

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

**AGENDA**

**MEETING No. 571**

November 21, 2023

**PLACE OF MEETING AND MEETING TIME**

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

**Dinner: 5:15 p.m.  
Meeting 6:30 p.m.**

**PRESIDING OFFICER**

Mrs. Mary Jo Kehoe

<b><u>Roll Call</u></b>	<b><u>District</u></b>	<b><u>BCCTC</u></b>
Ms. Catherine Colalella	Aliquippa	Dr. Donna Nugent
Mrs. Mary Jo Kehoe	Ambridge	Ms. Laura DelVecchio
Mr. Luke Berardelli	Beaver	Mr. Nick Tisak
Mr. Ronald Miller	Big Beaver Falls	Ms. Michelle Gannon
Mr. Dan Jones	Blackhawk	Mrs. Lee Ann Prodonovich
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**

RESOLUTIONS OF PRAISE WILL BE PRESENTED TO DEPARTING JOINT OPERATING COMMITTEE MEMBER MR. DANIEL JONES; BLACKHAWK SCHOOL DISTRICT AND MR. ROBERT TELLISH; SOUTH SIDE SCHOOL DISTRICT. A COPY OF THE RESOLUTION WILL BE SUBMITTED TO THE RESPECTIVE SCHOOL DISTRICT AND INCLUDED IN THE MINUTES OF THE BEAVER COUNTY CAREER & TECHNOLOGY CENTER MEETING MINUTES OF NOVEMBER 2023.  
(PAGES 8-9)

**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. ADMINISTRATIVE DIRECTOR**

**Background Information:** Approve/Ratify Ms. Laura DelVecchio as the Beaver County Career & Technology Center's Administrative Director, effective \_\_\_\_\_ , with a salary of \$ \_\_\_\_\_ .

**Board Action Required:** Approve/Ratify Ms. Laura DelVecchio as the Administrative Director as presented.

Motion By \_\_\_\_\_ , Seconded By \_\_\_\_\_ ,

**4. ADMINISTRATIVE DIRECTOR CONTRACT**

**Background Information:** Approve Administrative Director Employment Contract through June 30, 2026, subject to final review by the Joint Operating Committee Solicitor.

**Board Action Required:** Approve Ms. Laura DelVecchio as the Administrative Director Employment Contract as presented.

Motion By \_\_\_\_\_ , Seconded By \_\_\_\_\_ ,

**5. MEMORANDUM OF UNDERSTANDING**

**Background Information:** Approve Memorandum of Understanding regarding vacation time for Employee No. 10.

**Board Action Required:** Approve Memorandum of Understanding regarding vacation time for Employee No. 10 as presented.

Motion By \_\_\_\_\_ , Seconded By \_\_\_\_\_ ,

**6. MEMORANDUM OF UNDERSTANDING**

**Background Information:** Approve Memorandum of Understanding regarding vacation time for Employee No. 237.

**Board Action Required:** Approve Memorandum of Understanding regarding vacation time for Employee No. 237 as presented.

Motion By \_\_\_\_\_ , Seconded By \_\_\_\_\_ ,

**7. CAPITAL IMPROVEMENT FUNDS**

**Background Information:** Approve to retain \$ 1,121,534.09 in budgeted funds from the 2020-2021 and 2021-2022 school years and place the same in a capital improvements fund, with acknowledgement that all projects funded therefrom shall be approved by the Joint Operating Committee.

**Board Action Required:** Approve to retain \$1,121,534.09 in budgeted funds from the 2020-2021 and 2021-2022 school years and place the same in capital improvements fund, with the acknowledgement that all projects funded therefrom shall be approved by the Joint Operating Committee as presented.

Motion By \_\_\_\_\_ , Seconded By \_\_\_\_\_ ,

**8. SCHOOL SAFETY & SECURITY COORDINATOR**

**Background Information:** Approve/Ratify Ms. Laura DelVecchio as the Beaver County Career & Technology Center School Safety and Security Coordinator, effective \_\_\_\_\_.

**Board Action Required:** Approve/Ratify Ms. Laura DelVecchio as the School Safety & Security Coordinator as presented.

Motion By \_\_\_\_\_ , Seconded By \_\_\_\_\_ ,

**9. APPROVAL OF THE MINUTES**

**Background Information:** Approval of the minutes of the October 26, 2023, meeting as presented. (pages 10-15 )

**Board Action Required:** Approve the minutes of October 26, 2023, meeting minutes.

Motion By \_\_\_\_\_ , Seconded By \_\_\_\_\_ ,

**10. TREASURER’S REPORT**

**Background Information:** The Treasurer’s Report for the various financial accounts for October 2023 and the listing of bills for the month of November 2023 are presented. (pages 16-24 )

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

Motion By \_\_\_\_\_ , Seconded By \_\_\_\_\_ ,

**11. AUTHORIZATION TO PAY BILLS**

**Background Information:** Since no Joint Operating Committee (JOC) meeting is scheduled in December, authorization is requested for the December 2023 bills to be paid and ratified in January 2024.

**Board Action Required:** Approve authorization to pay bills in December and subsequently ratify in January 2024.

Motion By \_\_\_\_\_ , Seconded By \_\_\_\_\_ ,

**12. ESTABLISH MEETING DATES FOR 2024 CALENDAR YEAR**

**Background Information:** The following dates are proposed for the Beaver County CTC Joint Operating Committee meetings for the 2024 calendar year:

January 25*	February 22	March 28	April 25
May 23	June 27	July – No Meeting	August 22
September 26	October 24	November 19	December - No meeting

\*Denotes Reorganization/Regular Meeting

**Board Action Required:** Approve the 2024 Joint Operating Committee meeting dates as presented.

Motion By \_\_\_\_\_ , Seconded By \_\_\_\_\_ ,

### **13. LOCAL ADVISORY COMMITTEE LIST**

**Background Information:** Approve the Local Advisory Committee (LAC) membership list as included in the agenda backup. (page 25 )

**Board Action Required:** Approve the LAC list as provided.

Motion By \_\_\_\_\_ , Seconded By \_\_\_\_\_

### **14. WORKSHOPS/CONFERENCES/FIELD TRIPS**

**Background Information:** The following workshops/conferences/field trips are submitted for consideration: (pages 26-44)

- a. Mr. George Metz, Machine Tool Instructor and five (5) students to tour Schroeder Industries and Allegheny Performance Plastics in Leetsdale, PA for BotsIQ and Industry tours with Freedom and Avonworth School Districts, on Tuesday, November 7, 2023, full day. Total cost is \$450.00.
- b. Mr. Albert Kollinger, Collision Repair Instructor, Mr. Dan Gallagher III, Collision Repair Instructional Assistant and forty-three (43) students to visit Manheim Auto auction, in Cranberry, PA on Wednesday, November 8, 2023, full day. Total cost is \$328.00.
- c. Mr. David Liptak, Carpentry Instructor, Mr. Bryan Lehocky, Greenhouse Instructor, Mr. Dan Ostronic, HVAC-R Instructor, Mr. John Macuga, Electrical Occupations Instructor, Ms. Jamie Kuriger, Learning Facilitator and Mrs. Anne Liller, School Counselor and one hundred and sixty-five (165) students to attend the Builder's Guild "Build On" event for trades at the David Lawrence Convention Center, Pittsburgh, PA, on Friday, November 17, 2023, full day. Total estimated cost is \$1,400.00.
- d. Mr. Dan Mengel, Automotive Technology and Mr. Alan Valasek, Automotive Repair Instructional Assistant and fifteen (15) students to attend the CCAC West Skilled Trades Fair on November 21, 2023, full day. Total cost is \$125.00.
- e. Mrs. Dolores Mason, Cosmetology Instructor, and two (2) students on Friday, December 8, 2023, to conduct NTHS Community Service at Beaver County Behavioral Health in Beaver Falls, PA. Total cost is \$155.00.
- f. Ms. Renee DiGiacomo, FBLA Advisor, Ms. Nicole Demark, Graphic Arts Instructor, Mr. Scott Florence, student teacher and Mrs. Suzy Mano, Graphic Arts Instructional Assistant and forty-five (45) students to attend FBLA team building activities and guest speaker at Sheffield

Lanes, on Thursday, December 14, 2023, full day. Total cost is \$2,435.00.

- g. Mr. Benjamin Piper, Culinary Arts Instructor, and Ms. Sue Chance, Learning Facilitator and twelve (12) students to attend Pro Start Boot Camp at Indiana University of Pennsylvania, Punxsutawney Campus, on January 11, 2024, full day. Total cost is \$930.00.
- h. Mr. Bryan Lehocky, Greenhouse Instructor, and six (6) students to attend the National FFA Organization of Western PA Floral Competition at Derry High School, full day on Wednesday, January 17, 2024. Total cost is \$200.00.

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

Motion By \_\_\_\_\_ , Seconded By \_\_\_\_\_ ,

**15. REPORTS**

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

**16. INFORMATION**

- a) Calendar of Events (pages 45-47 )
- b) Jacob Hughes professional compliments of Carl Cosentino, Welding Instructor
- c) Diversified Occupations Placements

**COMMENTS FROM THE PUBLIC MAY BE MADE AT THIS TIME**

**17. ADJOURNMENT**

**Board Action Required:**

Motion By \_\_\_\_\_ , Seconded By \_\_\_\_\_ .

Time: \_\_\_\_\_