

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

Combined Board Meeting May 23, 2024

5:00 PM – Picnic Dinner

5:30 PM – Student Organizations and Cooperative Education Program presentations

6:00 – Executive Session – Personnel and Legal Matters

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/94727359530?pwd=RVhTMTB2aFNlQlNyQ3YxV3lwTmVBdz09>

❖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 6:15 PM ET.

AGENDA

- I. *Call to Order***
- II. *Pledge of Allegiance***
- III. *Roll Call***
- IV. *Invitation for the public to address the Committee on Agenda Items***
- V. *Approval of Minutes of May 1, 2024***
- VI. *President’s Report***
- VII. *Superintendent of Record’s Report***
- VIII. *Solicitor’s Report***
- IX. *Executive Director’s Report***
 - Report on 2024 – 2025 budget and voting process – Mr. Neely
 - 2024 – 2025 Insurance Update – Mr. Neely

X. Committee Report

Organization & Curriculum Committee (Libby Blackburn – Chairperson)

Action Items:

1. To approve a list of course/programs for the 2024 - 2025 school year.
 - Advertising Design AM & PM
 - Automotive Collision Technology AM & PM
 - Automotive Technology AM & PM
 - Carpentry/Building Construction AM & PM
 - Cosmetology AM & PM
 - Culinary Arts AM & PM
 - Dental Careers AM & PM
 - Early Childhood Education AM & PM
 - Emergency Response Technology AM & PM
 - Health and Nursing Sciences AM & PM
 - HVAC AM & PM
 - Introduction to Pharmacy (11th and 12th Grade) AM & PM
 - Network Engineering and Cyber Security AM & PM
 - Pastry Arts AM & PM
 - Robotics Engineering Technology (RET) AM & PM
 - SMART-EST AM & PM
 - Surgical Sciences AM & PM
 - Veterinary Sciences AM & PM
2. To approve the Executive Director continuing to serve on the 2024 – 2025 FCCLA Board of Directors with meeting expenses funded through the Operating Budget at an estimated cost of \$350.00.
3. To approve the 2024 – 2025 Non-Consortium Tuition Rates for Cyber/Charter students at \$14,800.00.
4. To approve the returning post graduating Cosmetology students at an hourly rate of \$10.00 hr. to complete their required Cosmetology hours for certification.
5. To ratify Jennifer Groomes, Instructor, and four (4) student competitors’ participation in the PA Media & Design Competition in Carlisle, PA on May 20 – 21, 2024 at an estimated cost of \$1,750.00, Operating Budget.
6. To ratify the travel expense of Clif Bossong participating in the Aviation Education Forum in Harrisburg, PA on May 6 – 8, 2024 at the estimated cost of \$417.00, Operating Budget.
7. To approve the following Job Description revision: Attachment #1
 - 2060 Technology Director
8. To approve the following Job Description revision with the change in Perkins funding structure: Attachment #2
 - 3110 CRC - Career and Technical Education School Career and Resource Counselor
9. To approve the following Job Description revision with the completion of ESSR funding: Attachment #3
 - 3202 Emergency Nurse
10. To approve the attached Referral Linkage Agreement with Allegheny Health Network, as reviewed by the Solicitor. Attachment #4
11. To approve the continued service agreement with AHN Behavioral Health Professional Services for the 2024 – 2025 school year as previously utilized, as reviewed by the Solicitor. Attachment #5

12. To approve the updated A.W. Beattie Career Center New Teacher Induction Plan for the Comprehensive Planning Process.

Attachment #6

13. To approve Dr. Watkins and Mrs. Holzworth participating in the PDE Advancing Education Together Summit in Harrisburg, PA, June 19 – 21, 2024, at the estimated cost of \$1,748.00, Operating Budget.

14. To approve Dr. Watkins and Mrs. Holzworth participating in the 2024 PACTA Summer Leadership Conference in State College, PA, June 23 – 25, 2024, at an estimated cost of \$2,185.00, Operating Budget.

The Organization & Curriculum Committee recommends items 1 through 14 be approved.

Information Item:

1. The Career Center received a 2013 Cadillac ATS through CCAC and GM for the Automotive Technology program, donated value \$12,740.00.
2. The McCandless Franklin Park EMS donated \$7,500.00 worth of emergency training turnout gear for the ERT program.

XI. Committee Report

Personnel Committee (Ron Frank – Chairperson)

Action Items:

- 1a. The A.W. Beattie Career Center Joint Operating Committee appoints _____ as the JOC Treasurer effective May 23, 2024 through June 30, 2024, to fill the unexpired term of Mr. Fisher.
- 1b. The A. W. Beattie Career Center Joint Operating Committee elects _____ as the JOC Treasurer for the term July 1, 2024 through June 30, 2025.
2. To approve payment of the following supplemental contracts for the 2023 -2024 school year to the following individuals: (Final reports of activities as stated in the Collective Bargaining Agreement have been received and approved by the Executive Director.)

• FCCLA	John Ellis	\$ 1,500.00
	Cari Ludwig	\$ 1,500.00
	Aaron Yurek	\$ 1,500.00
• SkillsUSA	John Brown	\$ 1,500.00
	Paula Gibson	\$ 1,500.00
	Heather Brown	\$ 1,500.00
• Cosmetology Student Teacher Supervisor	Cindy Cazin	\$ 1,000.00
• Cosmetology Supervisor	Cindy Cazin	\$ 1,500.00
• National Technical Honor Society	Darren Vtipil	\$ 1,000.00
	Scott Scariot	\$ 1,000.00
• Culinary Supervisor	Aaron Yurek	\$ 1,500.00
• Beattie Ambassadors	Jennifer Groomes	\$ 1,000.00
• Teacher Mentor (Year 2 of 3)	Roy Hughes for Charles Wike	\$ 466.66
• Teacher Mentor (Year 2 of 3)	John Brown for Dale Dankmyer	\$ 466.66
• Teacher Mentor (Year 2 of 3)	Jennifer Groomes for Lee Silnutzer	\$ 466.66
• Teacher Mentor (Year 2 of 3)	Darren Vtipil for Chris Cowger	\$ 466.66
• Teacher Mentor (Year 1 of 3)	Michael Purucker for Michael Lingsch	\$ 466.66

• Teacher Mentor (Year 1 of 3)	Andrew Dumbeck for Jon Mansfield	\$ 466.66
• Teacher Mentor (Year 1 of 3)	Erin Brennan for Bella Ellis	\$ 466.66
• Teacher Mentor (Year 1 of 3)	Nate Monroe for Rick Bennett	\$ 466.66
• Teacher Mentor (Year 1 of 3)	John Brown for Cam Galloway	\$ 466.66

Non-contracted

• EMT	Lee Silnutzer	\$ 1,500.00
• Administrative Assistance Attendance-Discipline- Busses & Student Parking Supervision	Scott Scariot	\$ 2,100.00
• Bus & Parking Lot Duty	Meredith Allen	\$ 400.00
	Tad Thayer	\$ 400.00
	Joe Pelesky	\$ 400.00
	Eric Szalc	\$ 400.00
	Lee Silnutzer	\$ 400.00
• E-Sports	Andrew Dumbeck	\$ 1,200.00
	Jennifer Dumbeck	\$ 1,200.00
	Vincenzina Olszewski	\$ 1,200.00
	Cameron Galloway	\$ 1,200.00

- To authorize the Executive Director to advertise any open positions over the summer, subject to ratification at the August 15, 2024 JOC meeting.
- To approve the continued employment of Robert Scott, School Police Officer, for the 2024 – 2025 school year at the hourly rate of \$27.00/hr. with benefits. Funded through the Operating Budget.
- To approve the continued employment of Holly Dillon, RN as an Emergency Nurse for the 2024 – 2025 school year, at the daily rate of \$200.00, no healthcare benefits. Position will have five (5) PTO days and funded through the Operating Budget.
- To approve the following IT Department Summer Interns effective June 3 – August 31, 2024. Approximately 30/hrs. per week.

\$12.50/HR, no benefits – Year 1	\$13.00.HR, no benefits – Year 2
• Dominick Leombruno (SH)	• Caleb Brandt (NG)
• Jacob Mignella (NA)	• Brayden Albert (NA)
- To approve the requests of the following administrators for the payment of sick/PTO days not utilized during the 2023 – 2024 school year per the Management and Supervision Compensation Plan of July 1, 2021 at 85% of their respective daily per diems.
 - Dr. Jason Watkins, Assistant Director (3 days)
 - Mr. Joe Miller, Technology Director (3 days)
- To approve Dominic Gralia as a part-time summer custodial/maintenance employee at the hourly rate of \$15.00/hr., no benefits effective June 3 – August 9, 2024.
- To approve the continued part-time employment for the 2024 – 2025 school term of:
 - Eric Szalc – Instructional Assistant Auto Tech (Approximately 35/hrs. per week, no healthcare benefits)
 - Samantha Singer – Pastry Arts Baker (Approximately 35/hrs. per week, no healthcare benefits)
 - Diane Murray – Instructional Assistant ECE (Approximately 35/hrs. per week, no healthcare benefits)
 - Danielle DeMasi – Instructional Assistant Cosmetology (Approximately 35/hrs. per week, no healthcare benefits)

- Hilary Faló – Instructional Assistant Medical Programs (Approximately 35/hrs. per week, no healthcare benefits)
- Casey Santonastaso – Instructional Assistant Veterinary Sciences (Approximately 35/hrs. per week, no healthcare benefits)
- Meredith Allen – Instructional Assistant CBC (Approximately 35/hrs. per week, no healthcare benefits)
- Ashton Monroe – Instructional Assistant Culinary Arts (Approximately 35/hrs. per week, no healthcare benefits – Perkins and Operating Budget)
- Stevie Slogan – Instructional Assistant Cosmetology (Approximately 35/hrs. per week, no healthcare benefits)

11. To approve the change in status for Bridgette Long, Support Secretary, from Part-Time to Full-Time effective July 1, 2024 at the salary of \$43,650 with benefits.
12. To approve Nick Sauer as the Student Engagement Specialist effective August 6, 2024 at the salary of \$49,875.00 with benefits as outlined within the A.W. Beattie Education Association Collective Bargaining Agreement.
13. To approve the continued employment of Michael Lingsch as a Networking/Cyber Security Instructor effective with the 2024 – 2025 school year, with salary and benefits as outlined within the A.W. Beattie Education Association Collective Bargaining Agreement.
14. To approve the 2024 – 2025 salary rate increases, as recommended by the Executive Director, for the following personnel effective July 1, 2024.

	Attachment #7
	Attachment #8

 - Instructional Assistants
 - Instructional Support
 - Custodial/Maintenance
 - Administrative/IT Support
 - Administrators
 - Kiddie Tech Day Care
 - Director
 - Assistant Director
 - Staff Members
15. To ratify Jennifer Wehner as an Assistant Group Supervisor in the Kiddie Tech Day Care Center effective May 13, 2024 at the hourly rate of \$15.75/hr., no healthcare benefits. Hourly rate will be \$16.25/hr. effective July 1, 2024, no healthcare benefits as accounted for in the Kiddie Tech Day Care 2024 – 2025 Operating Budget.

The Personnel Committee recommends items 1a through 15 be approved.

XII. Committee Report

Finance Committee (_____ – Chairperson)

Action Items:

- | | | | |
|---------------------|---|-----------|-----------------|
| 1. ACCOUNTS PAYABLE | AWBCC Operating Fund | 4/30/2024 | \$ 974,544.12 |
| | AWBCC Capital Reserve Fund | 4/30/2024 | \$ |
| | Alfred W. Beattie Memorial Fund | 4/30/2024 | \$ |
| | Conroy D. Guyer Fox Chapel Charitable Trust | 4/30/2024 | \$ |
| 2. BUDGET REPORTS | AWBCC Operating Budget | 4/30/2024 | \$ |
| 3. CASH REPORTS | AWBCC Operating Fund | 4/30/2024 | \$ 884,974.27 |
| | PLGIT & PSDLAF | 4/30/2024 | \$ 2,623,873.33 |
| | AWBCC Certificate of Deposit | 4/30/2024 | \$ 511,649.48 |
| | AWBCC Money Market Fund | 4/30/2024 | \$ 959,560.08 |
| | AWBCC Capital Reserve Fund | 4/30/2024 | \$ 217,383.69 |
| | Alfred W. Beattie Memorial Fund | 4/30/2024 | \$ 215,030.75 |
| | Conroy D. Guyer Fox Chapel Charitable Trust | 4/30/2024 | \$ 7,135.86 |
| | AWBCC Student Activity Accounts | 4/30/2024 | \$ 50,657.80 |
4. To approve the 2024 - 2025 Kiddie Tech Childcare and Early Learning Center Operating Budget in the amount of \$542,188.00. This amount will have to be included with the Career Center's 2024 – 2025 PDE budget submittal, this is reflective of the prior JOC resolution on the operation of the Kiddie Tech Childcare and Early Learning Center dated February 23, 2017. Attachment #9
5. To approve the recommended tuition rate increases for the Kiddie Tech Childcare and Early Learning Center, effective July 1, 2024. Attachment #8
6. To ratify the acceptance of a \$500.00 donation from Penn's Woods Trout Unlimited to utilize for student prizes during the "Out of Trout" fishing day. Mr. Bossong secured these opportunities for the students.
7. To approve the acceptance of a disbursement of a \$300.00 scholarship for an HVAC student from the family of Charles Glenz.
8. To approve accepting the PCCD School Mental Health Grant for the period of January 2024 – December 2025 in an amount up to \$70,00.00.
9. To authorize the purchase of General Liability, Property, Crime, Terrorism, Auto, Boiler, Umbrella, School Leaders Liability, and Accident insurance from CM Regent Insurance. To authorize the purchase of Workers' Compensation insurance from CM Regent. All insurance is contracted through Kelly Insurance Group, Inc. Pittsburgh, PA at the 2024 – 2025 annual premium of \$94,240.00.
10. To authorize the purchase of Cyber Insurance through Chubb company. All insurance is contracted through Kelly Insurance Group, Inc. Pittsburgh, PA at the 2024 – 2025 annual premium of \$7,827.00.

The Finance Committee recommends items 1 through 10 be approved.

Information Items:

1. Final step in the 2024 - 2025 Operating Budget review and approval process by the nine-member districts:

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. Report on the results of the member districts’ vote to approve the AWBCC 2024 - 2025 Operating Budget.

3. Kiddie Tech Child Care and Early Learning Center:

A. April 2024 – Report of Enrollment, Revenue and Expenditures.

B. Report on Enrollment, Revenue and Expenditures YTD.

XIII. Committee Report

Building and Grounds Committee (Dee Spade – Chairperson)

Action Items:

1. To approve the following Hunter Engineering Company equipment purchases through Don Parker Sales, Inc. on CO-STARS Contract #151669/008-E23-1154

A. WA 689-CM Front End Alignment Console with Premium Cabinet & 27” LCD Display

Wide Angle Exterior Target Kit 20-2511-1

Medium Duty Truck Spacer Kit 20-2664-1

T D Target Kits 20-1978-1 & 20-2577-1

Cordless Remote Indicator Kit 20-2882-1

RX 14KLI SPRR Fully Integrated 14,000 lbs. Scissor Rack, Long Deck

Align Lights System 20-34381-1

Estimated Cost: \$ 86,363.55

B. TCA34R Leverless Tire Changer

Tire Kit 19.5 20-2341-1

Flange Plate Kit RP6 – G1000 A87

Estimated Cost: \$ 33,228.03

Total Cost \$119,591.58

Less Trade-In (\$17,000.00) Equipment being replaced

Est. Freight \$ 3,850.00

Total Est. Cost \$106,441.58

Funding Source: \$101,272.82 – PDE 2023 – 2024 Supplemental Equipment Grant Installment #2

Operating Budget \$ 5,168.76

Fund Balance

Reference: (MSRP \$152,242.59)

The Building and Grounds Committee recommends item 1 be approved.

XIV. Committee Report

Policy Committee (Elizabeth Warner – Chairperson)

No Action Items

XV. Committee Report

Legislative Report (Libby Blackburn – Chairperson)

Action Item:

1. To approve _____ as the A.W. Beattie Career Center – PSBA voting delegate for the 2024 – 2025 school term.

The Legislative Committee recommends that item 1 be approved.

XVI. Public Relations Report (Rachael Rennebeck– Chairperson)

No Action Items

XVIII. Old Business

XIX. New Business

XX. Next Meeting:

June 20, 2024 - A. W. Beattie Career Center

5:30 p.m. Light Dinner

5:45 p.m. Committee Meetings

6:15 p.m. Joint Operating Committee Meeting (Arlene J. Bender Student Conference Center)

XXI. Executive Session

- Required Act 44 Safety and Security Report to the Joint Operating Committee – Dr. Jason Watkins