUILDING COMMITTEE REPORT

- Maintenance installed 2 mounting platforms for the smartboard cameras in Auto1 and Auto 2.
- Maintenance changed a 120 volt/15amp. receptacle and installed a 120 volt/20 amp. receptacle in the Graphic Arts shop.
- Maintenance and custodian changed several parking lot and roadway lights.
- Maintenance repaired the 3-door cooler in the Culinary Arts kitchen. We leak checked for a refrigerant leak and added some refrigerant to the system.

Student work as an extension of the curriculum

- Electrical shop installed a 120 volt/30 amp. electrical circuit in the Auto Body shop. They installed ½" conduit, 30 amp. disconnect, female receptacle and 10-gauge wire.

SOLICITOR'S REPORT

Items of Board Interest

PERSONNEL COMMITTEE REPORT

1. Ratification is requested since the last Board meeting for Dave Zaykoski, Drafting Instructor to attend the Advanced Tech & A.I. Summit26 on October 29, 2026 at the Mohegan Sun Hotel. Cost is mileage only according to policy.

2. Approval is requested for Joe Lakkis, Law Enforcement Instructor to attend training class to teach students security protocols-risk assessment at the Luzerne County EMA Building on February 24th & 25th,2027. Cost is mileage only according to policy.

SAFETY COMMITTEE REPORT

Items of Board Interest

PRACTICAL NURSING REPORT

1. Approval is requested for the renewal of our annual membership with the National League for Nursing from January 1, 2027, through December 31, 2027, for $1,620.00. The National League for Nursing offers professional development resources for faculty.

2. Approval is requested to hire Audra McGrady as part-time Clinical Faculty for the 2026-2027 school year, pending clearances.

3. Approval is requested for the renewal of our membership with Simple Nursing from 11/18/2026-11/18/2027 for $1,000.00. Simple Nursing is an online resource available to our 5 full-time instructors, which provides nursing students with the knowledge and resources to support NCLEX exam prep and e-learning.

Informational Items:

- The Practical Nursing Program hosted a successful Career Fair on November 2nd, with 26 organizations in attendance, providing students with valuable employment opportunities and supporting the program's job placement rate.
- Graduation for Cohort 134 will be held on Friday, November 20th. Invitations have previously been emailed to JOC members.

ADMINISTRATIVE DIRECTOR'S REPORT

1. Approval is requested for the Coursework Collaboration Agreement between the Wilkes-Barre Area School District (WBASD) and the Wilkes-Barre Area Career & Technical Center (WBACTC). This agreement formally acknowledges and documents the use of Wilkes-Barre Area School District (WBASD) cyber coursework as an instructional component of the Wilkes-Barre Area Career and Technical Center (WBACTC) Headstart Program. There are no cost as per print-out in Board Members folders.

ADMINISTRATIVE DIRECTOR'S REPORT CONTINUED

Informational Items:

1. Masonry Project for Carpentry Program – Masonry students are constructing a storage area for the Carpentry Program, providing hands-on learning opportunities while supporting the needs of another program.

2. Masonry Project at Hanover Area – Masonry students are laying concrete pads for dugouts at Hanover Area, gaining practical experience while contributing to a community project.

3. Talen Energy Visit – Representatives from Talen Energy visited with students to discuss career exploration opportunities, industry engagement, and potential career pathways in the energy sector.

4. Ohio Technology Visit – Representatives from Ohio Technology visited with students to provide information about postsecondary educational opportunities and potential career pathways available to graduates.

5. Cosmetology II will be going to Allied Services Nov 12th to give manicures to patients.

6. Culinary Arts created cookie platters for Veteran's Day that were passed out to the local community.

7. Various shops have been conducting in-house competitions to determine which students will represent their shop at the local Skills USA competition coming up in December/January.

STUDENT PROJECTS

- Diesel students listened to a presentation by UNOH representative Bruce Traver on continuing education opportunities on October 15, 2026.

- On October 19, 2026, Serenity Reddick and Aubry Brown, both from Wilkes-Barre Area and the Culinary Arts Program helped set-up and serve members at the Fall O.A.C. dinner.

- PA LCE representative Tom Hess spoke to the Law Enforcement students on October 26, 2026 on opportunities available.

- The Diesel students had a presentation by Prestige Disposal representative Jackson Rubino on October 29, 2026 on continuing opportunities.

- On November 8, 2026 the Law Enforcement students participated and helped with traffic control at Wilkes-Barre Veteran's Day Parade.