

TO JOIN THE MEETING VIA ZOOM:

<https://us04web.zoom.us/j/72372860506?pwd=cmpsSzF1cVhVSFZsUkZWcEFaMWMwZz09>

Meeting ID: 723 7286 0506

Passcode: uCiP6h

PLACE OF JANUARY 26, 2022 MEETING – Western Area Career & Technology Center Board Room

Meeting Called to Order at 6:30 PM by Board President Melissa Secco

___ 1. PLEDGE OF ALLEGIANCE

___ 2. ROLL CALL

Board Delegate	Alternate	Also In Attendance
Leslie J. Cunningham	Melissa A. Dryer	Dr. Dennis J. McCarthy
Melissa P. Secco	Timothy K. Burgoyne	Mary DeProspero-Adams
Mark E. Dopudja	Bernard Price	Kimberly A. Siegman
Robert J. Mele	Laurie Popeck	Steffie Smith
Louis R. Ursitz	Beverly Schwab	Matthew M. Hoffman, Esq.
David D. Haines	Aaron Vanatta	
Rebecca A. Bowman, Esq.	Ronald A. Dunleavy	
James Knapp	Penny S. Caleffe	
Karen I. Ruby	Jenna Ward	

___ 3. PUBLIC PARTICIPATION

___ 4. APPROVAL OF MINUTES

___ Authorization to approve the minutes of the meeting of December 15, 2021.

Motion _____ Second _____

___ 5. FINANCIAL

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

Motion _____ Second _____

___ 6. HIRING POLICY UPDATE

___ Authorization to approve updated policy 404 (Hiring Practices-Teacher Selection) and Policy 504 (Employment of Classified Employees) as presented.

Motion _____ Second _____

___ 7. ARTICULATION AGREEMENTS

___ Authorization to enter into the attached agreements with Rosedale Technical College and Laurel Business Institute for advanced credit to benefit Auto Mechanics, Electrical Occupations, HVAC, Automation & Robotics Engineering, Rehabilitation Aide, Health Assistant, Cosmetology, Networking, Welding and Culinary/Baking students.

Motion _____ Second _____

___ 8. HEALTH AND SAFETY PLAN

___ Authorization to approve the updated Western Area CTC Health and Safety Plan as presented.

Motion _____ Second _____

___ 9. STUDENT ACTIVITY REQUESTS

___ Authorization to approve the following student activity requests.

Student Activity	Approximate Expense
February 7 – Cosmetology/Culinary students and instructors to Burgettstown Teacher Wellness Day at Burgettstown High School	Transportation: School Vans Substitute: \$100 (Cosmetology)
March 6-8 – 1 Student and instructor to SkillsUSA Leadership Training (Student expenses paid by SkillsUSA)	Transportation: School Vehicle Meals: \$50/Day Lodging: \$200 Substitute: \$100/Day (2 Days)
April 4-8 - 5 Students and Instructor to State College for SkillsUSA State Conference. (All student expenses paid by SkillsUSA)	Transportation: School Vehicle Lodging: \$913 Meals: \$50/Day (2 Days) Substitute: \$100/Day (5 Days)

Motion _____ Second _____

___ 10. PERSONNEL

___ A. Authorization to accept the resignation of Carpentry instructor Charles B. Filby effective January 4, 2022.

Motion _____ Second _____

___ B. Authorization to change the employment status of Rebecca Twigger from full-time to part-time Practical Nursing secretary effective March 1, 2022, at an hourly rate of \$17.50.

Motion _____ Second _____

___ C. Authorization to accept and approve the attached notification from front office secretary Sarah Grimes of her intent to retire effective January 31, 2022.

Motion _____ Second _____

___ D. Authorization to accept the resignation of paraprofessional Ashley Lowery effective January 20, 2022.

Motion _____ Second _____

___ E. Authorization to employ Jessica M. Pettigrew as a full-time, benefited secretary effective March 7, 2022, at a prorated salary of \$27,500, contingent upon fulfillment of employment requirements.

Motion _____ Second _____

___ F. Authorization to employ Jodie Cowden as a full-time paraprofessional at the rate of \$15.50 per hour, with 1 sick day and 1 personal day, effective February 14, 2022, contingent upon fulfillment of employment requirements.

Motion _____ Second _____

___ G. Authorization to employ Jodie McAdoo as a full-time paraprofessional at the rate of \$15.50 per hour, with 1 sick day and 1 personal day, effective January 31, 2022, contingent upon fulfillment of employment requirements.

Motion _____ Second _____

___ H. Authorization to hire Donald Shoemaker as a full-time Carpentry instructor on Step 15, Class 2, at a prorated salary of \$59,474, with benefits, effective February 14, 2022, contingent upon fulfillment of employment requirements.

Motion _____ Second _____

___ 11. REPORTS

- ___ Superintendent of Record
- ___ Solicitor
- ___ Executive Director
 - ___ Carpentry Instructor
 - ___ Sports Medicine OAC Meeting Update
 - ___ Pandemic Team Meeting Update
 - ___ 50th Anniversary Meeting Update

___ Attachments

- Enrollment Update
- January 20th PAC Meeting Minutes
- Monthly Financial Report

___ 12. BOARD COMMENTS

___ 13. EXECUTIVE SESSION

___ 14. ADJOURNMENT (Time _____)

Motion _____ Second _____

Next Meeting: February 23, 2022
Time: 6:30 PM