

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

**Combined Board Meeting August 20, 2020
6:30 PM ET - Joint Operating Committee Meeting**

ARLENE J. BENDER STUDENT CONFERENCE CENTER

The ZOOM link below is to enable the public to participate in the Joint Operating Committee meeting as we strive to maintain social distancing and group gathering protocols.

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/72412939695?pwd=dUIVV1MyT0loRWNJT3cvbzJRR111dz09>

❖ 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.

AGENDA

- I. Call to Order***
- II. Pledge of Allegiance***
- III. Roll Call***
- IV. Invitation for the public to address the Joint Operating Committee***
- V. Approval of Minutes of June 18, 2020***
- VI. President’s Report***
- VII. Superintendent of Record’s Report***
- VIII. Solicitor’s Report***
- IX. Executive Director’s Report***

X. Committee Report

Organization & Curriculum Committee (Jim Tunstall – Chairperson)

Action Item

1. To approve the renewal of the Western Psychiatric Institute (UPMC) contract for the 2020 - 2021 school term for the services of Giselle Fernandes, LSW, and an agreed upon LSW staff member to be named, to work with students for psycho-social assistance, as needed, up to 540 school contact hours. Cost not exceed \$ _____. Expense will be funded by the Perkins Grant and local funds.
2. To approve a Cosmetology Student Teacher Scholarship for Courtney Haber (HA) for the 2020 – 2021 school year.
3. To approve the administration submitting the Career Center’s Flexible Instruction Day (FID) application Attachment 1 to the PA Department of Education for review and approval.
4. To approve the administration submitting the Career Center’s 2020 – 2021 Re-Opening Health and Attachment 2 Safety Plan to the PA Department of Education as required.
5. To approve the administration submitting the Career Center’s 2020 – 2021 Re-Opening Hybrid Plan Attachment 3 to the PA Department of Education as required.
6. To approve the adoption of the following textbooks for the Surgical Sciences program:
 - A. Alexander’s Care of the Patient in Surgery
E-Book Package
ISBN: 978-0-323-47914-1/533010
Cost: \$260.00/unit
 - B: Surgical Technology Principles and Practices
E-Book Package
ISBN: 978-1-4557-2500-9/430579
Cost: \$234.99/unit
7. To approve the Business Manager Cooperation Agreement between A.W. Beattie Career Center Attachment 4 and Lenape Technical School effective August 3, 2020. (This agreement was approved by the Lenape Technical School JOC on July 23, 2020.)
8. To approve the recommended revised 2020 – 2021 school calendar. The first day for Attachment 5 students will be August 31st and the last day of school for students will be June 4th.
9. To approve the adult cosmetology tuition contract of \$10/hr for returning graduates to complete their 1,250 required hours of instruction.

The Organization & Curriculum Committee recommends items 1 through 9 be approved.

XI. Committee Report

Personnel Committee (Greg Stein – Chairperson)

Action Item

1. To approve the following revised Job Description:
 - # 2050 – Business Manager Attachment 6
 - # 4010 – Executive Administrative Assistant Attachment 7
 - # 4016 – Business Office – Accounts Payable and Purchasing Specialist Attachment 8

2. To approve the following substitutes for the 2020 - 2021 school year:
 - Hilary Faló (Heath & Nursing Sciences, Dental/Pharmacy, Sports Med, Veterinary Sciences)
 - Nicholas Sauer (Building Wide)
 - Jim Wolslayer (Building-Wide)
 - John Swanson (Auto Body, Auto Tech, CBC, HVAC)

3. To approve assigning the following EMT/Nursing Supplemental contracts for the 2020 - 2021 school year to the following individuals at \$1,850.00 each:
 - J.T. Thomas - EMT/P,
 - Cheryl Rogowski – EMT
 - Doug Moran, RN
 - Sarah Dietz, RN

4. To approve the following supplemental contracts for the 2020 - 2021 school year as outlined in the professional agreement with the A. W. Beattie Education Association for the following:

FCCLA (\$2,500 – Prorated 3 ways)	John Ellis Cari Ludwig Aaron Yurek	
SkillsUSA (\$2,500 – Prorated, as designated)	John Brown Paula Gibson Heather Brown Andrew Dumbeck	
Cosmetology Student Teacher Supervisor Cosmetology Supervisor National Technical Honor Society	Cindy Cazin Cindy Cazin Darren Vtipil Scott Scariot	
Culinary Supervisor Beattie Ambassadors Modular Home (\$2,250 Prorated)	Aaron Yurek Jennifer Grooms John Brown Eric Carlini	
Teacher Mentor for Sara Goodyear	Kim Zylinski	(1/3 of 3 yrs. - Yr. 2)
Teacher Mentor for Jennifer Evanitsky	Andrew Dumbeck	(1/3 of 3 yrs. - Yr. 3)
Teacher Mentor for Sarah Dietz	Paula Gibson	(1/3 of 3 yrs. - Yr. 1)
Teacher Mentor for Doug Moran	Darren Vtipil	(1/3 of 3 yrs. - Yr. 1)
Teacher Mentor for Vincenzina Olszewski	Megan Chuckery	(1/3 of 3 yrs. - Yr. 1)
FIRST Robotics Lead	Michael Purucker	
FIRST Robotics Team	Clif Bossong	

5. To approve the employment of Ryane Taylor in Kiddie Tech Day Care Center at an hourly rate of \$9.00, no benefits, effective August 24, 2020. (The infant room at the day care is at full capacity.)
6. To approve the following rate adjustment for Melissa Waldron in the Kiddie Tech Day Care Center. Ms. Waldron's rate effective July 1, 2020 is \$9.50, no benefits.
7. To approve the appointment of Bradley Walker as the Business Manager of A.W. Beattie Career Center for the term of October 1, 2020 through June 30, 2023, per the attached Business Manager Agreement. Mr. Walker will be compensated for up to ten (10) on site transition days at his hourly per-diem rate not to exceed eight hours per day for a maximum of 10 days prior to October 1, 2020. Attachment 9
8. To approve the continued employment of the summer IT interns through September 30, 2020. They will assist with technology integration as we begin the school year.

The Personnel Committee recommends items 1 thru 8 be approved.

XII. Committee Report

Finance Committee (Jim Fisher – Chairperson)

Action Items

- | | | | | |
|---------------------|---------------------------------|-----------|----|--------------|
| 1. ACCOUNTS PAYABLE | AWBCC Operating Fund | 6/30/2020 | \$ | 1,467,329.34 |
| | | 7/31/2020 | \$ | 46,295.33 |
| | Alfred W. Beattie Memorial Fund | 6/30/2020 | \$ | .00 |
| | | 7/31/2020 | \$ | .00 |
| 2. BUDGET REPORTS | AWBCC Operating Budget | 6/30/2020 | | |
| | | 7/31/2020 | | |
| 3. CASH REPORTS | AWBCC Operating Fund | 6/30/2020 | \$ | 686,774.39 |
| | | 7/31/2020 | \$ | 2,001,519.92 |
| | Alfred W. Beattie Memorial Fund | 6/30/2020 | \$ | 213,049.53 |
| | | 7/31/2020 | \$ | 213,073.04 |
| | AWBCC Student Activity Accounts | 6/30/2020 | \$ | 57,863.28 |
| | | 7/31/2020 | \$ | 57,875.57 |
4. To authorize: Eric Heasley and Dr. Jason Watkins to be the authorized signatures on the A.W. Beattie Career Center – Student Activity Account.
 5. To accept the PA Commission on Crime and Delinquency (PCCD) 2020 – 2021 COVID – 19 School Health and Safety Grant in the amount of \$90,000. The funds will be utilized for laptops for remote learning, web cameras for instruction, and sanitizing equipment and supplies.
 6. To accept E-Rate funding in the amount of \$23,790.00 towards the replacement of the IT core switch within the server room. This purchase was discussed early last fall.
 7. To accept the following PA Cares Act funding for the Kiddie Tech Day Care Center:
 - A. \$10,000.00 assigned to the June, 2020 Kiddie Tech account
 - B. \$13,300.00 assigned to the July, 2020 Kiddie Tech account
 8. To accept the PA Department of Education, Governor's Emergency Education Relief (GEER) fund, known as CTC Equity Grant in the amount of \$100,863.00. These funds are to be used for instructional resources and certification testing for students.

9. To approve the re-appointment of Mark C. Turnley, CPA and Associates as the auditor for A.W. Beattie at the following fee structure: Attachment 10
- | | |
|---------------|------------|
| June 30, 2020 | \$7,200.00 |
| June 30, 2021 | \$7,400.00 |
| June 30, 2022 | \$7,400.00 |

10. To approve the purchase of a Sim Cab Nursing RX Standard Training unit in the amount of \$26,445.00 with shipping from KbPort of Shaler Twp. This purchase will be funded through the 2020 – 2021 Perkins Grant Funds. (Sole source letter on file.)

The Finance Committee recommends items 1 thru 10 be approved.

Information Item

1. Kiddie Tech Childcare and Learning Center
 - A. June and July 2020 – Report on Enrollment, Revenue and Expenditures.
 - B. Report on Enrollment, Revenue and Expenditures YTD.

XIII. Committee Report

Building and Grounds Committee (Louis Buck – Chairperson)

Action Items

1. To approve the shatter proof safety window film bid of U.S. Film Crew, Pittsburgh, PA 15235 in the amount of \$28,934.00. The 2019 – 2021 PCCD Safety and Security Grant will fund \$ 12,500.00, the balance of \$16,434.00 will be funded by the 2017 Capital Fund.

The Buildings and Grounds Committee recommends item 1 to be approved.

XIV. Committee Report

Policy Committee (Christine Misback – Chairperson)

No Action Items

XV. Legislative Report (Libby Blackburn – Chairperson)

No Action Items

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

No Action Items

Information Item

XVII. Old Business

XVIII. New Business

XIX. Next Meeting:

September 24, 2020 - A. W. Beattie Career Center

5:30 p.m. Dinner

6:00 p.m. Committee Meetings

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