

A.W. Beattie Career Center Joint Operating Committee

Combined Board Meeting – March 25, 2021

5:45 PM – Light Dinner

6:30 PM – Joint Operating Committee Meeting

Arlene J. Bender Student Conference Center

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/78805238942?pwd=K1IEWktyZUN4dWo1R29NenRzUHBBdz09>

- ❖ 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 6:15 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 January 21, 2021**
- VI. President’s Report**
- VII. Superintendent of Record’s Report**
- VIII. Solicitor’s Report**
- IX. Executive Director’s Report**
 - Technology Department Update – Mr. Miller**
 - Lighting Update – Mr. Steiner**
 - Curriculum Update – Mrs. Holzworth**

X. Committee Report

Organization & Curriculum (James Tunstall – Chairperson)

Action Item:

1. To approve the revised Student Activities Manual. Attachment #1
2. To approve the revised Perkins V Procedure Manual as required by PDE. Attachment #2
3. To approve the revised 2020 – 2021 school calendar. Attachment #3
4. To approve the 2021 – 2022 School and Administrative calendars. Attachment #4
5. To approve the revised JOC meeting date of May 20, 2021, replacing May 27, 2021, in anticipation of the Senior Recognition Ceremony.
6. To approve the Behavioral Health Professional Service Agreement between Allegheny Clinic (AHN) and A.W. Beattie Career Center effective with the 2021 – 2022 school year, as reviewed by the solicitor. Attachment #5
7. To approve the Executive Director submitting a NOCTI waiver request for the 2020 - 2021 exam as provided for under Act 136 of 2020 to the PA Department of Education relating to loss of hands-on instructional learning during the ongoing COVID-19 pandemic.
8. To approve the revised Hybrid Plan of Instruction effective April 12, 2021. Attachment #6

The Organization & Curriculum Committee recommends items 1 and 8 be approved.

XI. Committee Report

Personnel Committee (Greg Stein – Chairperson)

Action Items:

1. To authorize the Administration to interview and hire up to four part-time, summer custodial personnel at a rate not to exceed \$14.75/hr. for adults and \$13.00/hr. for high school and college students with no benefits, subject to JOC ratification.
2. To approve the Administration to interview and hire up to four part-time, summer AWBCC student IT interns at a rate not to exceed \$12.50/hr. with no benefits, subject to JOC ratification.
3. To accept the resignation of Craig Zacharias, part-time custodian effective January 28, 2021.
4. To approve the following Cooperative Education students for employment in the Kiddie Tech Day Care Center at \$8.50/hr., no benefits.
 - a. Hailey Majetic (HA-12) Effective February 17, 2021
 - b. Abigail Armstrong (SH-12) Effective March 2, 2021
5. To approve Madison Gourley, as a part-time Assistant Group Supervisor in the Kiddie Tech Day Care Center, effective March 22, 2021 at an hourly rate of \$10.00/hr., no benefits.

6. To approve the employment of Kathleen Burke, as Accounts Payable and Purchasing Specialist at the salary of \$44,350.00 with benefits, effective March 15, 2021.
7. To approve an FMLA leave for employee #358 effective February 9, 2021 for approximately 12 weeks.

The Personnel Committee recommends that items 1 thru 7 be approved.

XII. Committee Report

Finance Committee (Jim Fisher – Chairperson)

Action Items:

1. ACCOUNTS PAYABLE	AWBCC Operating Fund	1/31/2021	\$ 569,407.58
		2/28/2021	\$ 915,865.36
	Alfred W. Beattie Memorial Fund	1/31/2021	\$
		2/28/2021	\$
2. BUDGET REPORT	AWBCC Operating Budget	1/31/2021	\$
		2/28/2021	\$
3. CASH REPORTS	AWBCC Operating Fund	1/31/2021	\$ 1,302,834.23
		2/28/2021	\$ 1,253,716.24
	AWBCC Money Market Fund	1/31/2021	\$ 3,000,145.38
		2/28/2021	\$ 3,000,720.75
	AWBCC Capital Reserve Fund	1/31/2021	\$ 162,428.16
		2/28/2021	\$ 161,724.26
	Alfred W. Beattie Memorial Fund	1/31/2021	\$ 213,087.66
		2/28/2021	\$ 213,089.60
	AWBCC Student Activity Accounts	1/31/2021	\$ 68,722.22
		2/28/2021	\$ 67,933.38

4. To authorize the administration to transfer the 2019-2020 adult education/cyber-charter tuition income in the amount of \$119,063.23 to the 2017 Capital Reserve account.
5. To approve the rate increases for the Kiddie Tech Day Care Center to be effective September, 2021. Attachment #7
6. To approve the following equipment purchases through the 2020 – 2021 Perkins V Grant:
 - A. 3 - kbPort Sim Cart RX standard training units through kbPort of Pittsburgh, PA at \$13,145.00/each with shipping cost of \$1,099.00 totaling \$14,244.00 for Health and Nursing Sciences. Previous sole source letter on file.
 - B. Elite Dual-Tilt Operating Table in the amount of \$2,894.00 plus shipping through Patterson Vet Supply, Sterling, MA.

7. To accept the 2020 – 2021 PDE Supplemental Equipment grant award in the amount of \$67,880.57.
8. To approve the following purchases through the 2020 – 2021 Supplemental Equipment grant:
 - A. Hoyer Journey Sit to Stand Lift with sling's for Sports Medicine and Health and Nursing Sciences in the estimated amount of \$5,691.71 plus shipping through Performance Health of Indianapolis, IN.
 - B. 3 – Hillrom Advanta 2 Med/Surg bed suite packages for Health and Nursing Sciences in the estimated amount of \$10,485.00 plus shipping through DiaMedical USA of West Bloomfield, MI.
 - C. 3 – Accutorr 7 Vital Sign Monitor – NIBP with Masimo SpO2 and SmarTemp at an estimated cost of \$7,425.00 plus shipping through Medical Device Depot of Ellicott City, MD.
 - D. 2 – Novum Hydraulic Patient Transfer Stretchers for Health and Nursing Sciences in the estimated amount of \$9,145.50 plus shipping through Medical Device Depot of Ellicott City, MD.
 - E. Dental Digital Scanner with imaging suite and virtual scan trainer for Dental Technology in the estimated amount of \$18,999.00 through Benco Dental Education PA Portal #132435 of Pittston, PA.
 - F. 2 – Gaumard Noelle Maternal and Newborn Care Patient Simulator Packages for ERT and Health and Nursing Sciences at an estimated cost of \$9,590.00 plus shipping through World Point of Wheeling, IL.

The Finance Committee recommends items 1 thru 8 be approved.

Information Items:

1. Remaining 2021 – 2022 Budget Schedule

April, 2021 Joint Operating Committee Members recommendation to present budget to the Full Board (81 members) for approval.

May, 2021 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. Kiddie Tech Early Learning Center

- A. Report on January and February 2021 Revenue, Expenditures and Enrollment.
- B. Report on Revenue and Expenditures, year-to-date.

3. JOC members please submit your Statement of Financial Interests for 2020 to Mrs. Wasielewski.

4. As it relates to the 2019 – 2020 financial audit, an exit conference was held on March 15, 2021 with the local auditor, JOC Officers/Members, and Administration. The auditor reported there were no findings. An electronic copy of the audited financial statements, year ending June 30, 2020, were electronically distributed to the JOC members. (JOC Officers/Members: Mr. Dan O’Keefe, Mr. Greg Stein, Ms. Elizabeth Warner, and Mr. Ron Frank participated in the exit conference.)

XIII. Committee Report

Building & Grounds Committee (Dee Spade - Chairperson)

Action Items:

1. To approve the installation of Forbo Flotex carpet squares in the Dining Room at an estimated cost of \$13,560.00 through Butler Floor & Carpet, Butler, PA. (2020 – 2021 Operating Budget)
2. To approve the purchase and installation of a 30 X 31 Carport and concrete pad for the Carpentry and Building Construction program to provide outside learning space in the estimated cost of \$19,885.00. Pad and excavation through Bagaley Services, LLC and A.W. Beattie. Carport through Carport Central of Mount Airy, NC. (2020 – 2021 Operating Budget)

The Building & Grounds Committee recommends items 1 and 2 be approved.

Information Item:

1. On March 9, 2021 AWBCC conducted the required, annual Integrated Pest Management (IPM) review meeting.

XIV. Committee Report

Policy Report (Christine Misback – Chairperson)

Action Items:

1. To approve the following revised policies:
 - 005 Organization Attachment #8
 - 103 Non-Discrimination-Title IX Sexual Harassment Affecting Students with Administrative Guidelines Attachment #9
 - 104 Non-Discrimination-Title IX Sexual Harassment Affecting Employees with Administrative Guidelines Attachment #10
 - 705 Facilities and Workplace Safety Attachment #11
 - 805 Emergency Preparedness and Response Attachment #12
 - 811 Bonding Attachment #13
 - 812 School Insurance Attachment #14
 - 906 Public Complaints Attachment #15
2. To approve the following new policy:
 - 317.2 Educator Misconduct Attachment #16

The Policy Committee recommends that items 1 and 2 be approved.

XV. Committee Report

Legislative Report (Libby Blackburn – Chairperson)

No Action Items

XVI. Committee Report

Public Relations Report (Dr. Eric Bieniek – Chairperson)

No Action Items

XVII. Old Business

1. A.W. Beattie Career Center – Electronic Entrance Sign

XVIII. New Business

XIX. Executive Session

XX. Next Meeting

April 22, 2021 – A.W. Beattie Career Center – Arlene J. Bender Student Conference Center

5:30 p.m. Dinner

6:00 p.m. Committee Meetings

6:30 p.m. Joint Operating Committee Meeting