

BUTLER COUNTY AREA VOCATIONAL-TECHNICAL SCHOOL

JOINT OPERATING COMMITTEE

REGULAR MEETING AGENDA

June 8, 2023 ▪ 7:00 p.m.
 Large Conference Room
 210 Campus Lane ▪ Butler, Pennsylvania 16001-2664

CALL TO ORDER BY CHAIRPERSON Mr. John Conrad
PLEDGE OF ALLEGIANCE..... Mr. John Conrad
MOMENT OF SILENCE Mr. John Conrad
ROLL CALL BY RECORDING SECRETARY Mrs. Ashlee Lamenza

√	Members	Officers-Term	School District	3-YR JOC Term Expires
<input type="checkbox"/>	Mr. John Conrad	Chairperson-1 YR	Butler Area	December 2024
<input type="checkbox"/>	Ms. Jennifer Daniels-Wells		Butler Area	December 2023
<input type="checkbox"/>	Mr. William Gebhart		Knoch	December 2023
<input type="checkbox"/>	Mr. Michael Jacobs		Seneca Valley	December 2023
<input type="checkbox"/>	Mrs. Debra Miller	Secretary-6/30/2026	Knoch	December 2024
<input type="checkbox"/>	Mr. Justin Miller		Mars Area	December 2024
<input type="checkbox"/>	Mr. Vance Perry		Karns City Area	December 2024
<input type="checkbox"/>	Mr. Frederick Peterson, Jr.	Vice-Chairperson-1 YR	Seneca Valley	December 2023
<input type="checkbox"/>	Mr. Bryan Sack		Moniteau	December 2025
<input type="checkbox"/>	Mr. Mark Taylor		Slippery Rock Area	December 2025
<input type="checkbox"/>	Mrs. Nina Teff	Treasurer-1 YR	Butler Area	December 2025
<input type="checkbox"/>	Mrs. Mary Waggoner		Butler Area	December 2025

√	Alternates	School District
<input type="checkbox"/>	Dr. Michael Baptiste	Moniteau
<input type="checkbox"/>	Mr. Robert Bray	Karns City Area
<input type="checkbox"/>	Mrs. Jennifer Cummings	Butler Area
<input type="checkbox"/>	Mr. Anthony DePretis	Mars Area
<input type="checkbox"/>	Mr. Phil Heasley	Butler Area
<input type="checkbox"/>	Mr. Tim Hester	Seneca Valley
<input type="checkbox"/>	Mr. Anthony Infante	Knoch
<input type="checkbox"/>	Mrs. Jill McDonald	Knoch
<input type="checkbox"/>	Mr. James Nickel	Seneca Valley
<input type="checkbox"/>	Mrs. Heather Scott	Slippery Rock Area
<input type="checkbox"/>	Mr. Gary Shingleton	Butler Area
<input type="checkbox"/>	Mrs. Cecilia Tomko	Butler Area
<input type="checkbox"/>	Mr. Alvin Vavro	Butler Area

√	Others	Officer-Term	Title
<input type="checkbox"/>	Dr. Mark Gross		Superintendent of Record
<input type="checkbox"/>	Dr. Regina Hiler		Executive Director
<input type="checkbox"/>	Mrs. Rebekah Davis	Asst. Secretary-6/30/2026	Business Manager
<input type="checkbox"/>	Mrs. Ashlee Lamenza		Recording Secretary
<input type="checkbox"/>	Attorney Thomas Breth		Solicitor

**BUTLER COUNTY AREA VOCATIONAL-TECHNICAL SCHOOL
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REPORTS

- 1. Hearing of Public**
- 2. Director's Report**

Exhibit 1-8

Recommend approval of the Director's Report

Motion by: _____ Seconded by: _____ Voice Vote: _____

MINUTES

- 1. Regular Meeting Minutes of May 4, 2023**

Exhibit 9

Recommend approval of:

- 1. Regular Meeting Minutes**

Motion by: _____ Seconded by: _____ Voice Vote: _____

POLICY

- 1. Revised Final Reading Policy 213/Pupils: Assessment of Student Progress**

Exhibit 10

Recommend approval of the Final Reading of Policy 213/Assessment of Student Progress as outlined in exhibit.

Recommend approval of:

- 1. Revised Final Reading Policy 213/Pupils: Assessment of Student Progress**

Motion by: _____ Seconded by: _____ Voice on Roll Call: _____

NEW BUSINESS

- 1. State and National Conferences**

Recommend approval for the Administration and Staff to travel to State and National Conferences for the 2023-2024 School Year as authorized by the Executive Director.

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2. Cosmetology Licensure Hours

Exhibit 11

Recommend approval of the Cosmetology Licensure Hours for students to complete the hourly requirements for the State Board of Cosmetology.

3. Field Trip(s)

Exhibit 12

4. Award Bids

Exhibit 13

Recommend approval to Award Bids for 2023-2024 as outlined in exhibit.

5. PSBA Insurance Trust BUCS

Exhibit 14

Recommend approval to participate in the PSBA Insurance Trust Better Unemployment Compensation System (BUCS) from July 1, 2023-June 30, 2024.

6. Insurance

Exhibit 15

Recommend approval of the 2023-2024 Insurances with Arthur J. Gallagher as outlined in exhibit.

7. Solicitor (Three-Year Term)

Exhibit 16

Recommend approval to appoint Dillon McCandless King Coulter & Graham L.L.P. as Solicitor for a Three-Year Term to include school years 2023-2024, 2024-2025, and 2025-2026 at the cost outlined in exhibit.

8. Auditor (Three-Year Term)

Exhibit 17

Recommend approval to appoint CPA Mark Turnley as Auditor for a three-year term to include school years 2023-2024, 2024-2025, and 2025-2026 at the cost outlined in exhibit.

9. Auction Items

Exhibit 18

Recommend approval of the 2022-2023 Obsolete Equipment/Supply Auction Items.

10. MOU - Butler Township Police

Exhibit 19

Recommend approval of the Memorandum of Understanding with Butler Township Police from June 2023 through June 30, 2025.

11. Student-Parent Handbook

Exhibit 20

Recommend approval of the 2023-2024 Student-Parent Handbook.

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12. Website – Finals site

Exhibit 21

Recommend approval of the Finals site Order for the school website as outlined in exhibit.

13. Indiana University of Pennsylvania - Internship

Exhibit 22

Recommend approval for an Indiana University of Pennsylvania student, Heather Brown, to complete an unpaid Internship under the direction of the administration beginning July 1, 2023, as outlined in exhibit, pending clearances.

14. Articulation Agreements-Rosedale Technical College

Exhibit 23

Recommend approval of the following Articulation Agreements with Rosedale Technical College:

- A. Air Conditioning/Heating/Electrical (Revised)
- B. Automotive Technology (Revised)
- C. Building Construction (New)
- D. Collision Repair (New)
- E. Heavy Equipment Repair (Revised)
- F. Welding (Revised)

15. Agreement – BCM One

Exhibit 24

Recommend approval of the Master Service Agreement with BCM One, pending Solicitor review.

16. Dual Credit/College Within The Classroom

Exhibit 25

Recommend approval of the Dual Credit/College Within The Classroom Agreement between BCAVTS and Butler County Community College (BC3) from July 1, 2023 through June 30, 2024 as outlined in the exhibit.

17. Articulation Agreement – BC3

Exhibit 26

Recommend approval of the updated Articulation Agreement with Butler County Community College (BC3) and Culinary Arts program.

18. Release and Assignment

Exhibit 26A

Recommend approval of the Travelers Insurance Release and Assignment subject to Solicitor's approval.

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Recommend approval of:

1. State and National Conferences
2. Cosmetology Licensure Hours
3. Field Trip(s)
4. Award Bids
5. PSBA Insurance Trust BUCS
6. Insurance
7. Solicitor (Three-Year Term)
8. Auditor (Three-Year Term)
9. Auction Items
10. MOU with Butler Township Police
11. Student - Parent Handbook
12. Website – Finals site
13. Indiana University of Pennsylvania – Internship
14. Articulation Agreements-Rosedale Technical College
15. Agreement – BCM One
16. Dual Credit/College Within The Classroom
17. Articulation Agreement – BC3
18. Release and Assignment

Motion by: _____ Seconded by: _____ Voice on Roll Call: _____

EXECUTIVE SESSION, if requested.

PERSONNEL

1. Superintendents of Record

Recommend approval to appoint Slippery Rock Area School District Superintendent Dr. Alfonso Angelucci as the Superintendent of Record July 1, 2023 through June 30, 2024, with a two-month advisory term to conclude August 31, 2024. Salary is \$6,660.00, plus the cost of living capped at 3% per year. Cost of living percentage will be the Consumer Price Index percentage submitted to school districts by the PA School Boards Association for the month of July 2023.

2. Curriculum Development

Recommend approval for the following teachers to work on curriculum development for a maximum of 80 hours each from July 1, 2023 through June 30, 2024 at a rate of \$30/hour as per the teachers' contract:

- A. Carpentry-Scott McKee
- B. Cosmetology-Ashley Rocco
- C. Graphic Design-Lee Ann Clutter
- D. Health Assistant-Tonya Blank
- E. Machine Technology-Aaron Clouse

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3. Advisors

Recommend approval to appoint the following 2023-2024 Advisors at the rate in the teachers' contract:

Club	Advisor(s)
National Technical Honor Society (NTHS)	Taylor Gall-Ruggiero/Amy Dittman
SkillsUSA	Tim McLaughlin Aaron Clouse Lee Ann Clutter Tonya Blank
Yearbook	Lee Ann Clutter

4. Substitute Teacher Rate

Recommend approval of the 2023-2024 Substitute Teacher Rate of \$115/day with no benefits.

5. Salary Adjustments

Exhibit 27

Recommend approval of Salary Adjustments for non-teacher positions effective July 1, 2023.

6. Maintenance-Staff

Recommend approval for Staff to perform 2023-2024 Maintenance, on an as-needed basis:

- A. Amy Ellison (wages per teachers' contract)
- B. Aaron Clouse (wages per teachers' contract)
- C. Jacob Hughes (wages per teachers' contract)
- D. Bill Rearick (wages per teachers' contract)
- E. Tim McLaughlin (wages per teachers' contract)
- F. Mike Barczak (wages per teachers' contract)
- G. Georgia Krause (2023-2024 hourly rate)
- H. Eric Collins (wages per teachers' contract)
- I. David Hinchberger (wages per teachers' contract)
- J. Katie Collins (wages per teachers' contract)

7. Employee Agreements

Exhibit 28

Recommend approval of the Employment Agreements for:

- A. Regina Hiler, Executive Director
- B. Rebekah Davis, Business Manager
- C. Jared Ryan, Principal/Assistant Director
- D. Ashlee Lamenza, Administrative Assistant

**BUTLER COUNTY AREA VOCATIONAL-TECHNICAL SCHOOL
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Recommend approval for Rebekah Davis, Business Manager, to receive a one-time \$2,500.00 exceptional performance stipend, which is not added to her salary, in the 2022-2023 School Year, per her compensation agreement.

Recommend approval for Ashlee Lamenza, Administrative Assistant, to receive a one-time \$2,500.00 exceptional performance stipend, which is not added to her salary, in the 2022-2023 School Year, per her compensation agreement.

Recommend approval for Jared Ryan, Principal/Assistant Director, to receive a one-time \$2,500.00 exceptional performance stipend, which is not added to his salary, in the 2022-2023 School Year, per his compensation agreement.

8. Resignation – Instructional Aide

Exhibit 29

Recommend approval of the Resignation of Instructional Aide, James Heaney effective June 7, 2023.

9. Hire – Student Health Officer

Exhibit 30

Recommend approval to Hire Jill Sarnese as a Student Health Officer, utilizing COVID-19 Public Health Workforce Safety Grant Funding at a rate of \$31.58/hour not to exceed \$47,000, for the 2023-2024 school year, effective August 15, 2023, with no benefits, pending clearances.

10. Resignation – Health Assistant Instructor

Exhibit 30A

Recommend approval of the Resignation of Health Assistant Instructor, Andrea Celender effective August 11, 2023.

Recommend approval of:

- 1. Superintendents of Record**
- 2. Curriculum Development**
- 3. Advisors**
- 4. Substitute Teacher Rate**
- 5. Salary Adjustments**
- 6. Maintenance-Teachers**
- 7. Employee Agreements**
- 8. Resignation – Instructional Aide**
- 9. Hire – Student Health Officer**
- 10. Resignation – Health Assistant Instructor**

Motion by: _____ Seconded by: _____ Voice on Roll Call: _____

FINANCE

1. Financial Reports

Exhibit 31

**BUTLER COUNTY AREA VOCATIONAL-TECHNICAL SCHOOL
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2. Bill List

Exhibit 32

3. July Check Signing

Recommend approval to authorize payment of general operating bills and contracted expenses for July 2023 with details provided at the August meeting.

4. End of Year Transfers

Recommend approval of any budget transfers as of June 30, 2023, which may arise from the local auditor's reclassification and/or adjustments. Details will be provided at a later date.

5. Adult Education Funds

Recommend approval to carry over 2022-2023 Adult Education Funds to 2023-2024.

6. Audit Report

Recommend approval of the 2022 Audit Report as prepared by CPA Mark Turnley and return the excess funds to participating school districts.

7. Budget Transfers

Exhibit 33

Recommend approval of the Budget Transfers listed in exhibit.

Recommend approval of:

- 1. Financial Reports**
- 2. Bill List**
- 3. July Check Signing**
- 4. End of Year Transfers**
- 5. Adult Education Funds**
- 6. Audit Report**
- 7. Budget Transfers**

Motion by: _____ Seconded by: _____ Voice on Roll Call: _____

ADJOURNMENT

Motion by: _____ Seconded by: _____