

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

Combined Board Meeting – March 21, 2024

5:30 PM – Dinner

5:45 PM – Committee of the Whole – Curriculum Overview

6:15 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://zoom.us/j/99389941762?pwd=S0h0bGIyYlZac3JGbnRoMIYzUUhaQT09>

❖ 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 5:40 PM ET, however, the JOC Meeting will not start until 6:15 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 25, 2024***
- VI. *President’s Report***
- VII. *Superintendent of Record’s Report***
- VIII. *Solicitor’s Report***
- IX. *Executive Director’s Report***

X. Committee Report

Organization & Curriculum (Libby Blackburn – Chairperson)

Action Items:

1. To approve 28 students and 3 advisors participating in the 2024 PA SkillsUSA Leadership Conference and Skill contest in Hershey, PA from April 3 - 5, 2024.
Total cost: \$19,137.58 Operating Budget \$15,947.58 Student Activity \$3,190.00
Mrs. Brown will be attending April 2 - 5.
2. To approve Sarah Dietz to serve as the Basic Healthcare Chair at the State SkillsUSA contest in Hershey, PA from April 3 - 5, 2024. There is no cost to the Career Center.
3. To approve Wednesday, May 29, 2024 for Senior Recognition at North Hills Martorelli Stadium. Rain Date: Thursday, May 30, 2024.
4. To approve the continued participation in the PA Department of Education TAP Professional Development Program for the 2024 – 2025 school term.
5. To approve Mr. Ciccone, Mr. Mansfield along with 3 Auto Collision students participating in the Technical School Education Day April 8 - 9, 2024 at the State Capital . Operating Budget estimated cost of \$2,095.00.
6. To approve Heather Brown attending the 2024 PASA Women’s Caucus Annual Conference in Hershey on May 19 – 21, 2024 at an estimated cost of \$1,731.00, Operating Budget.
7. To approve the updated Differentiated Supervision Plan for 2023 – 2024 through 2026 – 2027. Attachment #1
This is a mutual process with the education association and administration.

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

Information Items:

1. The CBC Program received a variety of building materials through Resnick Roofing, valued at \$6,000.00.
2. The Surgical Science program received the following donations:
 - \$20,000.00 in Training Supplies from Independence Health System – Latrobe Hospital
 - \$50,000.00 in Training Equipment and Supplies through Penn College of Technology

XI. Committee Report

Personnel Committee (Ron Frank – Chairperson)

Action Items:

1. To ratify the employment of Mr. Michael Lingsch as a Networking/Cyber Security instructor effective January 29, 2024, at the salary of \$67,950.00 with benefits, pro-rated for the balance of the 2023 – 2024 school year.
2. To accept the retirement of employee Nancy Loughrey, Special Education Facilitator at the conclusion of the 2023 – 2024 school year. As reviewed by the solicitor.

3. To accept the resignation of Cheryl Rogowski, Instructional Assistant at the end of the workday on February 16, 2024.
4. To accept the resignation of Emily Morrison, Kiddie Tech Day Care, effective at the end of the workday on March 1, 2024.
5. To approve Job Description #3150 Student Engagement Specialist. Attachment # 2
6. To approve the Executive Director posting for the following anticipated positions:
 - A. Student Engagement Specialist effective for the 2024 – 2025 school year
 - B. Special Education Learning Facilitator effective for the 2024 – 2025 school year
 - C. Culinary Arts Instructor effective for the 2024 – 2025 school year
 - D. 2 Building Wide Instructional Assistants (Part-Time)
 - E. Surgical Science Instructional Assistant (Part-Time)
 - F. Summer Student IT Department Interns (Part-Time)
 - G. Summer Custodial Staff (Part-Time)

The Personnel Committee recommends that items 1 through 6 be approved.

XII. Committee Report

Finance Committee (Jim Fisher – Chairperson)

Action Items:

- | | | | |
|---------------------|---|-----------|-----------------|
| 1. ACCOUNTS PAYABLE | AWBCC Operating Fund | 1/31/2024 | \$ 724,504.94 |
| | | 2/29/2024 | \$ 823,636.27 |
| | AWBCC Capital Reserve Fund | 1/31/2024 | \$ |
| | | 2/29/2024 | \$ |
| | Alfred W. Beattie Memorial Fund | 1/31/2024 | \$ |
| | | 2/29/2024 | \$ |
| | Conroy D. Guyer Fox Chapel Charitable Trust | 1/31/2024 | \$ 45.03 |
| | | 2/29/2024 | \$ |
| 2. BUDGET REPORT | AWBCC Operating Fund | 1/31/2024 | \$ |
| | | 2/29/2024 | \$ |
| 3. CASH REPORTS | AWBCC Operating Fund | 1/31/2024 | \$ 990,922.81 |
| | | 2/29/2024 | \$ 1,319,203.78 |
| | PLGIT & PSDLAF | 1/31/2024 | \$ 1,833,214.07 |
| | | 2/29/2024 | \$ 1,867,960.29 |
| | AWBCC 3-Month CD | 1/31/2024 | \$ 505,699.84 |
| | | 2/29/2024 | \$ 511,649.48 |
| | AWBCC Money Market Fund | 1/31/2024 | \$ 1,154,106.77 |
| | | 2/29/2024 | \$ 855,972.14 |
| | AWBCC Capital Reserve Fund | 1/31/2024 | \$ 175,946.59 |
| | | 2/29/2024 | \$ 133,933.74 |
| | Alfred W. Beattie Memorial Fund | 1/31/2024 | \$ 212,131.28 |
| | | 2/29/2024 | \$ 213,098.57 |
| | Conroy D. Guyer Fox Chapel Charitable Trust | 1/31/2024 | \$ 7,225.85 |
| | | 2/29/2024 | \$ 7,128.08 |
| | AWBCC Student Activity Accounts | 1/31/2024 | \$ 70,478.12 |
| | | 2/29/2024 | \$ 38,997.05 |
4. To authorize the administration to transfer the 2022 - 2023 Adult Education/Cyber-Charter tuition income from Fund Balance in the amount of \$82,760.00 to the 2022 Capital Reserve Account.
5. To accept a \$1,500.00 donation from Mr. James Langenhahn to assist ERT students. (This will follow our established outline to assist new students and graduating seniors.)

6. To approve aligning the Kiddie Tech Day Care Center PTO and Personal Days to follow a benefit cycle of July 1st – June 30th, effective July 1, 2024.
7. To accept the PA Department of Education 2023 – 2024 Competitive Equipment Grant in the amount of \$85,000.00.
8. To ratify the following purchases/usage of the 2023 – 2024 Competitive Equipment Grant Funds:
 - A. The purchase of a 20" PowerMatic Bandsaw with ArmorGlide through Saw Sales & Machinery Co of Gibsonia, PA in the amount of \$7,299.99
 - B. The purchase of two (2) Lincoln Power Mig 215 MPI, Tig Magnum Pro 100 SG Spool Gun with Viking 3350 Hood through Sky Oxygen of Carnegie, PA at \$3,922.29 per unit. Total estimated cost of \$7,844.58
 - C. The balance of the grant \$85,000.00 grant will be applied to the previously approved Automotive Collision Welding project upgrade.
9. To ratify the sale of a CBC chicken coop project in the amount of \$250.00 that will be utilized by Calvary Baptist Church of Allison Park, PA, as part of a community service project.
10. To ratify the sale of a CBC chicken coop project in the amount of \$500.00 to Patricia McDermott.
11. To approve the listed 2023 – 2024 Operating Fund Budget transfers:

Account	Account Description	To:	From:
10-1380-121-017	CNET - Regular Salaries		\$ 5,500
10-1380-211-017	CNET - Medical Insurance		\$ 6,000
10-1380-750-017	CNET - Equipment	\$ 4,130	
10-1380-610-017	CNET - General Supplies	\$ 7,370	
Utilize unused salary and benefits within CNET program for purchase of supplies and equipment to support new initiatives within the program			

Account	Account Description	To:	From:
10-1330-430-015	VET SCI - Repairs & Maintenance	\$ 660	
10-1330-610-015	VET SCI - General Supplies	\$ 1,941	
10-1330-650-015	VET SCI - Software Licensing Fees	\$ 193	
10-1330-750-015	VET SCI - Equipment - NEW		\$ 2,794
Repurpose unused equipment money for maintenance agreement for Vet Lab Station, additional classroom supplies, and e-textbooks for the Vet Science program.			

Account	Account Description	To:	From:
10-1300-750-000	VOC ED - New Equipment		\$ 5,000
10-1330-750-017	SURG SCI - Equipment - NEW	\$ 351	
10-1380-610-018	Robotics - General Supplies	\$ 818	
10-1380-610-013	HVAC - General Supplies	\$ 2,531	
10-1380-610-007	Cosmo - General Supplies	\$ 1,300	
Repurpose unused equipment money for additional cost for Surg Sci Tabletop Warmer equipment and additional supplies needed to support various programs.			

Account	Account Description	To:	From:
10-1300-580-000	VOC ED - Travel	\$ 8,500	
10-1241-190-000	LEARN SUPP - Instructional Assistants		\$ 8,500
For increased travel costs incurred for various conferences and competitions			

Account	Account Description	To:	From:
10-1380-430-003	CBC - Repairs And Maintenance		\$ 3,000
10-1380-720-003	CBC - Modular Home		\$ 15,000
10-1380-610-003	CBC - General Supplies	\$ 18,000	
Move funds within the CBC program to cover additional consumable costs, partially due to the Modular Home funds not being utilized.			

12. To accept a \$3,000.00 donation from the Raymond and Joanne Stein Charitable fund of the Pittsburgh Foundation. The funds will be utilized to support learning supplies in CBC.

The Finance Committee recommends items 1 through 12 be approved.

Information Items:

1. Remaining 2024 – 2025 Budget Schedule

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 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 2024 Revenue, Expenditures and Enrollment.
- B. Report on Revenue and Expenditures, year-to-date.

3. JOC members please submit your Statement of Financial Interests for 2023 to Mrs. Wasielewski.

4. As it relates to the 2022 – 2023 financial audit, an exit conference was held on February 13, 2024 with the local auditor Mark Turnley and associates of New Brighton, PA, JOC Officers/Members, and Administration. The auditor reported there were no findings. An electronic copy of the audited financial statements, year ending June 30, 2023, was electronically distributed to the full JOC on March 12, 2024. JOC Officers/Members: In Person: Larry Vasko and Virtually: Greg Stein, Ron Frank, James Fisher, Beau Blaser, Rachael Rennebeck, and James Calvert participated in the exit conference.

XIII. Committee Report

Building & Grounds Committee (Dee Spade - Chairperson)

Action Items:

1. To ratify the sale of one stand alone obsolete cosmetology station to Mr. and Mrs. Hogan for their daughter at the price of \$65.00, with the funds deposited in the 2022 Capital Reserve Fund.

The Building & Grounds Committee recommends item 1 be approved.

Information Item:

1. On March 13, 2024 AWBCC conducted our required, annual Integrated Pest Management (IPM) review meeting.
2. The Kiddie Tech Day Care Center received their PA Department of Human Services renewed Certificate of Compliance.

XIV. Committee Report

Policy Report (Elizabeth Warner – Chairperson)

Action Items:

1. To approve the following policy as reviewed and approved:
 - Policy 100 Comprehensive Plan Attachment #3

2. To approve the following policies as revised and approved:
 - Policy 101 Philosophy of Education/Mission Statement Attachment #4
 - Policy 119 Current Events Attachment #5

3. To approve rescinding policy:
 - Policy 118.1 Independent Study

The Policy Committee recommends items 1 through 3 be approved.

XV. Committee Report

Legislative Report (Libby Blackburn – Chairperson)

No Action Items

XVI. Committee Report

Public Relations Report (Rachael Rennebeck – Chairperson)

Action Item:

1. To approve the updated front façade signage utilizing version 1 as presented by novum designs of Pittsburgh, PA at as estimated cost of \$4,000.00. Operating Budget. Attachment #6

The Public Relations Committee recommends item 1 be approved.

XVII. Old Business

XVIII. New Business

Executive Session

XX. Next Meeting

April 25, 2024 – A.W. Beattie Career Center – Arlene J. Bender Student Conference Center

5:30 p.m. Dinner

5:45 p.m. Committee of the Whole

Presentation by: Ms. Jamie Doyle, Managing Director

PFM Financial Advisors LLC

6:15 p.m. Joint Operating Committee Meeting