

**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

<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	Miss Laura DeVecchio
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**

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**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.

<b><u>NAME</u></b>	<b><u>POSITION</u></b>	<b><u>SALARY</u></b>
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.

<b><u>NAME</u></b>	<b><u>POSITION</u></b>	<b><u>SALARY</u></b>
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. 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:

<b>Position</b>	<b>2023-2024 Rate</b>
Substitute Teacher	\$ 125/day
Substitute School Nurse	TBD ( <i>Market</i> )

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

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

**18. 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:

<b>Name of Mentor</b>	<b>Mentee</b>	<b>Salary</b>
Renee DiGiacomo	Daniel Mengel	\$1,100.00
Bryan Lehocky	Ben Piper	\$1,100.00
Dan Ostronic	Albert Kollinger	\$1,100.00
Nicole Demark	Nicole Todd	\$1,100.00
Carl Cosentino	Michael Hall	\$1,100.00
Anne Liller	Daniel Larue	\$1,100.00
Jamie Kuriger	Tom Majors	\$1,100.00
Fran Mano	Vince Gratteri	\$1,100.00
Laurie Conti	Dominic Darenkamp	\$1,100.00
Susan Chance	Elizabeth Lanshcak	\$1,100.00

**Background Information:** Approve mentors as listed.

**Board Action Required:**

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

**19. 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 \_\_\_\_\_ ,

**20. 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 \_\_\_\_\_ ,

**21. 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 \_\_\_\_\_ ,

**22. 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 \_\_\_\_\_ ,

**23. 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 \_\_\_\_\_ ,

**24. 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

**25. 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**

**26. ADJOURNMENT**

**Board Action Required:**

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

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