

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

September 21, 2026

AGENDA

4:45 p.m. - Executive Session

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 August 17, 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

FINANCE COMMITTEE REPORT

1. Ratification is requested for approval since the last meeting to renew the agreement with NRG Controls, Selinsgrove, PA for three (3) years from July 1, 2026 through June 30, 2029 as per hand-out in Board Members folders:

1 st Year	\$13,822.00
2 nd Year	\$14,375.00
3 rd Year	\$14,950.00

2. Approval is requested to enter into a food service agreement between the Wilkes-Barre Area Career and Technical Center and the Luzerne Intermediate Unit #18 under the Pineapple Program located at East Mountain Inn for breakfast (\$4.70 per student) and lunch (\$4.70 per student) for the 2026-2027 school year.
3. Approval is requested to renew the consulting actuary services with Conrad Siegel in the amount of \$5,000.00 as per proposal in Board folders.
4. Approval is requested for membership in the Association of Vocational Teacher's Educating (AVTEC) in Cosmetology for Ms. Karen Montante and Ms. Michelle Oko, Cosmetology Instructors in the amount of \$35.00 each for one year.
5. Approval is requested to pay dues for the Pennsylvania School Boards Association, Inc. as follows:

Standard Membership	\$1,070.00
Policy Maintenance	<u>\$2,025.00</u>
Total	\$3,095.00
6. Approval is requested to pay Attorney Raymond Wendolowski, (Fellerman & Ciarimboli) for services from July 1, 2026 through July 31, 2026 in the amount of \$2,515.50.
7. Approval is requested to renew for one-year a short-term line of credit (not to exceed \$500,000) with People's Security Bank. If utilized, the balance would be repaid in full within the same fiscal year in which it was drawn.
8. Approval is requested to renew Wahsega Carina Subscription for a one-year term. It handles our building intercom paging, scheduled bells, announcements, time displays, and other messaging throughout the school for the 2026-2027 school year in the amount of \$2,609.00.
9. Approval is requested for the Administration to identify and sell obsolete, surplus, or otherwise unused District equipment, as needed, when such equipment is determined to no longer be necessary for District operations. The Administration will utilize appropriate and fair sales methods, including reasonable public advertising or other means intended to provide interested parties an opportunity to participate and to obtain fair value for the District. All sales will be conducted in accordance with applicable District policies and legal requirements.

BUILDING COMMITTEE REPORT

Building Superintendent Report:

- Maintenance removed 2 oxygen and 2 acetylene supply lines out of the welding booth #16.
- Maintenance repaired the walk-in cooler in the kitchen. We replaced the low-pressure switch and the compressor contactor.
- Cintas inspected the fire suppression system in the kitchen exhaust system.
- Custodians cleaned all of the hallway door vents and hallway lockers.
- George Albright removed 2 bee hives from behind the solar panels. He did this on his own time and saved the school about \$1,200.00.

SOLICITOR'S REPORT

Items of Board Interest

PERSONNEL COMMITTEE REPORT

1. Approval is requested for the employment contract between the Joint Operating Committee of the Wilkes-Barre Area Career and Technical Center and Thomas Telesz as Financial Management Advisor for a one-year term, effective November 1, 2026, through October 31, 2027, in accordance with the terms and conditions set forth in the contract in Board Members folders.
2. Approval is requested to **re-appoint/appoint** the student organization advisors for the 2026-2027 school year at a stipend of \$1,500.00 as set in the current Collective Bargaining Agreement and **a monthly report is required to present to the J.O.C. Board of activities/programs** from all club advisors as follows:

<i>Family, Career and Community Leaders of America (FCCLA)</i>	<i>Nicole Barletta</i>
<i>Distributive Education Clubs of America (DECA)</i>	<i>Kate Reynolds</i>
<i>Future Farmers of America (FFA)</i>	<i>George Albright</i>
<i>Health Occupations Students of America (HOSA)</i>	<i>Dr. Paul Newhart</i>
<i>Skills USA</i>	<i>Kyle Evans</i>
<i>Students Against Destructive Decisions (SADD)</i>	<i>Megan Bartuska</i>
<i>National Technical Honor Society</i>	<i>John Kozerski</i>
<i>Future Business Leaders of America</i>	<i>David Joyce</i>
<i>National Association of Home Builders (NAHB)</i>	<i>Phil Rodzon</i>
<i>YES Program</i>	<i>Phil Rodzon</i>

PERSONNEL COMMITTEE REPORT CONTINUED

3. Approval is requested to appoint mentor teachers for the 2026-2027 school year at stipend of \$1,500.00 as per the Collective Bargaining Agreement as follows:

- | | |
|--|------------------------------------|
| a. John Delucca, Electrical Instructor | Kenny Valaitis, Welding Instructor |
| b. Joe DeMuro, Audio Visual Instructor | John Kozerski, Guidance |

4. Approval is requested for George Albright to attend meetings as follows:

PSEA Executive Board Dates	PSEA Sessions Board Meetings
Oct 2nd 2026	November 13, 2026
Feb 26th 2026	April 2nd 2027
May 14 2027	

PRACTICAL NURSING REPORT

1. Approval is requested for Director Gail Holby and Assistant Director Annie Barsh to attend the Administrator Day Conference of the Pennsylvania Association of Practical Nursing Administrators (PAPNA), scheduled to be held in State College, PA, from October 15 to October 16, 2026. The total cost will include a two-night hotel stay for the assistant director and a registration fee of \$350 for both the director and the assistant director. Reimbursement for meals and mileage will be requested in accordance with policy.
2. Approval is requested to hire a full-time Faculty member for the 2026-2027 school year.
3. Approval is requested for the renewal of our Pennsylvania Association of Practical Nursing Administrators (PAPNA) membership in the amount of \$400. Membership runs from September 1, 2026 through August 31, 2027.
4. Approval is requested for the annual continuing accreditation fee in the amount of \$3,290.00 for the period January 1, 2027 – December 31, 2027, with ACEN (Accreditation Commission for Education in Nursing).

ADMINISTRATIVE DIRECTOR'S REPORT

1. Wilkes Barre Area Career & Technical Center received \$551,244.00 from Perkins Funding for the 2026-2027 and request as follows:

ACTION REQUESTED: Motion: *Approval for Administration to submit proposals to PDE for Perkins for the 2027-2028 school year. Funds will be distributed according to agreement of the five participating districts.*

ADMINISTRATIVE DIRECTOR'S REPORT CONTINUED

2. Approval is requested to appoint the designated Trustees and the alternates to represent the WBACTC on the Northeast Pennsylvania School Districts Health Trust as follows:

Jennifer Haas, Business/Office Manager, Trustee Administration
Mathew Piazza, Business Office Alternate

John Kozerski, Instructor, Trustee Labor Representative
Justin Wall, Instructor Alternate

3. Approval is requested for the 2026-2027 Occupational Advisory Committee Members per shop as per print-out in Board Members folders.