



Central Westmoreland  
Career and Technology Center

240 Arona Road, New Stanton, PA, 15672 | Tel. 724.925.3532 | Fax 724.925.1423 | cwctc.org

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## JOINT OPERATING COMMITTEE MEETING October 20, 2020 7:00 P.M.

**Executive Session** 6:00 pm-7:20 pm

### **Call to order by the President**

The meeting was called to order at 7:24 pm by Ms. Savage, followed by the Pledge of Allegiance.

#### **Present:**

Ms. Robin Savage  
Dr. Scott Learn  
Mr. Mark Gogolsky  
Mr. Jay Weinman  
Mr. Nick Petrucci

#### **Phone:**

Mr. Brian Carlton

#### **Others:**

Mr. Jason Lucia  
Mr. Chris Tollari  
Mr. Russell Lucas (solicitor)

Also present: various CWCTC staff

#### **Absent:**

Ms. Stacey Livengood  
Mr. James Carson  
Ms. Sondra Dull

**Public Comments:** none

**Communications:** none

### **Minutes**

Motion by Mr. Gogolsky and seconded by Dr. Learn to approve the minutes of the JOC meeting held September 16, 2020. All were in favor; motion carried unanimously.

## Administration Reports

### Administrative Director:

- Discussed moving forward with the new school logo and utilizing a similar color scheme as the previous logo. A handout of the new logo and color concept was provided to the JOC.
- Discussed the kickoff of the Comprehensive Plan and the consultation of Dr. Dan Perna in conjunction with the current professional development PLC sessions that are being delivered.
- Discussed the spirit week daily themes and activities.
- Discussed the different plans that the sending schools were formulating with the pandemic issues and concerns that are going on. Asked the JOC to decide what the stance of CWCTC would be if sending schools began to move into a more virtual learning environment

### Business Manager:

- Business Office has been preparing for our local audit.
- We were successfully able to reconcile/balance our Monthly Bank Statements to our Books-Software for all of the 2019-20 school year and the beginning of the 2020-21 school year.
- Monthly Balance of the Bank Reconciliations means that we balanced our monthly First National Bank Statements to our Center's Software Balances (ProSoft). Previously, we had a finding in this area from our last local audit. The up incoming audit will check to see if we followed their recommendations.
- I'm working in conjunction with Michelle DeLuca in regards to the Grants pertaining to the Center.

### Adult Ed Coordinator

- PCCD COVID Grant ends October 31st. September 30th Reports were completed. Purchased additional 30 Chromebooks and additional Sanitizing Supplies.
- Submitted Competitive Equipment Grant on October 7th for \$ 30,000 for Automotive Technology and Protective Services equipment.
- Presented Fall 2020 Adult Education Enrollment.
- Ron Surratt completed PennDOT State Inspection Instructor certification. Ron will attend training at Eastern Westmoreland CTC in early November to become an Emissions Inspection Instructor.
- Employment Testing for a Maintenance Position at Jeannette School District was held on October 5th. Rick Heltion (HVAC), Don Kuhn (Plumbing), Brandon Miller (Carpentry) and Garrison Miller (Electricity) conducted the testing.
- Emergency Vehicle Technician Testing was held on October 20th with 6 individuals testing.

### **Treasurer's Report**

Motion by Dr. Learn and seconded by Mr. Weinman to approve the Treasurer's Report ending September 2020. All were in favor; motion carried unanimously.

### **Payment of Bills**

Motion by Mr. Gogolski and seconded by Dr. Learn to Authorize the administration to pay September and October bills which would accrue finance charges/interest or would result in a discount if paid prior to the next scheduled meeting on December 7, 2020. All were in favor; motion carried unanimously.

### **Nominations**

Motion by Dr. Learn and seconded by Mr. Weinman to maintain the current JOC officers in their current positions, per the recommendation of Mr. Lucia, through the first year of transition being the new Administrative Director. All were in favor; motion carried unanimously.

### **Club Advisor**

Motion by Mr. Weinman and seconded by Dr. Learn to approve Mikki Crist as Club Advisor for SADD according to Section 18.04 item a. in the current contract and to be paid as a Supplemental in the amount of \$1,250. All were in favor; motion carried unanimously.

Motion by Dr. Learn and seconded by Mr. Gogolsky to approve John DeMaria as an additional Club Advisor for Skills USA according to Section 18.04 item b. in the current contract and to be paid as a Supplemental in the amount of \$1,250. All were in favor; motion carried unanimously.

### **Substitutes**

Motion by Mr. Gogolsky and seconded by Mr. Weinman to approve the following substitutes to be added to the respective list for the 2020-2021 school year, pending receipt of all clearances and documentation. All were in favor; motion carried unanimously.

#### **Teachers**

A. Nicholas Aiello – Retroactive to 9/21/2020.

B. Cassidy Soles

#### **Custodian**

C. Blaine Morrison

**Contract and Training Agreements**

Motion by Dr. Learn and seconded by Mr. Weinman to Approve Prime Communications Inc. to perform a systems wide upgrade of the Mitel phone system in the amount of \$6,363.40 paid through the Covid GEER Grant. All were in favor; motion carried unanimously.

Motion by Mr. Gogolsky and seconded by Mr. Weinman to table the CTE360 Contract. All were in favor; motion carried unanimously.

Motion by Dr. Learn and seconded by Mr. Weinman to approve 2020-2021 Non-Financial Agreement (NFA) Classroom Training Agreement with Tri-County Workforce Investment Board for eligible residents of Armstrong, Butler and Indiana County to receive Workforce Investment training funds to attend the CDL Program at CWCTC. All were in favor; motion carried unanimously.

**Membership**

Motion by Mr. Petrucci and seconded by Dr. Learn to approve AVTEC membership for the 2020-2021 school year for both Denise Nenni and Linda Iezzi (fee of \$25 per instructor waived for the 20-21 school year). All were in favor; motion carried unanimously.

**E-signature**

Motion by Mr. Weinman and seconded by Mr. Petrucci to approve Jason Lucia, Administrative Director, as the designated E-signature for all Grants. All were in favor; motion carried unanimously.

**Job Posting**

Motion by Mr. Weinman and seconded by Dr. Learn to create and internally post a non-bargaining-unit position of Confidential Secretary, with the proposed job description for this position. All were in favor; motion carried unanimously.

**Contract Revision**

Motion by Mr. Gogolsky and seconded by Dr. Learn to rescind the JOC potion of August 19, 2020, to hire Kathleen Rolka as a paraprofessional, and to revisit the motion to clarify and state that Kathleen Rolka is hired as a Licensed Professional Nurse (LPN) to carry out her responsibilities as directed for the 2020-2021 school year at a salary of \$42,000, pending receipt of all clearances and documentation. All were in favor; motion carried unanimously.

**Report of Solicitor:** none

**Adjournment**

Motion by Mr. Weinman and seconded by Dr. Learn at 8:14 pm to reconvene the meeting on October 29 at 6:00 pm. All were in favor; motion carried unanimously.

Next regular meeting is scheduled for Monday, December 7 at 7:00 p.m.

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JOC Chairperson

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JOC Board Secretary