

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

Combined Board Meeting – June 19, 2025

5:40 p.m. – Light Dinner

6:00 p.m. – Executive Session – Personnel and Legal

6:15 p.m. – 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/98938897569?pwd=sJlyvMXs1Xikv0JalikQLaoLtheyRA.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 6:00 PM ET. 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 May 22, 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 the 2025 – 2026 Student Handbook. (E-mailed to JOC)
2. To approve the 2025 – 2026 Staff Handbook. (E-mailed to JOC)
3. To approve the continuation of the Career Center's Microsoft 365 EES User agreement through Lancaster Lebanon IU13 for the 2025 – 2026 school year at an estimated cost of \$17,000.00.
4. To approve the continued MOU with the Town of McCandless for emergency services for the 2025 – 2026 and 2026 – 2027 as required by Safe Schools.
5. To approve Hartman's Patient Care Technician – Complete Guide for implementation in the Health and Nursing Sciences program beginning in the 2025 – 2026 school year.
 - Textbook 2024 – ISBN 978-1-60425-162-3
Albuquerque, NM \$60.00 each
 - Workbook 2024 – ISBN 978-1-60425-163-0
\$22.00 each

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

Information Item:

1. The A.W. Beattie Education Association elected Executive Committee officers for 2025 – 2027 are:
 - President – John Ellis (Special Education Learning Facilitator)
 - Vice President – Darren Vtipil (Sports Medicine)
 - Secretary – Andrew Dumbeck (Advertising Design)
 - Treasurer – Paula Gibson (Dental/Intro to Pharmacy)
 - Building Rep – Dale Dankmyer (Carpentry/Building Construction)

XI. Committee Report

Personnel Committee (Ron Frank – Chairperson)

Action Items:

1. To approve the resignation of employee #481 effective May 21, 2025.
2. To approve the change in status of Dan Vidt, substitute custodian to full-time custodian retroactive to June 2, 2025 at the hourly rate of \$18.00/hr., with benefits effective July 1, 2025.
3. To approve Mrs. Sue Bauer as an emergency substitute secretary for the 2025 – 2026 school year at the daily rate of \$135.00, no benefits.
4. To approve the Executive Director's 2025 – 2026 salary increase of 2.75% in accordance with his performance evaluation and Executive Director Agreement.
5. To approve the employment of Mrs. Heather Brown as the Assistant Director for Career and Technical Education (CTE) Programs and Building Operations Oversight/Principal at the salary of \$95,000.00 with benefits. Effective July 1, 2025.

6. To approve a daily per-diem for Mrs. Heather Brown for days worked Jun 12 – 30, 2025 in her new position at \$365 per day.

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

XII. Committee Report

Finance Committee (Beau Blaser – Chairperson)

Action Items:

- | | | | |
|---------------------|---|-----------|-----------------|
| 1. ACCOUNTS PAYABLE | AWBCC Operating Fund | 5/31/2025 | \$ 838,789.92 |
| | AWBCC Capital Reserve Fund | 5/31/2025 | \$ |
| | Alfred W. Beattie Memorial Fund | 5/31/2025 | \$ |
| | Conroy D. Guyer Fox Chapel Charitable Trust | 5/31/2025 | \$ |
| 2. BUDGET REPORT | AWBCC Operating Budget | 5/31/2025 | \$ 854,803.96 |
| 3. CASH REPORTS | AWBCC Operating Fund | 5/31/2025 | \$ |
| | PLGIT & PSDLAF | 5/31/2025 | \$ 2,765,278.80 |
| | AWBCC Certificate of Deposit | 5/31/2025 | \$ 541,106.19 |
| | AWBCC Money Market Fund | 5/31/2025 | \$ 539,385.69 |
| | AWBCC Capital Reserve Fund | 5/31/2025 | \$ 205,816.59 |
| | Alfred W. Beattie Memorial Fund | 5/31/2025 | \$ 209,666.78 |
| | Conroy D. Guyer Fox Chapel Charitable Trust | 5/31/2025 | \$ 1,.84.40 |
| | AWBCC Student Activity Accounts | 5/31/2025 | \$ 44,022.97 |
4. To authorize the Business Office to issue payments in July & August 2025 for payroll, benefits, utilities and petty cash subject to ratification by the Joint Operating Committee at the August 21, 2025 JOC meeting.
 5. To authorize the Business Office to implement any budgetary transfer recommendations made by the auditor Mark C. Turnley, CPA. (The auditors' recommendations will be reported to the Joint Operating Committee with the June 2025 Audit Report.)
 6. To authorize the Business Office to transfer funds between the checking accounts for the A.W. Beattie Career Center and the authorized investment accounts for the 2025 – 2026 school year.

7. To approve the listed 2024 – 2025 Operating Fund Budget transfers.

Account	Account Description	To:	From:
10-1300-580-000	VOC ED - Travel	\$ 20,000	
10-2600-430-000	FAC - Repairs & Maintenance Services		\$ 20,000
To cover additional cost of travel to FCCLA and Skills USA national competitions			

Account	Account Description	To:	From:
10-1300-610-000	VOC ED - General Supplies	\$ 22,000	
10-2600-430-000	FAC - Repairs & Maintenance Services		\$ 12,000
10-2600-610-000	FAC - General Supplies		\$ 10,000
To account for increased costs of supplies (NOCTI and Senior Rec)			

Account	Account Description	To:	From:
10-1330-610-010	PHARMACY- General Supplies	\$ 1,000	
10-1330-610-009	DENTAL- General Supplies		\$ 1,000
To account for increased costs of supplies and quantities needed in the Pharmacy Program			

Account	Account Description	To:	From:
10-1330-610-015	VET SCI - General Supplies	\$ 11,900	
10-1330-610-011	HNS - General Supplies		\$ 5,950
10-1330-610-014	ERT - General Supplies		\$ 5,950
Move funds within the 1330 programs not utilized to cover cost of new flooring (turf) in the outdoor area of the Vet Sci program			

Account	Account Description	To:	From:
10-2310-540-000	BRD SVCS - Advertising	\$ 10,000	
10-2370-540-000	COMM REL/PR - Advertising		\$ 10,000
To account for the increased costs of employment ads run for the 24-25 FY			

Account	Account Description	To:	From:
10-1380-610-013	HVAC - General Supplies	\$ 5,000	
10-1380-610-017	CNET - General Supplies	\$ 5,000	
10-1380-610-018	ROB - General Supplies	\$ 5,000	
10-2220-760-000	IT - Replacement Equipment		\$ 15,000
To account for the increased unit costs of supplies, and increased quantities purchased for the HVAC, CNET, & Robotics Programs			

8. 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 2025 – 2026 annual premium of \$103,460.00.
9. To authorize the purchase of insurance through the Chubb company. All insurance is contracted through Kelly Insurance Group, Inc. Pittsburgh, PA at the 2025 – 2026 annual premium of \$7,522.00. A \$305.00 reduction from 2024 – 2025.
10. To approve the purchase of Life, AD&D, Short Term Disability, and Long Term Disability insurance coverage via the Hartford Financial Services Group with an estimated monthly premium of \$3,428.00 based on employees enrolled in the policy beginning July 1, 2025 through June 30, 2027 (This represents an increase of \$370.00 per month.) All insurance is contracted through the Kelly Insurance Group.
11. To accept a \$1,595.00 donation from American Fidelity for staff appreciation week activities during May 2025.

The Finance Committee recommends items 1 through 11 be approved.

Information Items:

1. Kiddie Tech Childcare and Early Learning Center
 - A. May 2025 – Report of Enrollment, Revenue and Expenditures
 - B. Report on Enrollment, Revenue and Expenditures YTD

XIII. Committee Report

Building & Grounds Committee (Dee Spade – Chairperson)

No Action Items

Information Item:

1. The McCandless Township Sanitary Authority informed the Career Center that our wastewater passed their compliance testing on June 5, 2025.

XIV. Committee Report

Policy Report (Elizabeth Warner – Chairperson)

No Action Items

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

August 21, 2025 – A.W. Beattie Career Center – Arlene J. Bender Student Conference Center

5:15 p.m. Dinner

5:45 p.m. Staff Recognitions

6:15 p.m. Joint Operating Committee Meeting

XX. Executive Session

PCCD required annual Safety report to the Joint Operating Committee

- Dr. Watkins