

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

**Combined Board Meeting September 25, 2025
Arlene J. Bender Student Conference Center**

5:30 p.m. – Dinner

6:05 p.m. – Executive Session – Personnel Issue

6:15 p.m. – Joint Operating Committee Meeting

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/91256104719?pwd=Ka0LbUaSRyIkQXg1MMF8FL2U6jjEa3.1>

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 for the General Public at 6:15 PM ET. The JOC meeting will begin at 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 August 21, 2025***
- VI. President’s Report***
- VII. Superintendent of Record’s Report***
- VIII. Solicitor’s Report***
- IX. Executive Director’s Report***
 - Introduction of New Staff Members***

X. Committee Report

Organization & Curriculum (Libby Blackburn – Chairperson)

Action Items:

1. To approve the following Advisory Board Minutes:
Fall and Spring 2024 – 2025
(Minutes will be available for review prior to the meeting on the JOC table.)
2. To approve the 2025 – 2026 Occupational Advisory Committee listings for each program. (Listing will be available at the JOC Meeting).
3. To approve 14 SkillsUSA students and 2 advisors participating in the Western Region Leadership Forum at Seven Springs on October 29 – 31, 2025 at an estimated cost of \$9,118.08. Operating Budget: \$2,873.20 and Skills Activity: \$6,244.88. Mr. Brown will be in attendance on October 28th as forum leader.
4. To approve the removal of CIP Code 46.0201 Carpentry/Carpenter from the program offerings of A.W. Beattie and the removal from the PDE Career and Technical Education Information system. All students moved to the CIP Code 46.9999 Construction Trades, other. This provides expanded learning opportunities for all students.
5. To approve the purchase of 139 Fundamentals of Cosmetology 2nd Edition Study Guide at \$70.00/each unit. (Total cost of \$9,730.00, Operating Budget) through Pivot Point of Chicago, IL.
6. To approve the purchase of 75 Fundamentals of Cosmetology 2nd Edition Course set book at \$116.90/each unit (Total cost of \$8,767.00, Operating Budget) through Pivot Point of Chicago, IL.
Texts will be available for review prior to the JOC meeting.
7. To ratify the 2025 – 2026 AHN Chill Mobile Service Agreement in the amount of \$19,076.00 funded through the PCCD Mental Health Grant #2, as reviewed by the solicitor.
8. To ratify the 2025 – 2026 AHN Behavioral Health Services Continuation Agreement in the amount of \$6,235.00 funded through the PCCD Mental Health Grant #2, as reviewed by the solicitor.
9. To approve Sara Goodyear, school counselor, presenting at the 2025 Integrated Learning Conference at Penn State on November 4 – 7, 2025 at an estimated cost of \$1,250.00, Operating Budget.

The Organization & Curriculum Committee recommends items 1 through 9 be approved.

Information Items:

1. The Career Center has restarted evening Cosmetology Clinic hours for students to meet their state required instructional hours.
2. Evening PA State Inspection and Emission classes will be offered for interested students and local employers.

XI. Committee Report

Personnel Committee (Ron Frank – Chairperson)

Action Items:

1. To approve Heather Brown as the School Safety and Security Coordinator per the requirements of the PA Commission on Crime and Delinquency (PCCD).
2. To approve the following student IT interns for the 2025 – 2026 school year at \$12.00/hr., no benefits effective October 1, 2025.
 - Mason Giesey (NH)
 - Jacob Wiegand (DL)
3. To approve an FMLA leave for employee #75 effective October 28th through November 14, 2025.
4. To ratify an engagement agreement with Campbell Durrant, P.C. of Pittsburgh, PA for services related to a personnel matter, as recommended by the solicitor. The referenced agreement has been shared with the personnel committee.
5. To approve Nicole Newcamp as an Instructional Assistant in the Cosmetology program approximately 21 hours per week at \$21.75/hr. No healthcare benefits. Effective October 1, 2025 through June 1, 2026. (Ms. Newcamp was with us last school year.)
6. To accept the resignation of Kiddie Tech employee #500 effective September 19, 2025.

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 | 8/31/2025 | \$ 663,732.00 |
| | AWBCC Capital Reserve Fund | 8/31/2025 | \$ |
| | Alfred W. Beattie Memorial Fund | 8/31/2025 | \$ |
| | Conroy D. Guyer Fox Chapel Charitable Trust | 8/31/2025 | \$ 60.95 |
| 2. BUDGET REPORT | AWBCC Operating Budget | 8/31/2025 | \$ |
| 3. CASH REPORTS | AWBCC Operating Fund | 8/31/2025 | \$ 1,121,071.75 |
| | PLGIT & PSDLAF | 8/31/2025 | \$ 1,505,977.44 |
| | AWBCC Certificate of Deposit | 8/31/2025 | \$ 546,481.80 |
| | AWBCC Money Market Fund | 8/31/2025 | \$ 1,444,344.93 |
| | AWBCC Capital Reserve Fund | 8/31/2025 | \$ 206,865.31 |
| | Alfred W. Beattie Memorial Fund | 8/31/2025 | \$ 211,983.56 |
| | Conroy D. Guyer Fox Chapel Charitable Trust | 8/31/2025 | \$ 3,745.61 |
| | AWBCC Student Activity Accounts | 8/31/2025 | \$ 40,694.62 |
4. To authorize the payment of October 2025 payables to be ratified at the November 20, 2025 JOC meeting.
5. To ratify Mrs. Heather Brown, Assistant Director/Principal replacing Dr. Jason Watkins as a signature on the Student Activity account.
6. To ratify Mrs. Maureen Golden, Business Manager, to sign all required documents related to compliance services for all 403(b) and 457(b) plans, as recommended by the solicitor.

The Finance Committee recommends items 1 through 6 be approved.

Information Items:

1. Kiddie Tech Childcare and Learning Center:
- KT Director – Report on July and August 2025 Enrollment, Revenue, and Expenditures
 - KT Director – Report on 2025 – 2026 Enrollment, Revenue and Expenditures to date

XIII. Committee Report

Building and Grounds Committee (Dee Spade – Chairperson)

Action Items:

1. To approve the purchase of six (6) Tapco Led Stop Signs at a cost of \$1,841.45/unit, , Total cost of \$11,048.70, PCCD Safety and Security Grant. The purchase is through Grainger.
2. To approve the following work to be completed by TABS Asphalt of Pittsburgh, PA in the total estimated amount of \$17, 540.00
 - 4 Catch Basins
 - 3 Manhole Covers

These areas are deteriorating and need repaired for safety.

The Building and Grounds Committee recommends items 1 and 2 be approved.

XIV. Committee Report

Policy Report (Elizabeth Warner – Chairperson)

Action Items:

1. To approve the following revised policy:
 - #339 Uncompensated Leave

Attachment #1

The Policy Committee recommends item 1 be approved.

XV. Committee Report

Legislative Report (Libby Blackburn – Chairperson)

Action Item:

1. **Description of Request:**
 - That the Joint Operating Committee select the PSBA Officer candidates, and the candidates for the position of Trustee for the PSBA Insurance Trust, for whom they wish to cast their collective ballot.

Relevant Facts:

- The A.W. Beattie Career Center JOC may cast 1 collective ballot.
- The JOC members must vote in public for the candidates they want to be on their collective ballot.
- The ballot must be submitted to PSBA no later than October 25, 2025

Candidate Slate:

- There is 1 candidate for the office of President Elect 2026
 - Holly Arnold, Tunkhannock Area School District
- There is 1 candidate for the office of Vice President 2026
 - Matt Vannoy, Sharon City School District

- There are 2 seats available for PSBA Insurance Trust - Trustee
(Term ends Dec. 31, 2028)
 - Kathy K. Swope
 - Roberta M. Marcus
- There are 2 candidates for the Office of Western (W3) Zone Representative (2026 – 2027)
 - Antonio Paris, Riverview School District
 - Erik Meredith, East Allegheny School District

The Legislative Committee recommends item 1 be approved.

XVI. Committee Report

Public Relations Report (Rachael Rennebeck – Chairperson)

No Action Items

XVII. Old Business

XVIII. New Business

XIX. Next Meeting

November 20, 2025 – A.W. Beattie Career Center – Arlene J. Bender Student Conference Center

5:15 p.m. Dinner

5:45 p.m. Committee of the Whole

6:15 p.m. Joint Operating Committee Meeting