

**A. W. Beattie Career Center
Joint Operating Committee**

Combined Board Meeting May 28, 2020

6:30 PM ET - Joint Operating Meeting

In light of recent events, and in an effort to maintain social distancing, participants may join this meeting from a remote location.

ZOOM (video & audio conference): Using a PC, tablet or smart phone, click on this link *or* cut & paste into your browser ↓

<https://us04web.zoom.us/j/73115951855?pwd=ZWVyM3Y0UlliUFU1RnFOaTNKbUcxUT09>

❖ For security purposes, when you click on the above link, you will enter a ZOOM “waiting room”. You may experience a slight delay before you are admitted to the JOC Meeting. The waiting room will be accessible as early as 6:00 PM ET, however, the JOC Meeting will not start until 6:30 PM ET.

Arlene J. Bender Student Conference Center

I. *Call to Order*

II. *Pledge of Allegiance*

III. *Roll Call*

IV. *Invitation for the public to address the Committee on Agenda Items*

V. *Approval of Minutes of April 23, 2020*

VI. *President's Report*

VII. *Superintendent of Record's Report*

VIII. *Solicitor's Report*

IX. *Executive Director's Report*

- Report on the 2020-2021 budget and voting process

X. Committee Report

Organization & Curriculum Committee (Jim Tunstall – Chairperson)

Action Item

1. To approve a list of course/programs for the 2020-2021 school year.

- Advertising Design AM & PM
- Automotive Collision Technology AM & PM
- Automotive Technology AM & PM
- Carpentry/Building Construction AM & PM
- Computer Systems, Network Engineering and Cyber Security AM & PM
- Cosmetology AM & PM
- Culinary Arts AM & PM
- Dental Careers AM & PM
- Early Childhood Education AM & PM
- Emergency Response Technology AM & PM
- Health and Nursing Sciences AM & PM
- HVAC AM & PM
- Introduction to Pharmacy AM & PM
- Pastry Arts AM & PM
- Robotics Engineering Technology (RET) AM & PM
- SMART-EST AM & PM
- Surgical Sciences AM & PM
- Veterinary Sciences AM & PM

2. To approve the Executive Director continuing to serve on the 2020-21 FCCLA Board of Directors with meeting expenses funded through the Operating Budget at an estimated cost of \$875.00.

3. To approve the 2020-2021 Non-Consortium Tuition Rates for Cyber/Charter students at \$14,800/year.

4. To approve the 2020-2021 adult tuition rate at \$9,000/year.

The Organization & Curriculum Committee recommends items 1 thru 4 be approved.

XI. Committee Report

Personnel Committee (Greg Stein – Chairperson)

Action Item

1. The A. W. Beattie Career Center Joint Operating Committee elects _____ as the JOC Treasurer for the term July 1, 2020 through June 30, 2021.

2. To approve payment of the following supplemental contracts for the 2019-2020 school year to the following individuals: (Final reports of activities as stated in the Collective Bargaining Agreement have been received and approved by the Executive Director).

- FCCLA (\$2,500 – Prorated 3 ways)
 - John Ellis \$ 833.33
 - Cari Ludwig \$ 833.33
 - Aaron Yurek \$ 833.33
- SkillsUSA (\$2,500 – Prorated 4 ways)
 - John Brown \$ 833.33
 - Paula Gibson \$ 833.33
 - Heather Brown \$ 416.67
 - Andrew Dumbeck \$ 416.67

• Cosmetology Supervisor	Cindy Cazin	\$1,250.00
• National Technical Honor Society	Kim Zylinski	\$ 800.00
	Scott Scariot	\$ 800.00
• Culinary Supervisor	Aaron Yurek	\$1,250.00
• Beattie Ambassadors	Jennifer Groomes	\$ 800.00
• FIRST Robotics Lead	Mike Purucker	\$ 800.00
• FIRST Robotics Team	Clif Bossong	\$ 450.00
• Teacher Mentor (year 3 of 3)	Roy Hughes for Megan Chuckery	\$ 400.00
• Teacher Mentor (year 3 of 3)	Eric Carlini for Darrin Vtipil	\$ 400.00
• Teacher Mentor (year 3 of 3)	Nancy Loughrey for Erin Brennan	\$ 400.00
• Teacher Mentor (year 2 of 3)	Andrew Dumbeck for Jennifer Evanitsky	\$ 400.00
• Teacher Mentor (year 1 of 3)	Kim Zylinski for Sarah Goodyear	\$ 400.00
• EMT (Non-Contracted)	Cheryl Rogowski	\$1,850.00
• EMT (Non-Contracted)	J.T. Thomas	\$1,850.00
• School Nurse (Medication Distribution) (Non-Contracted)	Joan Fazio, R.N.	\$1,850.00

3. To approve the performance bonus of \$2,100 for Scott Scariot for successfully fulfilling the extended duties within his job description related to assisting administration with attendance and student ethics for the 2019-2020 school year.

4. To approve the following revised job descriptions to meet the guidelines of the PA Department of Education for the use of Perkins Grant funds.

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|---|--------------|
| A. 3110 CRC (P) Career and Technical Education School Career and Resource Counselor | Attachment 1 |
| B. 3121-M Academic Integration Instructor | Attachment 2 |
| C. 3125 Academic Integration Specialist (ESL – Student Portfolio Development – Test Prep) | Attachment 3 |
| D. 4055 (P) Instructional Assistant – Culinary Arts | Attachment 4 |

5. To approve the following required job descriptions within the Building and Grounds Department:

- | | |
|--|--------------|
| A. 4041 Supervisor of Building and Grounds | Attachment 5 |
| B. 4045 Custodian | Attachment 6 |
| C. 4050 Grounds Keeper/Custodian | Attachment 7 |
| D. 4052 Maintenance Worker/Custodian | Attachment 8 |

6. To approve the employment of Sara Goodyear as a Career & Technical Education School Counselor and Resource Counselor for the 2020-2021 school term at the salary of \$42,000.00 with benefits.

This position will be funded through the:

- PCCD Grant at 60%
- Perkins Grant at 40%

7. To approve the continued employment of Robert Scott, School Police Officer for the 2020-2021 school year under the same terms and conditions effective during the 2019-2020 school year.

8. To approve the following Building and Grounds personnel appointments:

- A. To approve the change in status of Jay Shelling from Custodian to Groundskeeper/Custodian effective July 1, 2020 at the annual salary of \$36,875.00, no other changes in benefits.
- B. To approve the employment of Ronald Zangaro as a custodian effective June 1, 2020 at the hourly rate of \$13.85 for a sixty (60) day probation period and then \$15.05/hr. upon successful completion of the probation period. Benefits will be per the Administrative Guidelines issued for support staff on May 26, 2016.
- C. To approve the employment of William Steiner, Jr. as Supervisor of Building and Grounds effective June 8, 2020 at the annual salary of \$63,000.00. June 8-June 30, 2020 will be prorated based on the days worked. Position includes EPO healthcare benefits at the administrative co-pay level.

9. To approve the employment of Ann Marie Wasielewski as the Executive Director’s Confidential Secretary and JOC Recording Secretary at the annual salary of \$41,450.00 effective June 10, 2020. June 10 – 30, 2020 will be prorated based on the days worked. Benefits will be per the Administrative Guidelines issued for support staff on May 26, 2016.
10. To approve the employment of Sarah Dietz, MSN, RN-BC as a Health and Nursing Sciences program instructor effective August 4, 2020 at the salary of \$61,750.00, with benefits.
11. To approve Sarah Dietz, MSN, RN-BC as a Health and Nursing Sciences curriculum consultant between July 1 and August 3, 2020, at the hourly rate of \$30.00, no benefits. (Maximum of 35 hours.)
12. To approve the employment of Douglas Moran, BSN, RN as a Health and Nursing Sciences program instructor effective August 4 2020 at the salary of \$59,900.00, with benefits.
13. To approve Douglas Moran, BSN, RN as a Health and Nursing Sciences curriculum consultant between July 1 and August 3, 2020, at the hourly rate of \$30.00, no benefits. (Maximum of 35 hours.)
14. To approve the employment of Vincenzina Olszewski as the Surgical Sciences-Operating Room Technology program instructor effective August 4, 2020 at the salary of \$54,000.00, with benefits.
15. To approve Vincenzina Olszewski as the Surgical Sciences–Operating Room Technology curriculum consultant between July 1 and August 3, 2020, at the hourly rate of \$30.00, no benefits. (Maximum of 35 hours.)
16. To approve Paula Gibson as the Teacher Mentor for Sarah Dietz for the three-year new teacher induction cycle beginning August, 2020.
17. To approve Darren Vtipil as the Teacher Mentor for Douglas Moran for the three-year new teacher induction cycle beginning August, 2020.
18. To approve Megan Chuckery as the Teacher Mentor for Vincenzina Olszewski for the three-year new teacher induction cycle beginning August, 2020.
19. To authorize the Executive Director to advertise for any open positions over the summer, subject to ratification at the August 20, 2020 meeting.
20. To approve Bernie Bileck as a part-time (21 hrs./per week) Summer Office Assistant at the hourly rate of \$15.00, no benefits, for the period of June 8 – August 7, 2020.
21. To approve a one-time performance bonus for the following individuals in the amount of \$200.00 per person for assisting the administration with student parking lot and bus duty throughout the 2019-2020 school year.
 - Clif Bossong
 - JT Thomas
 - Tad Thayer
 - Eric Szalc
 - Joe Pelesky
22. To approve Peter J. Camarda & Associates, LLC as Interim Business Manager effective May 20, 2020 at the daily rate of \$500.00.

The Personnel Committee recommends items 1 thru 22 be approved.

XII. Committee Report

Finance Committee (Jim Fisher – Chairperson)

Action Items

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|---------------------|---------------------------------|-----------|---------------|
| 1. ACCOUNTS PAYABLE | AWBCC Operating Fund | 4/30/2020 | \$ 626,353.57 |
| | Alfred W. Beattie Memorial Fund | 4/30/2020 | \$.00 |
| 2. BUDGET REPORTS | AWBCC Operating Budget | 4/30/2020 | |
| 3. CASH REPORTS | AWBCC Operating Fund | 4/30/2020 | \$ 695,225.59 |
| | Alfred W. Beattie Memorial Fund | 4/30/2020 | \$ 212,930.67 |
| | AWBCC Student Activity Accounts | 4/30/2020 | \$ 43,408.50 |
4. To approve the purchase of four (4) iBoard Touch 86 ONE Series Instructional Systems through CAN Technology Solutions of Pittsburgh, PA in the amount of \$29,736.00 with installation on Costar Contract #034-068.

The Finance Committee recommends items 1 thru 4 be approved.

Information Items

1. Final step in the 2020-2021 budget review and approval process by the nine-member districts:

May, 2020 Full Board approval – **As per the Articles of Agreement:** “The budget shall be adopted, by joint meeting or mail ballot by two-thirds of the Member School Districts and by the affirmative vote of a majority of all the members of the Full Board during the month of May. Said budget shall be subject to final approval by the Pennsylvania Department of education.”

2. The Director of Finance will review the results of the member districts’ vote to approve the AWBCC 2020-2021 budget.
3. Kiddie Tech Child Care and Early Learning Center:
A. April 2020 – Report of Enrollment, Revenue and Expenditures.
B. Report on Enrollment, Revenue and Expenditures YTD.

XIII. Committee Report

Building and Grounds Committee (Louis Buck – Chairperson)

No Action Items

XIV. Committee Report

Policy Committee (Christine Misback – Chairperson)

Action Items

1. To approve the following revised policies as required by the Office of Safe Schools
- #247 Hazing
 - #248 Harassment
 - #249 Bullying

Attachment 10
Attachment 11
Attachment 12

The Policy Committee recommends item 1 be approved.

XV. Legislative Report (Libby Blackburn – Chairperson)

Action Item

1. To approve _____ as the A. W. Beattie Career Center – PSBA voting delegate. The PSBA Delegate Assembly will occur on Saturday, November 7, 2020 at 9 a.m. on the Campus of Mountain View Middle School, Cumberland Valley S.D., or by Zoom.

The Legislative Committee recommends item 1 be approved.

XVI. Public Relations Report (Dr. Eric Bieniek – Chairperson)

No Action Items

XVIII. Old Business

XIX. New Business

1. Executive Director Evaluation

XX. Next Meeting:

June 18, 2020 - A. W. Beattie Career Center

6:00 p.m. Committee Meetings

6:30 p.m. Joint Operating Committee Meeting (Arlene J. Bender Student Conference Center)