

**W.S.C.T.C. -Joint Operating Committee Meeting**  
**Date: Monday, May 24, 2010- 6:00 P.M.**  
**Location: School Library**  
**Official Meeting will follow Work Session**

**5:30 Working Business Dinner in West Side Cafe'**

1. Call to Order, Pledge of Allegiance & Silent Prayer – Mr. John Bolin, President
2. Roll Call – **Mrs. Mitchell, Board Secretary**
3. Visitors
4. Approval of Minutes from the April 26, 2010 Regular Meeting, Finance Committee Meeting of Monday April 26, 2010, and JOC Interview Meeting of April 28, 2010.
5. Treasurer's Reports for April 2010 (Attached)
6. Approval of Bills (Enclosed)
7. Administrative Director- **Miss Ellis** (Attached)
  - 7.1 May at West Side CTC
  - 7.2 Student Spotlight
  - 7.3 West Side CTC in the News
  - 7.4 Personnel
8. Superintendent of Record – **Mr. James McGovern**
9. Administrative Reports (Attached)
  - 9.1 Principal - **Mr. Anthony Guariglia**
  - 9.2 Business Manager - **Mr. David Williams**
  - 9.3 M.I.S. Director - **Mr. Steve Christian**
10. J.O.C. Secretary - **Mrs. Mitchell**  
Proof of Publication is Available for Advertisement to Purchase New Paint Booth, Sell Existing Paint Booth and the 2010-2011 Tentative Budget
11. School Solicitor - **Attorney Charles Coslett**  
Items at the discretion of Attorney Coslett
12. Special/Additional Reports (Attached)
  - .1 Summary of Temporary Investment
  - .2 Food Service Financial Statement for April 2010

## **EDUCATION COMMITTEE REPORT – Mr. Lanza**

### **Information Item**

**13.1 Director of Recruiting – Mrs. Lorri Vandermark** (Attached)

### **Action Items**

**13.2 Approval of Temporary Teacher Contract**

**MOTION: "I recommend and move that approval be granted to tender a temporary employee contract to Gina Harrison and that the Administrative Director be directed to notify such employee of this action." (Gina Harrison date of hire 07/27/09 and has recently received her Intern Certificate.)**

**13.3 Addition to Approved Professional Staff Substitute List**

**MOTION: "I recommend and move that the following be added to the approved Professional Staff Substitute List: Vonda Lanning, Cosmetology, all clearances on file."**

**13.4 Appointment of Plumbing Instructor**

**MOTION: "I recommend and move that the interim action of administration be approved to appoint Christopher Amico as a temporary Professional Employee, in the position of Plumbing Instructor, effective May 17, 2010, with salary and benefits as per Step 1 of the Educational Association Collective Bargaining Agreement, further that Joseph Barush be appointed as Mentor Teacher for the newly appointed Plumbing Instructor, as per the New Teacher Induction Plan."**

**13.5 Authorization to Enter LCCC Project Rise Agreement**

**MOTION: "I recommend and move that authorization be granted for West Side CTC to enter into the Project Rise Agreement with Luzerne County Community College at the sum of \$8.00 for each student attending." NOTE: No increase over last year**

**13.6 Acceptance of Resignation**

**MOTION: "I recommend and move that the resignation of Janice Krupa, Business Office Secretary be accepted with regret effective August 31, 2010, further that administration be authorized to post and advertise for this position."**

**13.7 Approval of Frank Vandermark attending the CISCO Academy Training**

**MOTION: " I Recommend and move that the request of Mr. Frank Vandermark to attend the CISCO Academy Training in Philadelphia in July be approved, at a cost of \$3395.00 for tuition plus approximately \$700 for housing and meals, one half to be paid by the 2+2+2 College Misericordia and one half to be paid by the Carl Perkins Grant."**

**\*13.8 Approval of Mr. Jerry Ogurkis be recognized as Acting Building Principal**

**MOTION: "I recommend and move that Mr. Jerry Ogurkis be recognized as Acting Building Principal as per JOC policy 357, Administrative Absences and Delegation of Duties."**

**13.9 Approval to Complete Training for Adult Certification Program**

**MOTION: "I recommend and move that approval be granted for the Administrative Director and the Adult Education Coordinator to complete the training program for adult certification provider through the Workforce Investment Act."**

**POLICY COMMITTEE REPORT – Mr. Mathers**

**Action Item**

**14.1 Approval of First Reading of Career and Technical Program Continuation and Evaluation**

**MOTION: "I recommend and move that the first reading of Career and Technical Program Continuation and Evaluation –No. 134 be approved as presented."**

**FINANCE COMMITTEE – Mr. Bigus**

**Action Items**

**15.1 Awarding Bids for the Auto Paint Booth**

**MOTION: "I recommend and move that the bids for (1) Evolution Series (EVO) drive through, side downdraft water-based pressurized auto booth, model AR1-DS-SD-26.5L-PDT-EHC-812K-R, such bids to be due in the Administrative Director's office no later than Tuesday, May 18, 2010 at 1:30 p.m., be awarded to \_\_\_\_\_ in the amount of \_\_\_\_\_ representing the lowest responsible bid."**

**15.2 Awarding Bid for the Sale of Obsolete Paint Booth**

**MOTION: "I recommend and move that the bid for the following equipment be awarded to, \_\_\_\_\_ in the amount of \_\_\_\_\_, representing the highest bid:  
1 Binks Crossflow Paint Booth 83-2448, including heat system  
Such bids were due in the Administrative Director's office no later than Wednesday, May 19, 2010 at 1:30 p.m."**

### **15.3 Authorization to Apply for Appropriate Programs/Grants for 2010-11 FY**

**MOTION: "I recommend and move that administration be authorized to apply for any appropriate Programs/Grants and any subsequent available funding for the 2010–2011 fiscal year."**

### **15.4 Designation of WSCTC Depository for 2010 -2011 FY**

**MOTION: "I recommend and move that the PA Local Government Trust (PLGIT) and PNC Bank be (re) designated as the depository of West Side Career and Technology Center for the 2010-2011 fiscal year."**

### **15.5 Approval of Global Connect Annual Renewal**

**MOTION: "I recommend and move that approval be granted to pay the Global Connect Invoice in the amount of \$810.00 for a period of 7/1/2010 – 6/30/2011."**

### **15.6 Authorization to Pay Invoice for Internet Services (Attached)**

**MOTION: "I recommend and move that authorization be granted to pay the Luzerne Intermediate Unit #18 invoice for internet services for fiscal year 2009-2010 in the amount of \$12,268.94."**

### **15.7 Authorization to Enter an Agreement to Recoup Charges for Data Lines**

**MOTION: I recommend and move that authorization be granted to enter into an agreements with Chris Jackson of Jet-Tel Communications to attempt to re-coup charges from Verizon for the Data Lines that have not been in use for longs periods of time at a 60% us and 40% to him split. (Note: Originally he proposed a flat fee of \$3,600 but there is no guarantee of success. We have tried unsuccessfully to cancel and re-coup charges on our own numerous times.)**

### **15.8 Election of School Treasurer for 2010-2011 FY**

**MOTION: "I recommend and move that Diane Sklanka be elected as Treasurer for West Side Career and Technology Center for the Fiscal Year 2010-2011, subject to ratification by the Joint Board, at a remuneration of \_\_\_\_\_, that administration be authorized to submit a Ballot to the Joint Board for such ratification with a return date of June 11, 2010, and further appropriate individuals be authorized to sign a Federal Reserve Custody Agreement relative to this appointment."**

### **15.9 Approval of 2009-2010 Budgetary Transfers (Attached)**

**MOTION: "I recommend and move that the Budgetary Transfers for the 2009-2010 FY be approved, further that a BALLOT be submitted to the Joint Board to ratify approval with a return date of June 11, 2010."**

### **15.10 Approval to Amend the 2009-2010 Budget (Attached)**

**MOTION: "I recommend and move that approval be granted to amend the 2009-2010 FY Budget as per the attached schedule; further that a BALLOT be submitted to the Joint Board for such ratification with a return date of June 11, 2010."**

### **15.11 Approval of Final Budget for 2010-20100 FY (information Enclosed)**

**MOTION: "I recommend and move that the JOC adopt a final Budget for the 2010-2011 Fiscal Year in the amount of 6,348,267.00, that a BALLOT be sent to the Joint Board for approval, such Ballot to indicate a return date of June 11, 2010, and it is further noted that "Proof of Publication" of the Public Notice has been received concerning adopting of the Tentative Budget in accordance with the requirements of Section 687 of the School Code."**

## **BUILDING & PROPERTY COMMITTEE - Mr. Kornoski**

### **Information Item**

**16.1 Supervisor of Buildings and Grounds Report (Attached)**

### **Action Items**

**16.2 Authorization to Place Orders for General Supplies and Equipment (Bid Tabulation List Available)**

**MOTION: "I recommend and move that administration be authorized to place orders for items on the General Educational Supplies and Equipment Bid Tabulation List which is deemed necessary by administration."**

**16.3 Approval of Request to Utilize Facilities**

**MOTION: "I recommend and move that approval be granted to authorize the Wyoming Valley Babe Ruth Baseball League Inc. to utilize the school back field from May 29, 2010, thru August 18, 2010, upon receipt of proof of insurance and signed memorandum of understanding as per school policy."**

## **CO-CURRICULAR COMMITTEE – Mr. Farrell**

### **Information Item**

**17.1 Athletic Director's Report (Attached)**

## **DISCIPLINE COMMITTEE – Mr. Marianacci**

**18.1 Monthly Discipline Report (attached)**

**EXECUTIVE COMMITTEE – Mr. Bolin**

**Action Items**

**19.1 Acceptance of JOC Member Resignation**

**MOTION: "I recommend and move that the resignation of Gary Mathers as a Joint Operating Committee Member from the Dallas School Board be accepted with regret."**

**19.2 Appointment of Board Secretary**

**MOTION: "I recommend and move that Diane Sklanka be appointed as Joint Operating Committee Secretary, to fill the unexpired four year term necessitated by the retirement of Janet Mitchell, at a remuneration of \_\_\_\_\_ annually, plus mileage reimbursement, such appointment will be from July 1, 2010 until June 30, 2012."**

**20. Old Business**

**21. New Business**

**22. Adjournment**

**Items proceeded with (\*) will be discussed in Executive Session**