

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

**AGENDA**

**MEETING No. 572**

January 25, 2024

**PLACE OF MEETING AND MEETING TIME**

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

**Dinner- 5:00 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 DeVecchio _____
Mr. Luke Berardelli	Beaver _____	Mr. Nick Tisak _____
Mr. Ronald Miller	Big Beaver Falls _____	Ms. Michelle Gannon _____
Mr. Andrew Huzyak	Blackhawk _____	Mrs. Lee Ann Prodonovich _____
Mr. Dennis Bloom	Central Valley _____	_____
Mr. Gerald Inman	Freedom _____	_____
Ms. Carla Buxton	Hopewell _____	_____
Mr. Chris Becker	Midland _____	_____
Ms. Bernadette Mattica	New Brighton _____	_____
Mrs. Christy Hughes	Riverside _____	_____
Mr. Dale Daman	Rochester _____	_____
Mr. Michael Rounds	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**

**1. REORGANIZATION OF BEAVER COUNTY CAREER & TECHNOLOGY CENTER**

**A. Selection of Temporary Chairman**

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

**B. Nominations for Chairperson – 1 Year Term, January – December 2024**

- (1) Election of Chairperson
- (2) Chairperson assumes Chair position

**C. Nominations for Vice Chairperson – 1 Year Term, January – December 2024**

- (1) Election of Vice-Chairperson

**D. Appointment of Weiss Burkardt Kramer, LLC**

- (1) Reappointment of Weiss Burkardt Kramer, LLC as solicitor for a period of one (1) year. The retainer fee of \$500.00 will remain the same. The hourly rate will increase from \$145.00 to \$150.00 per hour. These rates will remain in effect for two (2) years. (page 10)

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*RESOLUTIONS OF PRAISE WILL BE PRESENTED TO DEPARTING JOINT OPERATING COMMITTEE MEMBER MR. FLOYD TAME, ROCHESTER 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 JANUARY 2024. (PAGE 11)*

**2. 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: \_\_\_\_\_

**3. 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: \_\_\_\_\_

**APPROVAL/RATIFY THE FOLLOWING AGENDA ITEMS AS LISTED:**

**4. APPROVAL OF THE MINUTES**

**Background Information:** The minutes of the November 21, 2023, meeting are presented. (pages 12-21 )

**Board Action Required:** Approve November 21, 2023, meeting minutes as presented.

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

**5. APPROVAL OF THE TREASURER’S REPORT**

**Background Information:** The Treasurer’s Report for the various accounts for November and December 2023 and the listing of bills for the month of December 2023 and January 2024 are presented for approval. (pages 22-38)

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

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

**6. APPROVAL OF 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 \_\_\_\_\_ ,

**7. APPROVAL OF THE LOWEST BIDDER-ROOF**

**Background Information:** Accept/approve the lowest responsible bidder, Triangle Roofing Inc. in the amount of \$ \_\_\_\_\_ in order to replace the roof of the Beaver County CTC.

**Board Action Required:** Accept the lowest bidder Triangle Roofing Inc, as presented.

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

**8. APPROVAL OF THE SPLIT DUCT MATERIALS- SPLIT DUCTWORK IN THE DOUBLE CLASSROOM**

**Background Information:** Approve the Split Duct work materials from Johnstone Supply to install a split duct system in the double classroom I the amount of Costars prining of \$19,381.50. (pages 39-41)

**Board Action Required:** Approve the HVAC construction as presented.

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

**9. APPROVAL OF PERKINS FUNDING STIPEND**

**Background Information:** Approve stipend of \$5,000.00 from Perkins funding for Mrs. Amber Cochran, Administrative Assistant, as the Literacy Assistant for the Beaver County CTC retroactive to July 1, 2023.

**Board Action Required:** Approve the stipend as presented.

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

**10. APPROVAL OF A BEAVER COUNTY CTC SUBSTITUTE**

**Background Information:** Approve Ms. Amber Wilson as a Cosmetology Substitute teacher effective Friday, January 26, 2024, pending completion of all pre-employment requirements.

**Board Action Required:** Approve the substitute as listed.

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

**11. RATIFY A BEAVER COUNTY CTC PERKINS INSTRUCTIONAL ASSISTANT**

**Background Information:** Ratify Mr. Dominick Treemarchi, as the Masonry Perkins Instructional Assistant, at a salary of \$28,985.00 (pro-rated) with full Benefits, effective Wednesday, January 3, 2024, pending completion of all pre-employment requirements.

**Board Action Required:** Ratify the Perkins Instructional Assistant as listed.

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

**12. RATIFY/ACCEPT AN EDUCATIONAL UNPAID LEAVE OF ABSENCE**

**Background Information:** Accept/ratify a request from Mrs. Brandy Gallagher, Instructional Assistant, for an educational unpaid leave of absence, effective Thursday, January 18, 2024, through and including, Friday, May 10, 2024. All fringe benefits are waived by the employee during the unpaid leave request. (page 42)

**Board Action Required:** Approve/ratify educational unpaid leave of absence as requested.

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

**13. APPROVAL OF CAREER TECHNICAL STUDENT ORGANIZATION SPONSOR**

**Background Information:** Authorization is requested to approve Mr. Benjamin Piper, Culinary Arts Instructor as the advisor for ProStart, a Career and Technical student organization and in accordance with the Collective Bargaining Agreement in the amount of \$1,800.00:

**ProStart Advisor**  
Mr. Benjamin Piper

**Board Action Required:** Approve Mr. Benjamin Piper as requested and in accordance with the Collective Bargaining Agreement.

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

**14. APPROVAL OF THE BEAVER COUNTY CTC WEBSITE REIMBURSEMENT**

**Background Information:** Approve payment to Ms. Nicole DeMark, Graphic Arts instructor in the amount of \$3,740.00 for the hours worked on the start up and design of the Beaver County CTC website, in accordance with the collective bargaining agreement. (page)

**Board Action Required:** Approve the reimbursement as stated.

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

**15. RATIFY THE HOSTING INFORMATION OF THE BEAVER COUNTY CTC**

**Background Information:** Ratify the cost of the hosting information of the Beaver County CTC website by WIX in the amount of \$343.44 for a term of two (2) years, effective January 17, 2024, through and including January 17, 2026. (page 43)

**Board Action Required:** Approve the agreement with WIX as presented.

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

**16. APPROVAL OF THE 2023-2024 HEALTH AND SAFETY PLAN**

**Background Information:** Approve the Beaver County CTC Health and Safety plan for the 2023-2024 School Year. (pages 44-50)

**Board Action Required:** Approve the Beaver County CTC 2023-2024 Health and Safety Plan as presented.

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

**17. APPROVAL OF THE WORKSHOPS/CONFERENCES/FIELD TRIPS**

**Background Information:** The following workshops/conferences/field trips are submitted for approval and/or ratification: (pages 51-79)

- a. Mr. Christopher Graham DECA Advisor, to attend, full day on Wednesday, December 6, 2023, the DECA District 2 Conference at the North Allegheny Baierl Center. Total cost is \$265.00.
- b. Mr. Dan Mengel, Automotive Technology Instructor, and Mr. Alan Valasek, Automotive Technology Instructional Assistant, and eight (8) students to attend on Thursday, December 14, 2023, full day the Automotive Scholarship Competition at CCAC West, Oakdale, PA. Total cost is \$125.00.
- c. Mr. Bryan Lehocky, Greenhouse/Landscape Instructor, and sixteen (16) students to attend the Pennsylvania Farm Show from January 7-9, 2024, in Hershey, PA. Total cost is \$2,980.00.
- d. Mrs. Anne Liller, School Counselor, and six (6) students to attend a county wide Youth Ambassador Event at Community College of Beaver County on Wednesday, January 24, 2024, all day. There is no cost.
- e. Mrs. Dolores Mason, Cosmetology Instructor, and Mrs. Lea Ritz, Special Education Instructional Assistant, and twenty-two (22) students to visit the Robison Twp. Mall salons to pursue job opportunities on Wednesday January 31, 2024, full day. Total cost is \$475.00.
- f. Mr. David Liptak, Carpentry Instructor, and twenty (20) students to visit the Carpenters Training Facility, Pittsburgh PA, full day for NOCTI practice on Friday, February 2, 2024. Total cost is \$475.00.
- g. Ms. Nicole DeMark, Graphic Arts Instructor, Mrs. Suzanne Mano, Instructional Assistant, and twenty (20) students to visit St Vincent DePaul for a senior project on Monday, February 12, 2024, full day for a Fashion Show. Total cost is \$975.00.
- h. Mr. Dan Mengel, Automotive Instructor, and Mr. Alan Valasek, Automotive Instructional Assistant, and twenty-five (25) students to attend Career Day at the Pittsburgh Auto Show at the David Lawrence

Convention Center, Pittsburgh, PA, full day on Friday, February 16, 2024. Total cost is \$575.00.

- i. Mr. Albert Kollinger, Collision Repair Instructor, and Mr. Dan Gallagher, Collision Repair Instructional Assistant and forty-three (43) students to tour Hunter Truck, in Butler, PA on February 21, 2024, full day. Total cost is \$440.00.
- j. Mr. Christopher Graham, DECA Advisor, and three (3) students to attend the DECA State Conference in Hershey, PA from February 21-23, 2024. The total cost is \$2,144.50 plus gas and tolls.
- k. Ms. Laurie Conti, SkillsUSA Assistant Advisor, and one (1) student to attend in Altoona, PA, the State Officer SLSC 2024 Preparation in from February 25-27, 2024. Total cost is \$659.78.
- l. Mr. Benjamin Piper, Culinary Arts Instructor and seven (7) students to attend the Pro Start competition from February 28-29, 2024, at Penn State University, Main campus. Total cost is \$ 872.00.
- m. Ms. Nicole Todd, Health Occupations Instructor, Mrs. Stephanie Vuckovich, Veterinary Assistant Instructor, Mrs. Elizabeth Mitsch, Health Occupations Instructional Assistant and eighteen (18) students to attend the HOSA Leadership Conference in Lancaster PA from March 12-15, 2024. Total cost is \$13,723.23.
- n. Mrs. Renee DiGiacomo, FBLA Advisor, Ms. Nicole DeMark, Graphic Arts Instructor and approximately seventeen (17) students to attend the PA Future Business Leaders of America State Leadership Conference in Hershey, PA from April 7-10, 2024. Total cost is \$16,427.00.

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

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

## **18. REPORTS**

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

## **19. INFORMATION**

- a) **“School Board Recognition Month”** (page 80)
- b) BCCTC Calendar of Events

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

**20. ADJOURNMENT**

**Board Action Required:**

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

TIME: \_\_\_\_\_