

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

## **Combined Board Meeting – January 20, 2022**

5:30 p.m. – Dinner  
6:00 p.m. – Executive Session  
6:10 p.m. – Committee of the Whole  
6:30 p.m. – Joint Operating Committee

### **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/75244080954?pwd=JhuZMNbm-PUJhGe9qzFOoiZd7lCS0.1>

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 to the public to address the Joint Operating Committee***
- V. Approval of Minutes of December 16, 2021***
- 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 (Libby Blackburn – Chairperson)**

**Action Items:**

1. To approve the following CBC students and instructor, John Brown, presenting and participating in the Residential Construction Management and Competition at the National Association of Home Builders Conference in Orlando, FL on February 6 – 10, 2022. At an estimated cost of \$5,480.00 (\$3,000.00 funded by the Home Builders and \$2,480.00 Operating Budget).
  - Graydon Sherron – PR – 12
  - Ryan Geeting – NG – 12
  - Marc Sostmann – NA – 12
  - Shane O’Neill – NA – 12
2. To approve up to 15 FCCLA students and 2 advisors participating in the FCCLA State Competition on March 21 – 23, 2022 at Seven Springs. Estimated cost of \$8,720.00 to be charged: \$6,140.00 FCCLA Student Activities, \$2,580.00 Operating Budget.
3. To reaffirm the Career Center’s Health and Safety Plan dated August 19, 2021 for the balance of the 2021 – 2022 school year. Attachment #1

**The Organization & Curriculum Committee recommends that items 1 thru 3 be approved.**

**Information Items:**

1. The Automotive Technology program underwent a PA Inspections and Emissions quality assurance review on December 17, 2021, the program earned a rating of 100% compliant. Excellent efforts go out to Mr. Parks for his work.

**XI. Committee Report**

**Personnel Committee (Greg Stein – Chairperson)**

**Action Items:**

1. To approve the resignation of Melissa Waldron as Floater/Assistant Teacher in the Kiddie Tech Day Care Center effective January 4, 2022.
2. To approve the following students Internship experiences in the Culinary Arts program effective January 6, 2022 at the hourly rate of \$10.00, no benefits, approximately 8 hours per week.
  - Clement Flynn – PR
  - Abigail Molinaro – HA
3. To rescind the employment offer to Hannah Heasley, for the Kiddie Tech Day Care Center. Ms. Heasley accepted an alternative employment offer.

**The Personnel Committee recommends that items 1 thru 3 be approved.**

**Information Items:**

1. As the Career Center continues updating Human Resources information to employees, the attached AWBCC New Hire Acknowledgement Form will become part of the New Hires packet of information. (The form has been vetted by the Solicitor.) Attachment #2

**XII. Committee Report**

**Finance Committee (Jim Fisher – Chairperson)**

**Action Items:**

1. ACCOUNTS PAYABLE	AWBCC Operating Fund	12/31/2021	\$ 680,822.35
	AWBCC Capital Reserve Fund	12/31/2021	\$ 1,114.50
	Alfred W. Beattie Memorial Fund	12/31/2021	\$
2. BUDGET REPORT	AWBCC Operating Budget	12/31/2021	\$
3. CASH REPORT	AWBCC Operating Fund	12/31/2021	\$ 1,738,935.27
	PLGIT & PSDLAF	12/31/2021	\$ 612,422.24
	AWBCC Money Market Fund	12/31/2021	\$ 3,005,189.07
	AWBCC Capital Reserve Fund	12/31/2021	\$ 192,417.15
	Alfred W. Beattie Memorial Fund	12/31/2021	\$ 213,158.45
	AWBCC Student Activity Accounts	12/31/2021	\$ 88,886.86

4. To authorize the Finance Office to issue payments during February 2022 for payroll, benefits, utilities, purchases, and petty cash subject to ratification by the Joint Operating Committee at the March 10, 2022 meeting.
5. To authorize the Finance Office to transfer the balance of the 2017 Capital Reserve Fund totaling \$192,395.86 to a 5 year 2022 Capital Reserve Fund.
6. To accept the 2021 – 2022 PDE Competitive Equipment Grant in the amount of \$47,282.00.
7. To approve the purchase of a LifePak 15 monitor/defibrillator with prevent service package in the amount of \$44,842.50, 50% 2021 – 2022 Competitive Equipment Grant/50% Capital Reserve Fund, through Stryker Medical of Chicago, IL. (Sole source letter on file). This equipment will be shared by the medical related programs.
8. To approve the purchase of a Snap-on Zeus vehicle electronic diagnostics workstation through Snap-on Industrial of Crystal Lake, IL in the amount of \$17,143.19, with \$7,890.00 as part of the 2021 – 2022 Competitive Equipment Grant and the balance of \$9,253.19 charged to the Capital Reserve Fund on COSTARS Contract #008-718.
9. To approve the following Hurst Vehicle Rescue Tools equipment purchase for the ERT program through Municipal Emergency Services of Poughkeepsie, NY totaling \$27,475.12 plus shipping. (Capital Reserve Account)
  - Hurst Cutter \$9,839.68
  - Hurst Strong Arm Spreader \$6,849.41
  - Hurst Ram \$7,208.47
  - Battery/Charger Package \$3,577.56

**The Finance Committee recommends items 1 thru 9 be approved.**

**Information Items:**

**1. Remaining 2022 – 2023 Budget Schedule:**

**January, 2022** Review of the 2022 – 2023 A.W.B.C.C. Operating Budget Draft.

**April, 2022** Joint Operating Committee members recommendation to present budget to the Full Board (81 members) for approval.

**May, 2022** 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 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 Childcare and Early Learning Center**

KT Director – December 2021 Report on Enrollment, Revenue and Expenditures.

KT Director – 2021 – 2022 Report on Enrollment, Revenue and Expenditures to date.

**XIII. Committee Report**

***Building & Grounds Committee (Dee Spade – Chairperson)***

**Action Items:**

1. To approve the material and installation purchase of the 30 X 31 X 8 CBC construction pad canopy carport in the amount of \$10,109.40 from American Building Products of Mount Airy, NC. (Fund Balance).
2. To approve the estimated cost of the concrete pad installation, permits and supplies in the amount of \$8,600.00 (Fund Balance). (Note: The cost of the building blueprints in the amount of \$2,070.60 was charged to the 2020 – 2021 Operating Budget.)
3. To approve the following quotes through Jeffrey Associates of Indianola, PA on COSTARS #14-027 Vendor #184111 to be paid for through the American Rescue Plan Act (ARPA) Child Care Stabilization Grant for the Kiddie Tech Day Care Center:
  - A. The painting of a four square and hopscotch game on the basketball court surface at a cost of \$1,200.00.
  - B. Replacement of the EPDM rubber exterior play surface in blue, eggshell, and light gray mixed material at a cost of \$33,970.00.

**The Building & Grounds committee recommends items 1 thru 3 be approved.**

**Information Items:**

1. In accordance with Act 39 of 2018 – Section 742 School Code, A.W. Beattie Career Center conducted a potable water quality sampling for lead and copper on October 26, 2021 with the final report dated November 18, 2021 by PSI-Intertek of Pittsburgh, PA. The report stated: “Lead was not detected above or near EPA Action Levels or Women for a Healthy Environment recommendations.” This is a follow-up to a sampling conducted in 2016.
2. The Career Center conducted a Legionella water screening of potable water quality on October 26, 2021 with the final report dated November 17, 2021 by PSI-Intertek of Pittsburgh, PA. The report stated, “Legionella bacteria was not detected above the analytical detection limit. Periodic water sampling may be conducted to verify that Legionella levels remain below the OSHA Action Level, ideally at no Legionella detected.” This is a follow-up to sampling conducted following the COVID-19 building closure.

**XIV. Committee Report**  
**Policy Report (Elizabeth Warner – Chairperson)**

**Action Items:**

1. To approve the following reviewed policies:
  - 612 Purchases Not Budgeted Attachment #3
  - 615 Payroll Deductions Attachment #4
  - 616 Payment of Bills Attachment #5
  
2. To approve the following revised policy:
  - 614 Payroll Authorization Attachment #6

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

**Information Item:**

1. First reading of new policy:
  - 623 Anti-Fraud Attachment #7

**XV. Committee Report**  
**Legislative Report (Libby Blackburn – Chairperson)**  
**No Action Items**

**XVI. Committee Report**  
**Public Relations Report (Ron Frank - Chairperson)**

**Action Item:**

1. To approve the sponsorship of the Colton Flinner Race Team in the amount of \$750.00 for the advertisement of A.W. Beattie Career Center. (Mr. Flinner is a Beattie Automotive graduate from Hampton Township.)

**The Public Relations Committee recommends item 1 be approved.**

**XVII. Old Business**

**XVIII. New Business**

**XIX. Next Meeting**

March 10, 2022

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