

BEAVER COUNTY
CAREER & TECHNOLOGY CENTER
145 POPLAR AVENUE
MONACA, PA 15061

AGENDA

MEETING NO. 567

August 24, 2023

PLACE OF MEETING AND MEETING TIME

Beaver County Career & Technology Center via in-person, zoom/teleconference.

Meeting 6:30 p.m.

PRESIDING OFFICER

Mrs. Mary Jo Kehoe

<u>Roll Call</u>	<u>District</u>	<u>BCCTC</u>
Ms. Catherine Colalella	Aliquippa	Dr. Donna Nugent
Mrs. Mary Jo Kehoe	Ambridge	Miss Laura DelVecchio
Mr. Luke Berardelli	Beaver	Ms. Michelle Gannon
Mr. Ronald Miller	Big Beaver Falls	Mrs. Lee Ann Prodonovich
Mr. Dan Jones	Blackhawk	
Mr. Dennis Bloom	Central Valley	
Mr. Gerald Inman	Freedom	
Mrs. Carla Buxton	Hopewell	
Vacant	Midland	
Ms. Bernadette Mattica	New Brighton	
Mrs. Christy Hughes	Riverside	
Mr. Floyd Tame	Rochester	
Mr. Robert Tellish	South Side	
Mr. John Metzler	Western Beaver	

PLEDGE OF ALLEGIANCE TO THE FLAG

AT THIS TIME, THE BOARD WILL ENTERTAIN PUBLIC COMMENTS ON AGENDA ITEMS ONLY

APPROVAL/RATIFY THE FOLLOWING AGENDA ITEMS AS LISTED:

1. EXECUTIVE SESSION

Background Information: Executive Session is requested for consideration of personnel matters, sensitive public safety issues, and matters subject to attorney-client privilege and other confidentiality laws.

Board Action Required: Motion to move into Executive Session.

Motion By _____ , Seconded By _____ ,

TIME: _____

2. REGULAR SESSION

Background Information: Regular Session for action of the agenda as presented.

Board Action Required: Motion to return to Regular Session.

Motion By _____ , Seconded By _____ ,

TIME: _____

3. APPROVAL OF THE MINUTES

Background Information: The minutes of the June 29, 2023, meeting as presented. (pages 11-18)

Board Action Required: Approve the June 29, 2023, meeting minutes.

Motion By _____ , Seconded By _____ ,

4. TREASURER'S REPORT

Background Information: The Treasurers' Report for the various financial accounts for July and August 2023 and the listing of bills for the month of July and August 2023 are presented. (pages 19-31)

Board Action Required: Approve/ratify Treasurer's Reports as listed.

Motion By _____ , Seconded By _____ ,

5. **BEAVER COUNTY CTC AUDIT**

Background Information: Approve the Auditor Report for the year ended June 30, 2022 as presented by Mark C. Turley, CPA. (separate attachment)

Board Action Required: Approve the audit as presented.

Motion By _____ , Seconded By _____ ,

6. **SCHOOL RESOURCE OFFICER**

Background Information: Approval for Beaver County CTC to move forward with the development and implementation of the School Resource Officer program for the 2023-2024 school year, pending solicitor review of the contract. Total cost is \$50,301.36. (pages 32-44)

Board Action Required: Approval of the motion to develop and implement the School Resource Officer program.

Motion By _____ , Seconded By _____ ,

7. **EMPLOYEE FURLOUGH OF SCHOOL SECURITY PERSONNEL**

Background Information: The elimination of the Beaver County CTC Security Officer position necessitates the furlough of Mr. Richard Chapala, effective August 25, 2023.

Board Action Required: Approval of the motion furloughing employee Mr. Richard Chapala, effective August 25, 2023.

Motion By _____ , Seconded By _____ ,

8. CHANGE OF EMPLOYMENT STATUS POSITION

Background Information: Approval of Mr. Dominic Darenkamp, from Cosmetology Instructional assistant to the Cosmetology Instructor, effective August 23, 2023. Rate of pay is Step 1, \$56,816.00 in accordance with the Collective Bargaining Agreement.

Board Action Required: Approve in accordance with the Collective Bargaining Agreement.

Motion By _____ , Seconded By _____ ,

9. CHANGE OF EMPLOYMENT POSITION

Background Information: Approval of Mrs. Elizabeth Lanshcak, Community Liaison/recruitment to Diversified Occupations Instructor, at the current Step 6, Masters (\$67,610.00) in accordance with the Collective Bargaining Agreement.

Board Action Required: Approve in accordance with the Collective Bargaining Agreement.

Motion By _____ , Seconded By _____ ,

10. MAINTENANCE PERSONNEL

Background Information: Ratify Mr. Dan Patton as new maintenance personnel at a salary of \$25.00/ hour, effective Monday, August 21, 2023 with full benefits. Pending completion of all pre-employment requirements.

Board Action Required: Ratify maintenance personnel as listed.

Motion By _____ , Seconded By _____ ,

11. RE-EMPLOYMENT OF THE PERKINS INSTRUCTIONAL ASSISTANTS FOR THE 2023-2024 SCHOOL YEAR

Background Information: The Perkins Act allocation for the 2023-2024 school year for the Beaver County CTC is \$372,234.00. The Perkins Planning committee approved the utilization of the Perkins funds to re-employ Instructional Assistants. The following Instructional Assistants will be funded by the Perkins Grant.

<u>NAME</u>	<u>POSITION</u>	<u>SALARY</u>
Brandy Gallagher	Logistics & Materials Management	\$18,883.00 (1/2 time)
Glenda Tetemanza	Learning Support	\$37,000.00
Gregory Wilber	HVAC	\$35,000.00
Dan Gallagher III	Collision Repair	\$29,000.00
Alaina Souders	Veterinary Assistant	\$27,000.00

Board Action Required: Authorize re-employment of the Perkins Instructional aides as listed.

Motion By _____, Seconded By _____

12. EMPLOYMENT OF THE PERKINS INSTRUCTIONAL ASSISTANTS

Background Information: The Perkins Act allocation for the 2023-2024 school year for the Beaver County CTC is \$372,234.00. The Perkins Planning committee approved the utilization of the Perkins funds for the employment of two (2) additional Instructional Assistants, effective August 23, 2024, for the 2023-2024 School year. The following Instructional Assistants will be funded by the Perkins Grant. The Graphic Arts position is part-time and Special Education position is full-time with full benefits. Pending completion of all pre-employment requirements.

<u>NAME</u>	<u>POSITION</u>	<u>SALARY</u>
Suzanne Mano	Graphic Arts	\$22,000.00 (1/2 time)
Lea Ritz	Special Education	\$32,000.00

Board Action Required: Authorize employment of the Perkins Instructional aides as listed.

Motion By _____, Seconded By _____

13. SUMMER EMPLOYMENT

Background Information: Ratify request of Mr. Christopher Graham, Logistics Instructor, to work an additional twenty (20) hours in the warehouse and school in accordance with the CBA, due to the heavy inflow of deliveries this summer. (page 45)

Board Action Required: Ratify summer employment as requested.

Motion By _____, Seconded By _____,

14. E-RATE CONSULTING SERVICES AGREEMENT

Background Information: Approval of an E-rate consulting services agreement with Questeq Educational Technology Management for the 2024-2025 funding year. The estimated cost is not to exceed \$6,700.00. Rate is based on enrollment. (pages 46-62)

Board Action Required: Approve the service agreement as presented.

Motion By _____, Seconded By _____.

15. FULL SERVICE NETWORK AGREEMENT

Background Information: Ratify an agreement with Full Service Network, Pittsburgh, PA to install, repair and maintain the Digital phone bundle for the Beaver County Career & Technology Center, effective for a term of five (5) years, July 1, 2023, through and including June 30, 2028. The monthly rate is \$724.9 and a one-time activation fee of \$3,299.99. (pages 63-69)

Board Action Required: Ratify agreement as presented.

Motion By _____, Seconded By _____,

16. NON-MEMBER TUITION RATE 2023-2024

Background Information: Approval is requested to establish the non-member school tuition rate for the 2023-2024 school year in the amount of \$ 10,950.00. This represents a \$ 100.00 increase.

Board Action Required: Approve the 2023-2024 non-member school tuition rate.

Motion By _____ , Seconded By _____ ,

17. AMENDED MOTION FOR THE 2023-2024 SUBSTITUTE SCHOOL NURSE RATE

Background Information: Approval to amend the motion for the Substitute School rate to state "pursuant to the terms of the Stat Staffing Contract."

Board Action Required: Approve the amended motion as presented.

Motion By _____ , Seconded By _____ ,

18. SUBSTITUTE RATES FOR THE 2023-2024 SCHOOL YEAR

Background Information: Approval is requested to establish the Substitute rates for the 2023-2024 School year as listed:

Position	2023-2024 Rate
Substitute Teacher	\$ 125/day
Substitute School Nurse	Pursuant to the terms of the Stat Staffing Contract.

Board Action Required: Approve new rates for the 2023-2024 School Year.

Motion By _____ , Seconded By _____ ,

19. MENTOR SALARY RATE AMENDED MOTION

Background Information: Approval is requested to amend the motion for the rate of pay for the 2023-2024 School year to \$1150.00 for the mentors in accordance with the Collective Bargaining Agreement.

Board Action Required: Approve the amended rate as presented.

Motion By _____ , Seconded By _____ ,

20. MENTORS

Background Information: Authorization is requested for the following instructors to be approved as mentors for the newly employed instructors for the 2023-2024 school year:

Name of Mentor	Mentee	Salary
Renee DiGiacomo	Daniel Mengel	\$1,150.00
Bryan Lehocky	Ben Piper	\$1,150.00
Dan Ostronic	Albert Kollinger	\$1,150.00
Nicole Demark	Nicole Todd	\$1,150.00
Carl Cosentino	Michael Hall	\$1,150.00
Anne Liller	Daniel Larue	\$1,150.00
Jamie Kuriger	Tom Majors	\$1,150.00
Fran Mano	Vince Gratteri	\$1,150.00
Laurie Conti	Dominic Darenkamp	\$1,150.00
Susan Chance	Elizabeth Lanshcak	\$1,150.00

Background Information: Approve mentors as listed.

Board Action Required:

Motion By _____ , Seconded By _____ ,

21. STUDENT HANDBOOK

Background Information: Approve the updated Student Handbook of the BCCTC for the 2023-2024 school year. The changes are highlighted in the handbook. (separate attachment)

Board Action Required: Approve the Student handbook as presented.

Motion By _____ , Seconded By _____ ,

22. PROGRAM OF STUDY HANDBOOK

Background Information: Approve the updated Program of Study Handbook which includes the previously approved new program, Diversified Occupations (CIP Code: 32.0105) within the handbook. (separate attachment)

Board Action Required:

Motion By _____ , Seconded By _____ ,

23. CAREER TECHNICAL STUDENT ORGANIZATION SPONSORS

Background Information: Authorization is requested to approve personnel Listed below as sponsors for the various career and technical student organizations for the 2023-2024 school year:

SkillsUSA

Mr. Dan Ostronic
Ms. Laurie Conti (Assistant)

Distributive Education Clubs of America (DECA)

Mr. Christopher Graham

Family, Career & Community Leaders of America (FCCLA)

Mr. Benjamin Piper

National Future Farmers of America (FFA)

Mr. Bryan Lehocky

American Welding Society (AWS)

Mr. Carl Cosentino

Future Business Leaders of America (FBLA)

Ms. Renee DiGiacomo

National Technical Honor Society (NTHS)

Mrs. Dolores Mason

Ms. Nicole DeMark

Cosmetology Supervisor

Mrs. Dolores Mason

CTC Yearbook

Mr. Francis Mano

National Association of Home Builders (NAHB)

Mr. David Liptak

Health Occupations Students of America (HOSA)

Ms. Nicole Todd

Mrs. Elizabeth Mitsch (Assistant)

Board Action Required: Approve the sponsors as listed.

Motion By _____ , Seconded By _____ ,

24. HEALTH AND SAFETY PLAN

Background Information: Approve the Health and Safety plan from the 2022-2023 School year to remain the same and in effect for the 2023-2024 School Year.

Board Action Required: Approve the Health and Safety Plan as presented.

Motion By _____ , Seconded By _____ ,

25. WORKSHOPS/CONFERENCES/FIELD TRIPS

Background Information: The following workshops/conferences/field trips are submitted for consideration: (pages 70-80)

- a. Mr. Albert Kollinger, Collision Repair Instructor to attend a Lesonal SB Product Training in Frazer, PA from July 17-20, 2023. Hotel accommodations fees were covered by Lesonal. Total cost is \$525.00.
- b. Mr. Benjamin Piper, Culinary Arts Instructor, to attend the Pro Start Teacher Conference at Penn State, University Park from Tuesday, August 2, 2023- Wednesday, August 3, 2023. Total cost is \$114.83.
- c. Mr. Dan Ostronic, SkillsUSA Advisor and one (1) student to attend the SkillsUSA State Officer training from August 16-18, 2023. Total cost for advisor is \$250.00.

Board Action Required: Approve/ratify trips as listed above.

Motion By _____ , Seconded By _____ ,

26. REPORTS

- a) Dr. Donna Nugent, Superintendent of Record
- b) Attorney Michelle Gannon, Assistant Solicitor
- c) Mr. Thomas Palas, Buildings and Grounds Supervisor
- d) Ms. Laura DelVecchio, Acting Administrative Director

27. INFORMATION

- a) 2023-2024 School Calendar (pages 81-82)
- b) 2023-2024 Calendar of Events (updates to follow)

COMMENTS FROM THE PUBLIC MAY BE MADE AT THIS TIME

28. ADJOURNMENT

Board Action Required:

Motion By _____ , Seconded By _____ .

Time: _____

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MEETING No. 567

August 24, 2023

ADDENDUM

1. EMPLOYMENT OF ACTING ASSISTANT ADMINISTRATIVE DIRECTOR/PRINCIPAL

Background Information: Approval of Mr. Nick Tisak as the Beaver County Career & Technology Center Acting Assistant Administrative Director/Principal effective with the 2023-2024 School year at a daily rate of \$440.00, pending completion of all pre-employment requirements.

Board Action Required: Approve the Acting Assistant Administrative Director/Principal as presented.

Motion By _____, Seconded By _____