

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

Combined Board Meeting - April 24, 2025

5:25 PM – Dinner

5:45 PM – Executive Session

**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/93289450138?pwd=IlelEXp9vcEUuqDRjPkLT7so2uXZwC.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 at 5:40 PM for JOC Members. 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 March 27, 2025***
- VI. President’s Report***
- VII. Superintendent of Record’s Report***
- VIII. Solicitor’s Report***
- IX. Executive Director’s Report***
 - IT Presentation – Joe Miller, Technology Director***
 - Update of Student Information Management System Upgrade***

X. Committee Report

Organization & Curriculum (Libby Blackburn – Chairperson)

Action Items:

1. To approve 6 E-Sports students and one (1) advisor participating in the EGF National E-Sports Competition in San Antonio, TX May 9 – 11, 2025 at a cost not to exceed \$1,850.00 for A.W. Beattie, Operating Budget. Students are covering their travel and lodging expenses.
2. To approve three (3) FCCLA students and two (2) advisors/chaperones participating in the National FCCLA contest in Orlando, FL on July 4 – 9, 2025 at an estimated cost of \$8,830.00. Operating Budget \$7,820.00, FCCLA Account \$1,010.00.
3. To approve 25 SkillsUSA student members and two (2) advisors attending an activity trip to Cedar Point on May 22, 2025. No cost to the Operating Budget.
4. To approve eleven (11) SkillsUSA students and five (5) advisors participating in the National SkillsUSA contest in Atlanta, GA on June 23 – 29, 2025 at an estimated cost of \$22,820.80, Operating Budget.
5. To approve the 2025 – 2026 Revised School Calendar. Attachment #1

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

Information Item:

1. A review copy of Hartman's Medical Assisting The Basics Textbook will be available for viewing at the April JOC Meeting. This textbook would be added to the Health & Nursing Sciences curriculum pending JOC approval in May for the 2025 – 2026 school year.

XI. Committee Report

Personnel Committee (Ron Frank – Chairperson)

Action Items:

1. To ratify the Professional Negotiations Agreement between the A.W. Beattie Career Center Joint Operating Committee and the A.W. Beattie Education Association for the period of July 1, 2025 through June 30, 2031.
2. To approve the renewal of the Memorandum of Understanding between A.W. Beattie Career Center and the A.W. Beattie Education Association for the supplemental position of Dean of Students. Attachment #2
Mr. Scott Scariot will be compensated annually in the amount of \$2,500.00 per the stated agreement effective July 1, 2025 per the terms and conditions of the agreement through June 30, 2031.
3. To accept the resignation of Dr. Jason Watkins, Assistant Director/Principal effective the close of business on June 30, 2025. Attachment #3
4. To accept the resignation of Holly Dillon, RN, Emergency Nurse effective the close of business on May 30, 2025. Attachment #4
5. To approve the following individuals for part-time, summer custodial /maintenance employment at the following rates, no benefits. Maximum hours of 35 hrs./per week:
 - Cam Galloway \$17.50/hr. (June 5 – August 13, 2025)
 - Joseph Franczyk \$15.85/hr. (June 9 – August 29, 2025)
 - Austin Demek \$15.00/hr. (June 9 – August 15, 2025)

6. To ratify the employment of Priya S. Chand as the School Office Receptionist/Attendance Secretary effective April 22, 2025 with the salary of \$43,750.00 with benefits. Salary will be prorated for the balance of the 2024 – 2025 school year.
7. To approve the required notification of May 1st to Mrs. Golden confirming that she will be retained for the 2025 – 2026 school year (July 1, 2025 – June 30, 2026) as outlined in her Business Manager Agreement.
8. To approve an FMLA leave for Employee #14 effective April 15, 2025 through approximately May 30, 2025.
9. To approve the revised Job Description #2020 Assistant Director for Career and Technical Education (CTE) Programs and Building Oversight/Principal. Attachment #5
10. To approve the reclassification of Job Description #2070 Supervisor of Building and Grounds with revisions from Job Description #4041. Attachment #6
11. To approve the revised Job Description #4010 Executive Administrative Assistant. Attachment #7
12. To approve the revised Job Description #4020 Administrative Assistant/PIMS Coordinator. Attachment #8
13. To approve the revised Job Description #4030A School Office Receptionist/Attendance Secretary. Attachment #9
14. To approve the Executive Director Agreement between A.W. Beattie Career Center and Eric Heasley, effective July 1, 2025 – June 30, 2028.

The Personnel Committee recommends that items 1 through 14 be approved.

XII. Committee Report

Finance Committee (Beau Blaser – Chairperson)

Action Items:

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|---------------------|---|---------|-----------------|
| 1. ACCOUNTS PAYABLE | AWBCC Operating Fund | 3/31/25 | \$ 1,236,588.38 |
| | AWBCC Capital Reserve Fund | 3/31/25 | \$ |
| | Alfred W. Beattie Memorial Fund | 3/31/25 | \$ |
| | Conroy D. Guyer Fox Chapel Charitable Trust | 3/31/25 | \$ |
| 2. BUDGET REPORT | AWBCC Operating Budget | 3/31/25 | \$ |
| 3. CASH REPORTS | AWBCC Operating Fund | 3/31/25 | \$ 1,375,650.64 |
| | PLGIT & PSDLAF | 3/31/25 | \$ 2,157,685.15 |
| | AWBCC Certificate of Deposit | 3/31/25 | \$ 535,829.84 |
| | AWBCC Money Market Fund | 3/31/25 | \$ 1,485,743.01 |
| | AWBCC Capital Reserve Fund | 3/31/25 | \$ 212,953.02 |
| | Alfred W. Beattie Memorial Fund | 3/31/25 | \$ 208,135.45 |
| | Conroy D. Guyer Fox Chapel Charitable Trust | 3/31/25 | \$ 1,803.22 |
| | AWBCC Student Activity Accounts | 3/31/25 | \$ 25,021.33 |
4. To recommend that the A.W. Beattie Career Center 2025 – 2026 Operating Budget in the amount of \$12,007,075.00 be submitted to the full eighty-one (81) district board members for approval at their May board meetings. (Budget was emailed and printed copy will be on the Board table.)
5. To approve the following as the authorized depositories for the 2025 – 2026 school year:
- | | |
|-------------|---|
| Depository: | First National Bank, McCandless Twp., Pittsburgh, PA |
| Investment: | PLGIT (PA Local Government Investment Trust)
PSDLAF (PA School District Liquid Asset Fund) |
6. To accept the Glenz Family HVAC Scholarship funds in the amount of \$300.00 to be awarded to the selected senior HVAC student in May.
7. To accept a \$400.00 donation from Kelly Insurance Services to be utilized during Staff Appreciation Day in May.
8. To accept a \$500.00 donation for Beattie 360 “Out for Trout Day” on May 9th from the Penn Woods West Trout Unlimited Organization.
9. To approve the following equipment purchases utilizing the 2024 – 2025 PDE Supplemental Equipment Grant Funds. (The Career Center received \$268,683.39.)

A. Advertising Design:

- A Roland-Versa Studio Printer/Cutter (4-color) with cartridges/supplies, shipping and setup through Allegheny Educational Systems, Inc. of Tarentum, PA at the total cost of \$9,051.90.
- A Roland-True VIS 540 Large Format Ink Jet Printer/Cutter with cartridges/supplies, shipping and setup through Allegheny Educational Systems, Inc. of Tarentum, PA on COSTARS Contract #001-E22-079. Total cost: \$20,397.55.
- An Epilog Fusion Maker 40-Watt Laser Engraver (EDU) Package through Allegheny Educational Systems, Inc. of Tarentum, PA on PEPPM Contract #533902-058. Total cost: \$22,504.00.

B. Automotive Collision Technology:

- Six (6) Lincoln Multi-Process Powering 215 MPI Welding Packages through Airgas of Carnegie, PA at a unit estimated cost of \$3,053.53. Total cost: \$18,321.18.

C. Dental:

- A DXTTR Adult Hands-Free X-Ray Training Dental Head with case through Dentsply, LLC of York, PA at the estimated cost of \$19,516.95 plus shipping. (Sole Source Letter on file)

D. Emergency Response Technology:

- Twelve (12) MSA A-GIFS Self Contained Breathing Apparatus Units, through Fire Force Inc./Eagle Emergency of New Waterford, OH at the unit cost of \$7,903.38. Total cost: \$94,840.60.
- One (1) Resuci Anne Simulator AED Full Body with Sim Pad Plus functions including bleeding control legs, Shock Link system, and curriculum package with installation through Laerdal Medical Corp., Wappingers Falls, NY on Buy Board Contract #704-23. Total cost with shipping: \$31,892.42.
- One (1) Intelligent Fire Extinguisher Virtual Training System through LION of Dayton, OH. Total cost with shipping: \$12,177.88.
- Three (3) Laerdal Airway Management Trainer with Adult, Child, and Infant attachments through Laerdal Medical Corp., Wappingers Falls, NY on Buy Board Contract #704-23. Total cost with shipping: \$9,201.14.

E. Health and Nursing Sciences:

- A Sims VS Hospital Pro EKG Training package through Pocket Nurse of Monaca, PA at an estimated cost of \$9,123.44 with shipping.

10. To approve a three (3) year renewal with Skyward for our Student Management System (SIS), at an estimated cost of \$14,000.00 based on annual student enrollment. The contract effective date is July 1, 2025.

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 accept the budget and present to the full Board (81 district 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. The 2025 – 2026 A.W. Beattie Career Center Operating Budget includes debt service in the amount of \$1,388,500.00.

3. Kiddie Tech Early Learning Center
 - A. Report on March 2025 Revenue, Expenditures and Enrollment.
 - B. Report on Revenue and Expenditures, year-to-date.

XIII. Committee Report

Building & Grounds Committee (Dee Spade - Chairperson)

Action Item:

1. To approve a five (5) year renewal with Pitney Bowes effective June 2025 for postage meter service in the amount of \$10,802.40. This is a savings of \$635.40 over the previous five-year agreement.

The Building & Grounds Committee recommends item 1 be approved.

XIV. Committee Report

Policy Report (Elizabeth Warner – Chairperson)

Action Items:

1. To approve the following new policy:
 - #815.3 Artificial Intelligence (AI) Attachment #10
2. To approve the following revised policies:
 - #008 Organizational Chart Attachment #11
 - #121 Field Trips Attachment #12
 - #324 Personnel Files Attachment #13

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

1. May 2025 - Election of JOC Treasurer, Term effective July 1, 2025 through June 30, 2026.
2. May 2025 – Election of JOC Secretary with a term effective July 1, 2025 through June 30, 2029.
3. Executive Director’s 2024 – 2025 Evaluation Rubric.

XIX. Next Meeting

May 22, 2025 – A.W. Beattie Career Center – Arlene J. Bender Student Conference Center
5:00 p.m. Annual Picnic Dinner
6:15 p.m. Joint Operating Committee Meeting