

PLACE OF SEPTEMBER 22, 2021 MEETING – Western Area Career & Technology Center Multipurpose Room

PRESIDING OFFICER – Edward A. Szygenda – JOC President – Call to Order at 6:30 PM

\_\_\_ 1. PLEDGE OF ALLEGIANCE TO THE FLAG

\_\_\_ 2. ROLL CALL

| Board Delegate          | Alternate           | Also In Attendance     |
|-------------------------|---------------------|------------------------|
| Leslie J. Cunningham    | Melissa A. Dryer    | Dr. James R. Konrad    |
| Melissa P. Secco        | Timothy K. Burgoyne | Dr. Dennis J. McCarthy |
| Mark E. Dopudja         | Mary Beth Kline     | Mary DeProspero-Adams  |
| Fred R. Rockage         | Richard M. Hall     | Kimberly A. Siegman    |
| Louis R. Ursitz         | Dawn E. Fiori       | Steffie Smith          |
| Edward A. Szygenda      | David D. Haines     | Solicitor              |
| Rebecca A. Bowman, Esq. | Ronald A. Dunleavy  |                        |
| James Knapp             | Penny S. Caleffe    |                        |
| Karen I. Ruby           | Patricia R. Cherry  |                        |

\_\_\_ 3. PUBLIC PARTICIPATION

\_\_\_ 4. APPROVAL OF MINUTES

\_\_\_ Authorization to approve the minutes of the meeting of August 18, 2021.

Motion \_\_\_\_\_ Second \_\_\_\_\_

\_\_\_ 5. FINANCIAL

**Treasurer’s Report | Ratification and Payment of Bills**

\_\_\_ Authorization to accept the Treasurer’s report with ratification and payment of bills as presented.

Motion \_\_\_\_\_ Second \_\_\_\_\_

\_\_\_ 6. ARTICULATION AGREEMENTS

\_\_\_ Authorization to enter into the attached Agreement with Penn Commercial Business/Technical School for advanced credit to benefit Welding, Cosmetology, HVAC and Medical Assistant students.

Motion \_\_\_\_\_ Second \_\_\_\_\_

\_\_\_ Authorization to enter into the attached Agreement with Pennsylvania College of Technology to benefit Western Area CTC Emergency & Protective Services students in attaining education/career objectives.

Motion \_\_\_\_\_ Second \_\_\_\_\_

\_\_\_ 7. TECHNICAL ASSISTANCE PROGRAM

\_\_\_ Authorization to enter into a Memorandum of Understanding with the Bureau of Career & Technical Education for participation in the BCTE Technical Assistance Program’s NOCTI Pre-Tests and Study Guides for the 2021-2022 school year.

Motion \_\_\_\_\_ Second \_\_\_\_\_

\_\_\_ 8. APPROVAL OF OCCUPATIONAL ADVISORY COMMITTEE MEMBERS

\_\_\_ Authorization to approve the 2021-2022 Occupational Advisory Committees as presented.

Motion \_\_\_\_\_ Second \_\_\_\_\_

\_\_\_ 9. PROSOFT HOSTING SERVICE AGREEMENT

\_\_\_ Authorization to approve the revised N. Harris Computer Corporation Hosting Service Agreement in the amount of \$4,240 that includes hosting, monitoring, operating and maintaining ProSoft software used for the Center’s financial operation.

Motion \_\_\_\_\_ Second \_\_\_\_\_

\_\_\_ 10. INTERMEDIATE UNIT I ELECTRIC CONSORTIUM

\_\_\_ Authorization to approve the attached Resolution authorizing the Executive Director and Business Manager to enter into an agreement with a vendor selected by the Intermediate Unit I Electric Consortium to provide electricity supply beginning December 2022, for a period of 36 to 48 months.

Motion \_\_\_\_\_ Second \_\_\_\_\_

\_\_\_ 11. DIRECT ENERGY CONTRACT

\_\_\_ Authorization to enter into a three-year contract with Direct Energy beginning 9/1/2022 through 8/31/2025 for the purchase of Natural Gas through Allegheny Intermediate Unit 3.

Motion \_\_\_\_\_ Second \_\_\_\_\_

\_\_\_ 12. SUPPLEMENTAL COSMETOLOGY PROGRAM

\_\_\_ Authorization to approve a 30-hour supplemental Cosmetology program to begin in October and to pay Allison A. Scaife \$35 per hour to instruct the program, contingent upon sufficient enrollment. (All costs will be paid out of Geers II funding.)

Motion \_\_\_\_\_ Second \_\_\_\_\_

\_\_\_ 13. PERSONNEL

**Paraprofessional**

\_\_\_ Authorization to accept the resignation of paraprofessional Pamela Chapman, effective August 26, 2021.

Motion \_\_\_\_\_ Second \_\_\_\_\_

\_\_\_ Authorization to hire Lindsay R. Fisher as a full-time paraprofessional at the rate of \$15.50 per hour, with 3 sick days, 1 personal day, and 1 emergency day, effective September 27, 2021, contingent upon fulfillment of employment requirements.

Motion \_\_\_\_\_ Second \_\_\_\_\_

**Secretary to the Principal**

\_\_\_ Authorization to accept the resignation of Kimberly Cecchini, secretary to the principal, effective October 8, 2021.

Motion \_\_\_\_\_ Second \_\_\_\_\_

\_\_\_ Authorization to recruit and hire a full-time front office secretary to the Principal, effective \_\_\_\_\_, at a prorated salary of \$ \_\_\_\_\_, with benefits.

Motion \_\_\_\_\_ Second \_\_\_\_\_

**Auto Mechanics Instructor**

\_\_\_ Authorization to accept the resignation of Timothy McLaughlin to be effective contingent upon employment of a qualified replacement or November 1, 2021, pursuant to Public School Code, 24 P.S., §1121.

Motion \_\_\_\_\_ Second \_\_\_\_\_

\_\_\_ Authorization to hire \_\_\_\_\_ as a full-time Auto Mechanics instructor on Step \_\_\_\_ Class \_\_\_\_\_, effective \_\_\_\_\_, 2021, at a base salary of \$ \_\_\_\_\_, with benefits, contingent upon fulfillment of employment requirements.

Motion \_\_\_\_\_ Second \_\_\_\_\_

\_\_\_ 14. CONFERENCE REQUEST

\_\_\_ Authorization to approve the following requests.

| Requested Activity  | Approximate Cost                                    |                                      |
|---|---|--------------------------------------|
| October 21 - Josh Layton to Adult Continuing Career and Technical Education Programs at State College | Transportation: \$171<br>Meals: \$50/Day            | Lodging: \$99                        |
| October 27-29 - 8 Students and Sponsor to SkillsUSA Leadership Workshop at Seven Springs              | Transportation: School Vehicle<br>Substitute: \$300 | Registration: \$30<br>Lodging: \$325 |

Motion \_\_\_\_\_ Second \_\_\_\_\_

\_\_\_ 15. REPORTS

\_\_\_ Superintendent of Record

\_\_\_ Solicitor

\_\_\_ Executive Director

- Principals Meeting - September 14<sup>th</sup>
- Attachments
  - Enrollment Update
  - PAC Meeting Minutes - September 16<sup>th</sup>
  - Monthly Financial Report

\_\_\_ 16. BOARD COMMENTS

\_\_\_ 17. EXECUTIVE SESSION

\_\_\_ 18. ADJOURNMENT (Time \_\_\_\_\_)

Motion \_\_\_\_\_ Second \_\_\_\_\_