

A.W. Beattie Career Center Joint Operating Committee

Combined Board Meeting – January 25, 2024

5:15 p.m. – Dinner

5:45 p.m. – Committee of the Whole
Mr. Matt Franz, Executive VP, HHSDR Architects
Study of Proposed Expansion for New Lab Space
6:15 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://zoom.us/j/96033997811?pwd=bTJaRUoMTdrK1RrbVYrVUx4Nm81UT09>

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 at 6:10 PM ET for the public. The JOC Meeting will not start before 6:15 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 14, 2023***
- VI. President’s Report***
- VII. Superintendent of Record’s Report***
- VIII. Solicitor’s Report***
- IX. Executive Director’s Report***
 - 2024 – 2025 Budget Draft Update – Mr. Ryan Neely***

X. Committee Report

Organization & Curriculum Committee (Libby Blackburn – Chairperson)

Action Items:

1. To approve Mr. Nate Monroe, Automotive Technology and two (2) students participating in the PAA Competition in Hershey, PA on February 21 – 23, 2024 at an estimated cost of \$2,000.00, Operating Budget.
2. To reaffirm the Career Center’s Health and Safety Plan dated June 15, 2023 for the balance of the 2023 – 2024 school year. As posted on the Career Center website.
3. To approve the 2024 – 2025 School Calendar. Attachment #1
4. To approve the 2024 – 2025 Administrative/Support Staff Calendar. Attachment #2
5. To approve the offering of Summer Camp June 10 – 13, 2024, staff compensation will be at \$30/hr.
6. To authorize the administration to dispose/donate I-MAC out of date computers in the most economical means.
7. To approve Paula Gibson and Joanne Vano to participate in the US Army Education Tour at Fort Sam Houston, TX on June 24 - 27, 2024 at no cost to A.W. Beattie.

The Organization & Curriculum Committee recommends that items 1 thru 7 be approved.

Information Item:

1. The Automotive Technology program underwent a PA Inspections and Emissions quality assurance review on December 19, 2023, through PennDOT. The program earned a rating of compliant. Outstanding efforts go out to Mr. Monroe and Mr. Bennett for their excellent work.

XI. Committee Report

Personnel Committee (Ron Frank – Chairperson)

Action Items:

1. To ratify Dr. Patrick Mannarino as the Superintendent of Record for the period of July 1, 2024 through June 30, 2027.
2. To approve Ms. Meghan Dunegan-Rozycki completing her Cooperative Education practicum experience through IUP with Mrs. Joanne Vano between January 1 – April 1, 2024. Ms. Dunegan-Rozycki is employed at Northern Westmoreland CTC.
3. To ratify the resignation of Employee #460 effective the end of the day, January 8, 2024.
4. To ratify the resignation of Employee #464 effective the end of the day, January 8, 2024.
5. To approve the employment of Reilly Rubenstein as an Assistant Group Supervisor in the Kiddie Tech Day Care Center effective January 15, 2024, at the hourly rate of \$16.00. (No Healthcare Benefits)

The Personnel Committee recommends that items 1 thru 5 be approved.

XII. Committee Report

Finance Committee (Jim Fisher – Chairperson)

Action Items:

- | | | | |
|---------------------|---|------------|-----------------|
| 1. ACCOUNTS PAYABLE | AWBCC Operating Fund | 12/31/2023 | \$ 1,037,298.07 |
| | AWBCC Capital Reserve Fund | 12/31/2023 | \$ |
| | Alfred W. Beattie Memorial Fund | 12/31/2023 | \$ |
| | Conroy D. Guyer Fox Chapel Charitable Trust | 12/31/2023 | \$ 3,745.00 |
| 2. BUDGET REPORT | AWBCC Operating Budget | 12/31/2022 | \$ |
| 3. CASH REPORT | AWBCC Operating Fund | 12/31/2023 | \$ 1,011,734.34 |
| | PLGIT & PSDLAF | 12/31/2023 | \$ 2,107,795.98 |
| | AWBCC 3-Month CD | 12/31/2023 | \$ 505,699.84 |
| | AWBCC Money Market Fund | 12/31/2023 | \$ 1,451,017.44 |
| | AWBCC Capital Reserve Fund | 12/31/2023 | \$ 175,565.64 |
| | Alfred W. Beattie Memorial Fund | 12/31/2023 | \$ 228,364.65 |
| | Conroy D. Guyer Fox Chapel Charitable Trust | 12/31/2023 | \$ 7,266.61 |
| | AWBCC Student Activity Accounts | 12/31/2023 | \$ 71,574.01 |
4. To authorize the Finance Office to issue payments during February 2024 for payroll, benefits, utilities, purchases, and petty cash subject to ratification by the Joint Operating Committee at the March 21, 2024 meeting.
5. To accept the first installment of the 2023 - 2024 PDE Supplemental Equipment Grant in the amount of \$101,802.00.
6. To approve the purchase of sixteen (16) 2172 MAC Studio Apple MS MAX Computer packages for the Advertising Design program in the amount of \$69,056.00 through the Apple Store for Education Institutions on proposal #2 111 368 669. The purchase price is funded through the first installment of the 2023 – 2024 PDE Supplemental Equipment Grant.
7. To approve the purchase of an IDEXX ProCyte ONE Vet Science Blood Analyzer in the amount of \$15,616.95 through IDEXX Laboratories of Youngstown, OH on Contract #2024-434193-1. Single Source letter on file. The purchase price is funded through the first installment of the 2023 – 2024 PDE Supplemental Equipment Grant.

8. To approve the listed 2023 - 2024 Operating Fund budget transfers:

Account	Account Description	To:	From:
10-1300-650-000	VOC ED - Software Licensing Fees	\$ 8,313	
10-1300-640-000	VOC ED - Books and Periodicals		\$ 4,088
10-1300-610-000	VOC ED - General Supplies		\$ 4,225
To cover additional cost of various school-wide licensing for instructional programs			

Account	Account Description	To:	From:
10-1300-810-000	VOC ED - Dues And Fees	\$ 3,761	
10-1300-750-000	VOC ED - New Equipment		\$ 3,761
To account for cost of CCAC Dual Credits Coursework			

Account	Account Description	To:	From:
10-1330-430-014	ERT - Repairs & Maintenance	\$ 2,780	
10-1330-430-009	DENTAL/PHARM - Repairs & Maintenance		\$ 1,390
10-1330-430-011	HEALTH & NURSING SCI - Repairs & Maintenance		\$ 1,390
To account for cost of fire truck maintenance and fire extinguisher trainer kit repairs in ERT Program			

Account	Account Description	To:	From:
10-1330-750-017	SURG SCI - Equipment	\$ 6,635	
10-1330-610-017	SURG SCI - General Supplies		\$ 6,635
For the purchase of Headlight System and Tabletop Warmer for Surgical Science Program			

Account	Account Description	To:	From:
10-1342-610-008	Culinary - General Supplies	\$ 3,000	
10-1380-121-002	AT - Regular Salaries		\$ 3,000
To account for the increased costs of food supplies for Culinary program			

Account	Account Description	To:	From:
10-1380-610-003	CBC - General Supplies	\$ 20,000	
10-1380-121-002	AT - Regular Salaries		\$ 20,000
To account for the increased unit costs of supplies, and increased quantities purchased for CBC Program			

Account	Account Description	To:	From:
10-1380-610-007	Cosmo - General Supplies	\$ 3,500	
10-1380-121-013	HVAC - Regular Salaries		\$ 3,500
To account for the increased unit costs of supplies for the Cosmetology program			

Account	Account Description	To:	From:
10-1380-610-013	HVAC - General Supplies	\$ 25,000	
10-1380-121-013	HVAC - Regular Salaries		\$ 25,000
For the purchase of Workbenches, Drill and Impact Driver kits, and various re-stocking of needed supplies within the HVAC Program			

Account	Account Description	To:	From:
10-1380-610-017	CNET - General Supplies	\$ 2,771	
10-1380-211-003	CBC - Medical Insurance		\$ 2,771
Purchase of 14 Computer Tables for CNET Program			

Account	Account Description	To:	From:
10-1380-650-002	AT - TECHNOLOGY SUPPLIES	\$ 2,726	
10-1380-211-003	CBC - Medical Insurance		\$ 2,726
For AVI On Demand and Mitchell On Demand software licensing programs for Auto Tech program			

Account	Account Description	To:	From:
10-1380-650-017	CNET - TECHNOLOGY SUPPLIES	\$ 5,995	
10-1380-211-013	HVAC - Medical Insurance		\$ 5,995
Testout Site License for Cyber Security coursework in CNET Program			

Account	Account Description	To:	From:
10-1380-760-005	Ad Design- Equipment - Replacement	\$ 9,795	
10-1300-750-000	VOC ED - New Equipment		\$ 2,235
10-1380-211-005	Ad Design- Medical Insurance		\$ 7,560
Purchase of 5 new iMac's for Ad Design program			

Account	Account Description	To:	From:
10-2122-650-000	Counseling Services - Admin Software Licensing	\$ 3,000	
10-2122-610-000	COUNSELING - Supplies		\$ 3,000
For the cost of the Smart Futures Program			

Account	Account Description	To:	From:
10-2220-750-000	IT - Equipment Purchases	\$ 17,531	
10-1300-750-000	VOC ED - New Equipment		\$ 6,614
10-1330-750-015	VET SCI - Equipment - NEW		\$ 10,917
To pay for 4 iBoard Touches			

Account	Account Description	To:	From:
10-1330-211-015	VET SCI - Medical Insurance	\$ 15,500	
10-2380-211-000	Principal - Medical Insurance	\$ 12,000	
10-2620-211-000	FACILITIES - Reg Staff Medical Insurance		\$ 7,000
10-1241-211-000	LEARN SUPP - Medical Insurance		\$ 20,500
To account for mid-year change in employee benefit elections			

The Finance Committee recommends items 1 thru 8 be approved.

Information Items:

1. Remaining 2024 – 2025 Budget Schedule:

- January, 2024** Review of the 2024 – 2025 A.W.B.C.C. Operating Budget Draft.
- April, 2024** Joint Operating Committee members recommendation to present budget to the Full Board (81 members) for approval.
- May, 2024** 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 2023 Report on Enrollment, Revenue and Expenditures.
KT Director – 2023 – 2024 Report on Enrollment, Revenue and Expenditures to date.

XIII. Committee Report

Building & Grounds Committee (Dee Spade – Chairperson)

No Action Items

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)

No Action Items

Information Items:

1. The following policies will be reviewed by the Policy Committee in preparation for the March 21, 2024 Joint Operating Committee Meeting.
- Policy 100 Comprehensive Plan
 - Policy 101 Philosophy of Education/Mission Statement
 - Policy 118.1 Independent Study (Rescind Policy)
 - Policy 119 Current Events

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

XVI. Committee Report
Public Relations Report (Rachael Rennebeck - Chairperson)
No Action Items

XVII. Old Business

XVIII. New Business

XIX. Next Meeting

March 21, 2024

A.W. Beattie Career Center – Automotive Collision Classroom

5:30 p.m. Dinner

5:45 p.m. Committee of the Whole Meeting – Curriculum Review Process

6:15 p.m. Joint Operating Committee Meeting