

**WESTERN AREA CAREER & TECHNOLOGY CENTER  
JOINT OPERATING COMMITTEE MEETING AGENDA**

**June 12, 2024**

PRESIDING OFFICER – Melissa P. Secco, JOC President – Call to Order at 6:30 PM – Multipurpose Room

- \_\_\_ 1. PLEDGE OF ALLEGIANCE
- \_\_\_ 2. ROLL CALL

	Board Delegate	Alternate	Also In Attendance
A	Missy Dryer	Tia Shore	Cyril Walther
B	Melissa P. Secco	Amy Lemmon	Michael Milanovich
CM	Ann Marie Miller	Bernard Price	James Purtell
CH	Robert J. Mele	Richard Hall	Kimberly A. Siegman
FC	Paul Bianchini	Julie Sepesy	Steffie Smith
M	Monique Frye	Aaron Vanatta	Matthew M. Hoffman, Esq.
PT	Rebecca A. Bowman, Esq.	Kathleen Chaudhari	
T	Gregory Z. Rudman	J. R. Slagle	
W	Tara Sparks-Gatling	Amy Roberts	

- \_\_\_ 3. PUBLIC PARTICIPATION
- \_\_\_ 4. APPROVAL OF MINUTES

\_\_\_ Authorization to approve the minutes of May 22, 2024 meeting.

Motion \_\_\_\_\_ Second \_\_\_\_\_ Discussion \_\_\_\_\_  
 All in Favor \_\_\_\_\_ Opposed \_\_\_\_\_ Abstentions \_\_\_\_\_

- \_\_\_ 5. FINANCIAL

**A. Treasurer’s Report / Ratification and Payment of Bills**

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

Motion \_\_\_\_\_ Second \_\_\_\_\_ Discussion \_\_\_\_\_  
 All in Favor \_\_\_\_\_ Opposed \_\_\_\_\_ Abstentions \_\_\_\_\_

**B. Budgetary Transfers**

\_\_\_ Authorization to make budgetary transfers to ensure no budget category is running in deficit as of June 30, 2024, to pay the July bills with ratification at the August meeting, and to transfer funds into the Capital Reserve account consistent with established Joint Operating Committee policy.

Motion \_\_\_\_\_ Second \_\_\_\_\_ Discussion \_\_\_\_\_  
 All in Favor \_\_\_\_\_ Opposed \_\_\_\_\_ Abstentions \_\_\_\_\_

\_\_\_ Authorization to transfer a budgeted line item of \$25,000 from the General Fund to the Capital Account which is incorporated every year to build up the Capital Fund.

Motion \_\_\_\_\_ Second \_\_\_\_\_ Discussion \_\_\_\_\_  
 All in Favor \_\_\_\_\_ Opposed \_\_\_\_\_ Abstentions \_\_\_\_\_

**C. Commercial Package, Workers’ Comp, Commercial Umbrella, School Leader’s Liability Coverage**

\_\_\_ Authorization to approve Commercial Package, Workers’ Compensation, Commercial Umbrella and School Leader’s Legal Liability Insurance coverages as per the proposed rates provided by Huntington Insurance, as Broker, effective July 1, 2024, at a cost of \$95,561.00.

Motion \_\_\_\_\_ Second \_\_\_\_\_ Discussion \_\_\_\_\_  
 All in Favor \_\_\_\_\_ Opposed \_\_\_\_\_ Abstentions \_\_\_\_\_

**D. Authorization to Apply for Funding**

\_\_\_ Authorization to apply for any local, state, federal, foundation, and/or private sector funding that applies to Western Area CTC programs during the 2024-2025 school year.

Motion \_\_\_\_\_ Second \_\_\_\_\_ Discussion \_\_\_\_\_  
 All in Favor \_\_\_\_\_ Opposed \_\_\_\_\_ Abstentions \_\_\_\_\_

- \_\_\_ 6. TITLE IX, TITLE VI, SECTION 504, ADA, SAFETY & SECURITY COORDINATOR

\_\_\_ Authorization to name Executive Director Michael Milanovich as Title IX, Title VI, Section 504, ADA, and Safety & Security Coordinator for the 2024-2025 school year.

Motion \_\_\_\_\_ Second \_\_\_\_\_ Discussion \_\_\_\_\_  
 All in Favor \_\_\_\_\_ Opposed \_\_\_\_\_ Abstentions \_\_\_\_\_

\_\_\_ 7. JOINT OPERATING COMMITTEE MEETING DATES

\_\_\_ Authorization to approve the following 2024-2025 JOC meeting dates and to convene the meetings at 6:30 PM.

July – No Meeting	August 14, 2024	September 25, 2024
October 23, 2024	November 20, 2024	December 18, 2024
January 22, 2025	February 26, 2025	March 26, 2025
April 23, 2025	May 28, 2025	June 18, 2025

Motion_____	Second_____	Discussion_____
All in Favor _____	Opposed_____	Abstentions_____

\_\_\_ 8. SELECTION OF TREASURER FOR THE 2024-2025 SCHOOL YEAR

\_\_\_ Authorization to nominate and elect a Treasurer to serve one year beginning July 1, 2024, pursuant to the Public School Code.

Motion_____	Second_____	Discussion_____
All in Favor _____	Opposed_____	Abstentions_____

\_\_\_ 9. APPOINTMENT OF SOLICITOR

\_\_\_ Request is made to approve the solicitor reappointment request as presented by Tucker Arensberg for the 2024-2025 school year commencing on July 1, 2024.

Motion_____	Second_____	Discussion_____
All in Favor _____	Opposed_____	Abstentions_____

\_\_\_ 10. STUDENT SERVICES

\_\_\_ Authorization to employ Cooperative Education students during the 2024-2025 school year on an as-needed basis to be paid minimum wage.

Motion_____	Second_____	Discussion_____
All in Favor _____	Opposed_____	Abstentions_____

\_\_\_ 11. HEALTH AND SAFETY PLAN

\_\_\_ Authorization to accept the recommendation of the Executive Director to accept the review of the Health and Safety Plan for the 2024-2025 school year.

Motion_____	Second_____	Discussion_____
All in Favor _____	Opposed_____	Abstentions_____

\_\_\_ 12. SCHOOL POLICE OFFICER AGREEMENT

\_\_\_ Authorization to approve the 2024-2025 School Police Officer employment agreement as presented.

Motion_____	Second_____	Discussion_____
All in Favor _____	Opposed_____	Abstentions_____

\_\_\_ 13. STUDENT ORGANIZATIONS

\_\_\_ Authorization to approve the following student organizations, activities and sponsors for the 2024-2025 school year pursuant to the Collective Bargaining Agreement:

- SkillsUSA | Allison A. Scaife
- American Welding Society | Jesse Brosk
- National Technical Honor Society | Tonya Skirpan
- BattleBots | TBD

Motion_____	Second_____	Discussion_____
All in Favor _____	Opposed_____	Abstentions_____

\_\_\_ 14. POLICIES

\_\_\_ Authorization to approve policies 222 (Tobacco and Vaping Products), 351 (Controlled Substance Abuse), 823 (Tobacco and Vaping Products), and 815.1 (Use of Generative Artificial Intelligence in Education) as presented.

Motion_____	Second_____	Discussion_____
All in Favor _____	Opposed_____	Abstentions_____

\_\_\_ 15. STUDENT-PARENT HANDBOOK

\_\_\_ Authorization to approve updates to the 2024-2025 Student-Parent Handbook as presented.

Motion \_\_\_\_\_ Second \_\_\_\_\_ Discussion \_\_\_\_\_  
All in Favor \_\_\_\_\_ Opposed \_\_\_\_\_ Abstentions \_\_\_\_\_

\_\_\_ 16. PERSONNEL

**A. Practical Nursing Resignation**

\_\_\_ Authorization to accept the resignation of Faith M. Morelli, Practical Nursing Program Coordinator, effective upon expiration of 60 calendar days or employment of qualified replacement.

Motion \_\_\_\_\_ Second \_\_\_\_\_ Discussion \_\_\_\_\_  
All in Favor \_\_\_\_\_ Opposed \_\_\_\_\_ Abstentions \_\_\_\_\_

**B. Practical Nursing Interim Program Administrator**

\_\_\_ Authorization to contract the services of Tina Gallup as interim Program Administrator of the Practical Nursing Program at a stipend of \$5,000 retroactive to June 3, 2024.

Motion \_\_\_\_\_ Second \_\_\_\_\_ Discussion \_\_\_\_\_  
All in Favor \_\_\_\_\_ Opposed \_\_\_\_\_ Abstentions \_\_\_\_\_

**C. Practical Nursing Instructors**

\_\_\_ Authorization to approve employment of Rebecca Price as a part-time Practical Nursing instructor for both clinical and course lectures to be paid \$32 per hour, contingent upon fulfillment of employment requirements.

Motion \_\_\_\_\_ Second \_\_\_\_\_ Discussion \_\_\_\_\_  
All in Favor \_\_\_\_\_ Opposed \_\_\_\_\_ Abstentions \_\_\_\_\_

\_\_\_ Authorization to approve employment of Stephanie Grode as a part-time Practical Nursing instructor to teach the Leadership & Transitions course (approximately 30 hours) to be paid \$50 per hour, contingent upon fulfillment of employment requirements.

Motion \_\_\_\_\_ Second \_\_\_\_\_ Discussion \_\_\_\_\_  
All in Favor \_\_\_\_\_ Opposed \_\_\_\_\_ Abstentions \_\_\_\_\_

\_\_\_ 17. SALARY ADJUSTMENTS

\_\_\_ Authorization to approve the salary and wage increases for the non-unionized personnel for the 2024-2025 school year.

Motion \_\_\_\_\_ Second \_\_\_\_\_ Discussion \_\_\_\_\_  
All in Favor \_\_\_\_\_ Opposed \_\_\_\_\_ Abstentions \_\_\_\_\_

\_\_\_ 18. REPORTS

- \_\_\_ Superintendent of Record
- \_\_\_ Solicitor
- \_\_\_ Executive Director
- \_\_\_ Principal
- \_\_\_ Business Manager

\_\_\_ 19. BOARD COMMENTS

\_\_\_ 20. ADJOURNMENT (Time \_\_\_\_\_)

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