

A.W. Beattie Career Center Joint Operating Committee

Combined Board Meeting – March 27, 2025

5:20 PM – Dinner

5:45 PM – Executive Session for 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/92945641439?pwd=4L5BSWD1cqHS0bWuWGNaHDUbh2y5.1>

❖ 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 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 30, 2025***
- 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 26 students and 3 advisors participating in the 2025 PA SkillsUSA Leadership Conference and Skills contest in Hershey, PA from April 2 - 4, 2024.
Total cost: \$19,946.00 Operating Budget \$17,076.00 Student Activity \$2,870.00
2. To approve Sarah Dietz to serve as the Basic Healthcare Chair at the State SkillsUSA contest in Hershey, PA from April 2 - 4, 2024. There is no cost to the Career Center for travel and hotel room.
3. To approve the continued participation in the PA Department of Education TAP Professional Development Program for the 2025 – 2026 school term. There is no cost to the Career Center.
4. To approve the purchase and integration of the Pharmacy Software for Success through Liberty Software of Southlake, TX at the educational license cost of \$3,918.00 and the annual licensing fee of approximately \$1,200.00.
5. To ratify the cost of 3 students along with Chef Sussman and Mr. Ellis for participating in the ACF Student Chef of the Year competition held on March 6 – 7, 2025 in Columbus, OH at the following costs, FCCLA \$438.02 and Operating Budget \$1,374.48.

The Organization & Curriculum Committee recommends items 1 through 5 be approved.

XI. Committee Report

Personnel Committee (Ron Frank – Chairperson)

Action Items:

1. To approve the Executive Director posting for the following anticipated positions for the 2025 – 2026 school year:
 - A. Anticipated Instructional Assistant Job Descriptions for the 2025 – 2026 school year (Perkins Funding)
 - Auto Collision
 - Emergency Response Technology
 - Surgical Sciences
 - B. Summer Student IT Department Interns (Part-Time)
 - C. Summer Custodial Staff (Part-Time)
2. To approve the following revised job description effective with the 2025 – 2026 school year.
 - 4055 (P60/40) Instructional Assistant Culinary Arts Attachment #1
3. To approve the following job descriptions effective with the 2025 – 2026 school year.
 - 4055 (P-ACT) Instructional Assistant Automotive Collision Technology Attachment #2
 - 4055 (P-ERT) Instructional Assistant Emergency Response Technology Attachment #3
 - 4055 (SurgSci) Instructional Assistant Surgical Sciences Attachment #4
4. To approve an FMLA leave for employee #358 retroactive to January 8, 2025 for an estimated twelve (12) weeks.
5. To ratify Kendall Hoolahan (HA-12) for cooperative education employment in the Kiddie Tech Day Care Center effective March 10, 2025 at the hourly rate of \$12.00/hr., no benefits.
6. To approve Dawn Henderson as a substitute staff member in the Kiddie Tech Day Care Center as needed with an hourly rate of \$16.00/hr., no benefits.

7. To approve Dawn Henderson as a substitute teacher for AWBCC at the established substitute rate.

- Day 1 – 5 \$85.00
- Day 6 + \$97.50

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

XII. Committee Report

Finance Committee (Beau Blaser – Chairperson)

Action Items:

1. ACCOUNTS PAYABLE	AWBCC Operating Fund	1/31/2025	\$ 760,846.77
		2/29/2025	\$ 721,409.88
	AWBCC Capital Reserve Fund	1/31/2025	\$ 8,934.02
		2/29/2025	\$
	Alfred W. Beattie Memorial Fund	1/31/2025	\$
		2/29/2025	\$ 6,187.23
	Conroy D. Guyer Fox Chapel Charitable Trust	1/31/2025	\$ 2,065.00
		2/29/2025	\$
2. BUDGET REPORT	AWBCC Operating Fund	1/31/2025	\$
		2/29/2025	\$
3. CASH REPORTS	AWBCC Operating Fund	1/31/2025	\$ 1,319,700.28
		2/29/2025	\$ 1,743,330.81
	PLGIT & PSDLAF	1/31/2025	\$ 1,620,886.20
		2/29/2025	\$ 1,578,379.49
	AWBCC 3-Month CD	1/31/2025	\$ 530,046.00
		2/29/2025	\$ 535,829.84
	AWBCC Money Market Fund	1/31/2025	\$ 881,963.97
		2/29/2025	\$ 833,491.22
	AWBCC Capital Reserve Fund	1/31/2025	\$ 212,231.98
		2/29/2025	\$ 212,573.88
	Alfred W. Beattie Memorial Fund	1/31/2025	\$ 212,818.60
		2/29/2025	\$ 207,353.40
	Conroy D. Guyer Fox Chapel Charitable Trust	1/31/2025	\$ 1,802.06
		2/29/2025	\$ 1,802.61
	AWBCC Student Activity Accounts	1/31/2025	\$ 49,378.46
		2/29/2025	\$ 31,393.12

4. To authorize the administration to transfer the 2023 - 2024 Adult Education/Cyber-Charter tuition income from Fund Balance in the amount of \$118,790.72 to the Program Updates Assigned Fund Balance account.

5. To accept the PA Department of Education 2024 – 2025 Competitive Equipment Grant in the amount of \$85,000.00.
6. To accept a donation from the Greybrooke Garden Club in the amount of \$1,000.00 for the ERT program.
7. To ratify the following purchase utilizing the 2024 – 2025 Competitive Equipment Grant Funds and 2022 Capital Reserve Fund for a Dia Medical USA Sim Rig – Ambulance Trainer of Farmington Hills, MI on Buy Board Contract #704-23 for the Emergency Response Technology Program, totaling \$93,854.56.

2024 – 2025	Competitive Equipment Grant	\$85,000.00
2022	Capital Reserve	\$ 7,854.56
	Greybrooke Garden Club	\$ 1,000.00
8. To ratify the purchase of twenty-five (25) HP Pro Book 460 laptops for student use at the estimated cost of \$24,953.76 through Gov Connections Inc. of Pittsburgh, PA on CoSTARS contract #003-E22-574, Operating Budget.
9. To approve the payment of \$18,520.00 to Allegheny Clinic for the AHN Chill Mobile Lab, through the PCCD Mental Health Grant #2, for the 2024 – 2025 school year.
10. To accept the PA Department of Education 2024 – 2025 Supplemental Equipment Grant in the amount of \$268,683.39.

The Finance Committee recommends items 1 through 10 be approved.

Information Items:

1. Remaining 2025 – 2026 Budget Schedule

April, 2025 Joint Operating Committee Members recommendation to present budget to the Full Board (81 members) for approval.

May, 2025 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 2025 Revenue, Expenditures and Enrollment.
- B. Report on Revenue and Expenditures, year-to-date.

3. JOC members please submit your Statement of Financial Interests for 2024 to Mrs. Wasielewski.

4. As it relates to the 2023 – 2024 financial audit, an exit conference was held virtually on February 6, 2025 with the local auditor Turnley Roberston and Associates of New Brighton, PA, JOC Officers/Members, and Administration. The auditor reported there were no findings. A final electronic copy of the audited financial statements, year ending June 30, 2024, was electronically distributed to the full JOC on February 18, 2025. JOC Officers/Members: Beau Blaser, Larry Vasko, and Dr. Eric Bieniek participated in the exit conference.

XIII. Committee Report

Building & Grounds Committee (Dee Spade - Chairperson)

No Action Items

Information Items:

1. On March 5, 2025 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 revised policy:
 - 247 Hazing Attachment #5
2. To approve the following reviewed policies:
 - 248 Harassment Attachment #6
 - 249 Bullying Attachment #7

Information Items:

1. The second reading of new policy:
 - 815.3 Artificial Intelligence (AI) Attachment #8

The Policy Committee recommends items 1 and 2 be approved.

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

Executive Session

XX. Next Meeting

April 24, 2025 – A.W. Beattie Career Center – Arlene J. Bender Student Conference Center

5:30 p.m.	Dinner
5:45 p.m.	Committee Meetings
6:15 p.m.	Joint Operating Committee Meeting