



240 Arona Road | New Stanton, PA 15672
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JOINT OPERATING COMMITTEE MEETING

September 2, 2021, 7 PM

Executive Session 6 pm - 7 pm

Call to order by the President

The meeting was called to order at 7:12 pm by Ms. Savage, followed by the Pledge of Allegiance

Present:

Ms. Stacey Livengood (Belle Vernon Area School District)
Ms. Robin Savage (Greensburg Salem School District)
Dr. Scott Learn (Hempfield Area School District)
Mr. Mark Gogolsky (Jeannette City School District)
Mr. Brian Carlton (Norwin School District)
Mr. Nick Petrucci (Penn Trafford School District)
Mr. James Carson (Southmoreland School District)
Ms. Amy Ulander (Yough School District)

Others Present:

Mr. Jason Lucia (Administrative Director)
Ms. Darcy Szymkiewicz (Assistant Director of CTE)
Mr. Chris Tollari (Business Manager)
Ms. Michelle DeLuca (Adult Ed. Coordinator/Grant Writer)
Mr. Brian Ruff (Buildings & Grounds Supervisor)
Mr. Curt Smithley (Questeq IT)
Ms. Marsha Welsh (CTDSL/Consultant)
Mr. Russell Lucas (solicitor)
Mr. Matt Jones (Jeannette City School District Superintendent)
Several CWCTC Staff

Public Comments: none

Communications:

Central Westmoreland CTC has been approved to offer Driver's Education as a part of the Wellness program.

Ethan Sommers, a four year Culinary Arts student/2021 Norwin graduate, was recognized for receiving a gold medal from the 2021 FCCLA National STAR Event competition in the Culinary Arts category.

Minutes

Motion by Dr. Learn and seconded by Ms. Livengood to approve the minutes of the JOC meeting held August 5, 2021. The motion passed with six in favor; three abstained (J Carson, B Carlson, A Ulander). (attachment 1)

Administration Reports

A. Jason Lucia, Administrative Director

- Renovations continue with student involvement.
- Drivers Education has been officially approved by PDE.
- The school year started fantastic.
- We are pushing work based experiences for our students. Nine are already on Co-Op.

B. Darcy Szymkiewicz, Assistant Director of CTE

- The attendance numbers per school were provided.
- We are looking into other avenues to hire students in the building for on-site co-op opportunities.

C. Chris Tollari, Business Manager

- We are in the process of refinancing our current debt loan with Banc of America Public Capital Corp to First National Bank of Pennsylvania. Some of the main summary Terms and Conditions are listed below:
 - up to a \$3,455,003 loan
 - to be paid within eighty-four (84) months from the date of closing
 - from a 2.99% interest with Banc of America to either a 2.09% Bank Qualified Tax-Exempt rate or a 2.12% Non-Bank Qualified Tax-Exempt rate
 - annual interest and principal payments beginning July 18, 2022; approximate annual payments of \$535,688 (prior annual payments were \$543,472)
- Also, we just finished our first phase of working with Municibid and scrapping material that would have otherwise been thrown away for garbage. Our total for deposit for this first phase is \$13, 185.

D. Michelle DeLuca, Coordinator of Grants & Adult Ed

- A grant proposal to PATTAN (PA Training and Technical Assistance Network) for \$14,750 was submitted to help 15 students with disabilities from Construction Trades, HVAC and Plumbing. The proposal would provide the students with soft skills certification “Bring Your A Game” with the Private Industry Council, train CWCTC employees to be job coaches and provide transportation to worksites for the students.
- An additional \$50,000 from Scott Electric was received for various lighting projects throughout the school.
- There were 5 students in the August 23rd CDL class. The next class will be on September 13th. The Open House that SAGE held at the Range on Saturday, August 7th was a success. Over 200 people attended.
- NTMA Machinist Apprentice classes start next week on September 7th. Sixty-three machinists are registered.
- Fifteen students are registered for the State Inspection class that will be held beginning September 14th.

Treasurer’s Report

Motion by Mr. Gogolsky and seconded by Mr. Carlton to approve the Treasurer’s Reports ending July 2021. All were in favor; motion carried unanimously. (attachment 2)

Payment of Bills

Motion by Ms. Livengood and seconded by Mr. Carson to approve payment of bills. All were in favor; motion carried unanimously. (attachment 3)

JOC Meeting Dates

Motion by Dr. Learn and seconded by Ms. Livengood to approve the following dates to the JOC Meeting calendar:

October 7, 2021
November 4, 2021
December 9, 2021
January 6, 2021
February 3, 2021
March 3, 2021
April 7, 2021
May 5, 2021
June 2, 2021

Mr. Petrucci advised to make sure that every other district is reorganized. All were in favor; motion carried unanimously.

Substitutes

Motion by Mr. Gogolsky and seconded by Dr. Learn to approve the following substitutes to be added to the respective list for the 2021-2022 school year, pending receipt of all clearances and documentation.

Paula Marks, Substitute Teacher

Cris Long, Substitute Secretary-Retroactive to 9/1/2021

A short discussion took place on the substitute teacher pay rate and the shortage of substitutes. More information is to be gathered. All were in favor; motion carried unanimously.

Liquidation

Motion by Mr. Gogolsky and seconded by Mr. Petrucci to approve advertising for liquidation of any unused equipment and accept the highest responsible bid for the 2021-2022 school year. All were in favor; motion carried unanimously.

WIU Joint Purchasing Consortium

Motion by Ms. Livengood and seconded by Dr. Learn to approve advertising jointly as a member of the Westmoreland Intermediate Unit Joint Purchasing Consortium for the purchase of Multi-Purpose Paper for the 2021-2022 school year. All were in favor; motion carried unanimously.

Motion by Mr. Gogolsky and seconded by Mr. Carson to approve the authorization of Chris Tollari, Business Manager, and Central Westmoreland CTC as its authorized representative on the Westmoreland Intermediate Unit Joint Purchasing Consortium for supplies. All were in favor; motion carried unanimously.

St. Vincent Educational Support and Intervention

Motion by Ms. Livengood and seconded by Mr. Carson to approve the renewal agreement for service delivery between St. Vincent College and Central Westmoreland CTC to provide educational support and intervention to the student body effective for the 2021-2022 school year. The cost is \$25,200, and is paid through the Perkins Grant. Mr. Petrucci asked for an example of services that they provide, and was told troubled youth counseling, including substance abuse and mental health. All were in favor; motion carried unanimously.

Advisors

Motion by Dr. Learn and seconded by Mr. Petrucci to approve Linda Iezzi and John DeMaria as the SkillsUSA Advisors. All were in favor; motion carried unanimously.

Motion by Dr. Learn and seconded by Mr. Carlton to approve Michal Crist as the SADD (Students Against Destructive Decisions) Advisor. All were in favor; motion carried unanimously.

Conference

Motion by Mr. Gogolsky and seconded by Ms. Ulander to approve Debbie Grindle to attend the PACTA 2021 PA Cooperative Education Conference Virtual Conference, on October 14-15, 2021, at a cost of \$120. Mr. Petrucci noted that Ms. Grindle is an outstanding individual. All were in favor; motion carried unanimously.

Paraprofessional

Motion by Ms. Livengood and seconded by Dr. Learn to hire Colby Pettis as a Paraprofessional at a salary of \$24,109, effective immediately pending receipt of all necessary clearances and submission of any necessary documents. All were in favor; motion carried unanimously.

Resignations

Motion by Ms. Livengood and seconded by Dr. Learn to remove the following item. (Item was listed twice.)

Motion to accept the resignation for the purposes of retirement of _____, effective _____, and to approve a Resignation Agreement with the employee.

All were in favor; motion carried unanimously.

Report of Solicitor

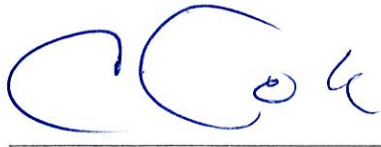
Mr. Lucas passed out a Memorandum RE: Issues Related to Election of JOC Officers/Area-wide CTC Board as a follow-up to the August 5, 2021 JOC meeting discussion.

Adjournment

Motion by Dr. Learn and seconded by Mr. Gogolsky to adjourn at 8:24 pm. Mr. Petrucci asked what the capacity of the building is. Mr. Lucia will look into it. All were in favor; motion carried unanimously.

The next regular meeting is scheduled for Thursday, October 7, at 7 pm.



JOC Chairperson

JOC Board Secretary

CENTRAL WESTMORELAND CAREER AND TECHNOLOGY CENTER
TREASURER'S REPORT
FOR THE MONTH ENDING JULY 31, 2021

GENERAL ACCOUNT

Beginning Bank Balance-First National Bank

\$ 989,535.08

DEPOSITS

<u>CATEGORY</u>	<u>DATE</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
6946 999 SC	7/9/2021	Frazier SD July 2021 - 2020-21	28,938.41
6946 999 SC	7/9/2021	Greensburg-Salem SD July 2021 - 2021-22	50,481.17
6946 999 SC	7/9/2021	Jeannette City SD July 2021 - 2021-22	28,247.75
6946 999 SC	7/9/2021	Penn Trafford SD July 2021 - 2021-22	56,589.92
6943.999.102.30.00.ES	7/9/2021	Evening School	4,386.50
6946 999 SC	7/15/2021	Belle Vernon Area SD July 2021 - 2021-22	31,635.42
6946 999 SC	7/15/2021	Norwin SD July 2021 - 2021-22	71,520.92
10 0145 000 000 00 00 00	7/15/2021	Retiree - Premium healthcare - Broker	335.00
6946 999 SC	7/15/2021	Kriebel - Utility rebate	266.73
6946 999 SC	6/11/2021	Evening School	3,459.00
		Total deposits	<u>\$ 275,860.82</u>

General Fund

Balance on Hand- June 30, 2021	1,186,218.39
Income	<u>275,860.82</u>
Total	1,462,079.21
Expenditures	<u>610,857.60</u>
Book Balance-July 31, 2021	851,221.61
July 31, 2021-Outstanding Checks	<u>138,313.47</u>
Bank Balance July 31, 2021	<u>989,535.08</u>

(CONTINUED)

CENTRAL WESTMORELAND CAREER AND TECHNOLOGY CENTER
TREASURER'S REPORT
FOR THE MONTH ENDING JULY 31, 2021
(CONTINUED)

Capital Reserve Fund

Balance June 30, 2021	195,906.66
Interest	30.59
Deposits	
Expenditures	
Balance July 31, 2021	<u>195,937.25</u>

ACH ACCOUNT

Balance June 30, 2021	3,995.29
Interest	0.43
Deposits	
Expenditures	<u>0</u>
Balance July 31, 2021	<u>3,995.72</u>

September 2, 2021

JOC MEETING

July 2021 Outstanding Checks

39471	Allegheny Educational Systems - <u>Equipment Grant Equipment</u>	22,095.63	Jun
39472	Candoris - GEER I Grant & System Wide Supplies	7,297.25	Jun
39479	Baileigh Industrial Inc - Equipment Grant Equipment	15,126.53	Jun
39486	PACTA - Office Travel	900.00	
39487	The Penn Stater - Office Travel	275.28	
39488	The Penn Stater - Office Travel	275.28	
39489	The Penn Stater - Office Travel	275.28	
39490	The Penn Stater - Office Travel	275.28	
39512	Aflac - Payroll Insurance Deduction	137.50	
39513	American Heritage Life Ins Co - Payroll Insurance Deduction	404.00	
39515	CM Regent LLC - Life Insurance	297.77	
39516	CM Regent, LLC - Income Protection Insurance	881.00	
39517	Delta Dental of Pennsylvania - Dental Insurance	3,800.00	
39518	WCPSHC - Medical & Vision Insurances	83,136.19	
39519	Crest/Good Manufacturing Co Inc - Maintenance Supplies	1,332.00	
39521	Heplers Hardware - <u>Maintenance Supplies</u>	3.79	
39522	PA SCDU - Payroll <u>Wage Attachment</u>	323.54	
39523	Ronda J Winnecour - Payroll <u>Wage Attachment</u>	780.00	
Wire	Voya Financial - Payroll Retirement	697.15	
Total of Outstanding Checks		138,313.47	



September 2, 2021
JOC MEETING

GENERAL ACCOUNTS

PAID BILLS FOR APPROVAL

2021-2022 (Jul. 17 - Aug. 15)

CM Regent LLC - August Life Insurance	297.77
CM Regent, LLC - August Income Protection Insurance	881.00
Consolidated Communications - July Telephone Bill	734.83
Delta Dental of Pennsylvania - August Dental Insurance	3,800.00
Fayette Parts Service - Maintenance Supplies	7.99
FNB Commercial Credit Card - Maintenance Supplies	199.00
FNB Commercial Credit Card - Maintenance Supplies	1,959.00
FNB Commercial Credit Card - Office Technology Supplies	60.00
FNB Commercial Credit Card - Office Supplies	129.09
FNB Commercial Credit Card - Health Occupations Magazine	11.50
FNB Commercial Credit Card - Office Supplies	18.50
J C Ehrlich - July Pest Control	85.00
Ken Lehnhardt - Tuition Reimbursement	574.20
Matheson Tri-Gas Inc - Maintenance Supplies	48.78
McDowell Associates - Workmen's Compensation Insurance	17,498.00
McDowell Associates - Professional Liability, Auto & Package Insurances	56,175.00
McDowell Associates - Evening School Insurance	2,980.00
PASBO - Office Dues	400.00
PA UC Fund - Unemployment Compensation (Reimbursable Benefit Charge)	917.47
Pennsylvania School Boards Association Inc - Office Dues	2,825.00
Pennsylvania State University - System Wide Technology Supplies	50.00
Prime Communications Inc - Maintenance Services	829.40
Questeq - System Wide Tech Services	9,735.08
Scott Electric Co - Maintenance Supplies	1,866.40
Scott Electric Co - Maintenance Supplies	3,584.84
Scott Electric Co - Maintenance Supplies	46.40
Scott Electric Co - Welding Supplies	50.76
Scott Electric Co - Maintenance Supplies	15.24
Scott Electric Co - Maintenance Supplies	46.69
Scott Electric Co - Maintenance Supplies	23.42
Scott Electric Co - Maintenance Supplies	159.50
Scott Electric Co - Maintenance Supplies	106.27

Scott Electric Co - Maintenance Supplies	64.01
Scott Electric Co - Maintenance Supplies	214.37
Scott Electric Co - Maintenance Supplies	6.14
Scott Electric Co - Maintenance Supplies	14.25
Scott Electric Co - Maintenance Supplies	87.08
Scott Electric Co - Maintenance Supplies	258.77
Scott Electric Co - Maintenance Supplies	149.26
Scott Electric Co - Maintenance Supplies	16.02
Scott Electric Co - Maintenance Supplies	30.90
Top Septic Service Inc - 7/1-7/28 Evening School Services	110.00
Top Septic Service Inc - 7/29-8/25 Evening School Services	110.00
Toshiba Financial Services - July Rental of Copier	1,654.95
Verizon - July Telephone Bill	38.46
Verizon Wireless - July Cell Phones Bill	164.81
WCPSHC - August Medical & Vision Insurances	83,136.19
West Penn Power - July Electricity-Building	3,996.44
West Penn Power - July Electricity-Guard	9.45
West Penn Power - July Electricity-Sign	8.38
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	196,185.61

21-22 & 20-21 Combined Payroll (Jul. 17 - Aug. 15)

FICA - EFTPS - 3rd July Pay	20,900.96
FICA - EFTPS - 1st August Pay	21,128.42
Federal Withholding-EFTPS - 3rd July Pay	12,620.20
Federal Withholding-EFTPS - 1st August Pay	12,425.26
First National Bank - 3rd July Pay	96,496.07
First National Bank - 1st August Pay	90,477.13
IU 7 Federal Credit Union - 1st August Pay	1,821.25
PA SCDU - 3rd July Pay	323.54
PA SCDU - 1st August Pay	323.54
PA Department of Revenue - 3rd July Pay	4,193.33
PA Department of Revenue - 1st August Pay	4,238.97
PSERS-Retirement - July Pays	30,763.32
Stanwood Area Credit Union - 1st August Pay	2,875.00
Voya Financial - 3rd July Pay	697.15
Voya Financial - 1st August Pay	665.10
Ronda J Winnecour - July Pays	780.00
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	300,729.24

2020-2021 (Jul. 17 - Aug. 15)

Andrews & Price - June General Matters Personnel	1,451.00	
Jason Braden - Wellness Travel	54.56	
Check & Connect - Special Education Technology Related Supplies & Fees	249.00	P
Columbia Gas - June Gas Bill	744.47	
Crest/Good Manufacturing Co - Maintenance Supplies	1,332.00	
Michal Crist - Wellness Travel	46.57	

Direct Energy Business - June Gas Bill	394.32	
Enterprise Rent-A-Car - Wellness & Special Ed Travel	74.75	
FNB Commercial Credit Card - Welding Certification	525.00	
FNB Commercial Credit Card - Office Supplies	263.65	
FNB Commercial Credit Card - Powerline Supplies	198.13	P
FNB Commercial Credit Card - Powerline Supplies	258.92	
FNB Commercial Credit Card - Protective Service Supplies	629.57	
FNB Commercial Credit Card - Office Supplies	108.15	
FNB Commercial Credit Card - System Wide Supplies	1,024.80	
FNB Commercial Credit Card - System Wide Supplies	471.86	
FNB Commercial Credit Card - Construction Trades Supplies	2,052.45	
Global Compliance Network Inc - System Wide Services	400.00	
Heplers Hardware - Maintenance Supplies	3.79	
JKR Prolift LLC - Maintenance Supplies	6,505.90	
L W Zelmore Heating & Cooling - Culinary Repairs & Service	285.00	
Lowe's - Maintenance Supplies	1,164.50	
MAWC - Apr-Jun Fire Connection	667.01	
Alexander Novickoff - June Office of the Director Travel	89.26	
Steve Saunders - Special Education Travel	127.62	
Scott Electric - Maintenance Supplies	123.42	
Scott Electric - Welding Supplies	8,969.36	
Scott Electric - Maintenance Supplies	2,638.75	
Scott Electric - Maintenance Supplies	1,921.83	
Scott Electric - Maintenance Supplies	793.07	
Scott Electric - Maintenance Supplies	353.09	
Toshiba Financial Services - Mar-Jun All Shops Excess Copies	311.82	
West Penn Power - June Electricity	5,766.00	
West Penn Power - June Electricity-Guard	11.65	
West Penn Power - June Electricity-Sign	8.49	
Wex Bank - June Gasoline	182.08	
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	40,201.84	

UNPAID BILLS FOR APPROVAL

2021-2022

ABCO Fire Protection Inc - Maintenance Services	460.00
Action Oil Company Inc - Evening School Supplies	273.07
Alexander Novickoff - Office of the Director Travel	137.76
Cleveland Brothers Equip Co Inc - Maintenance Supplies	1,565.00
Commercial Fire Hydrant Service - Maintenance Services	750.00
Crest/Good Manufacturing Co Inc - Maintenance Supplies	1,141.78
Hampton Office Products - Business Office Supplies	1,539.16
Heplers Hardware - Maintenance Supplies	21.98
Heplers Hardware - Maintenance Supplies	10.28
Heplers Hardware - Maintenance Supplies	21.92
Horizon Coffee & Water Svcs - Office Supplies	40.75
Horizon Coffee & Water Svcs - Office Supplies	55.45

Intrado Interactive Services Corp - System Wide Technology	2,468.25
Jason Lucia - Office of the Director Travel	176.00
Larry J Lint Floor & Wall Covering - Maintenance Supplies	187.37
Michelle DeLuca - Office of the Director Travel	129.92
National Business Furniture - Office & First Aid Supplies	774.00
Northern Tool & Equipment - Maintenance Supplies	1,497.00
Painting Contractors Association - Painting & Decorating Dues	430.00
Paint Masters Plus - Auto Body Technology Related Fees	120.00
Pocket Nurse - Health Assistance Supplies	270.74
Pro Power Equipment Inc - Maintenance Repairs	428.75
Ronald Surratt - Tuition Reimbursement	399.00
S/P2 - Welding Software	823.00
Sage Corporation - Evening School Prof Ed Services	4,003.50
Sage Corporation - Evening School Prof Ed Services	3,905.00
Sage Corporation - Evening School Prof Ed Services	4,806.50
TP Electric & Power - Maintenance Services	26,450.00
Tudi Mechanical Systems Inc - Maintenance Services	1,008.00
Tudi Mechanical Systems Inc - Maintenance Services	1,464.00
Uline - Maintenance Supplies	3,017.41
Uline - Maintenance Supplies	3,021.73
Webb's Service Center Inc - Powerline Repairs & Service	1,448.73
Wisneski's - Maintenance Services	450.00
Wisneski's - Maintenance Services	450.00
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	63,746.05

2021-2022 Paid Bills for Approval	196,185.61
2020-2021 Paid Bills for Approval	40,201.84
21-22 & 20-21 Combined Payroll	300,729.24
2021-2022 Unpaid Bills for Approval	63,746.05
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	600,862.74

MEMORANDUM

TO: CWCTC Joint Operating Committee
Mr. Jason Lucia, Administrative Director

FROM: Russell Lucas, Solicitor

DATE: September 2, 2021

RE: Issues Related to Election of JOC Officers/Area-wide CTC Board

I am writing to follow up on the discussion held at the August public JOC meeting regarding the proposal to elect a JOC Chair and Vice-Chair presently. Since last month's meeting, I have reviewed the CTC's Articles of Agreement, amendments to the Articles, Resolutions and other documents amending the CTC's and JOC's member Districts and operations and relevant CTC policies. I also spoke with Andy Evankovich to get his recollection as to how and when these elections have occurred in the past.

In summary, my conclusion after reviewing the documents is that no action need be taken at present, but in November, the JOC should gather nominations for JOC Chair and Vice Chair, then present them for voting to the "CTC Board," which is comprised of the full Boards of all of the sending Districts, for ratification and approval (or voting, as applicable). If the JOC wishes to collect nominations sooner, there is no obstruction to doing so, but the actual "election" won't occur until December for the upcoming year, as the "CTC Board" does the actual electing.

Attached to this Memo are excerpts of relevant documents which informed this conclusion, and below is a timeline summarizing the dates, documents and provisions which informed my conclusions:

9/12/1968-- Articles of Agreement for Operation (EXHIBIT 1)

Section 2. The Operating Agent.

The Area Board hereby delegates to the County Board of School Directors, as Operating Agent, the authority to operate, administer, and manage the Area School within the limits of the budget adopted by the Area Board.

9/30/1971-- Resolution (EXHIBIT 2)

Section 2. The Operating Agent.

(a) The Area Board hereby appoints the Central Westmoreland Area Vocational-Technical School Committee (hereafter called joint committee) as operating agent for

operation, administration, and management of Central Westmoreland Vocational-Technical School.

3/24/1975-- Resolution

(EXHIBIT 3)

Section 3. Election of Officers.

Each year during the month of December, the Area Vocational-Technical Board shall meet and choose from its members a president, vice president, and secretary, each to serve for one year from the date of election. At the same meeting a treasurer shall be elected, who shall serve for one year, beginning the first day of July following such election.

1993-- Amended Articles of Agreement

(EXHIBIT 4)

Section 3 **Election of Officers.** Each year during the month of December, the Area Vocational-Technical Board shall meet and choose from its members a President, Vice-President and Secretary each to serve for one year. At the same meeting, a Treasurer, who shall serve for one year, beginning the first day of July following such election. Elected officers shall continue in office only as long as they remain board members.

10/15/2008-- CWCTC Policy 002

(EXHIBIT 5)

Section 1. Authority

The authority to establish, equip, furnish, operate and maintain the vocational technical school is vested in the CTC Board, which consists of all school directors of the participating school districts. Actions of the CTC Board shall be voted upon and recorded in accordance with law.

The CTC Board, under the authority granted by the School Code, shall delegate to the Joint Operating Committee the responsibility for operating, administering, and managing [CWCTC].

10/15/2008-- CWCTC Policy 005

(EXHIBIT 6)

Section 2. Officers/Terms

The CTC Board shall elect a Chairperson, Vice-Chairperson, Secretary, and Treasurer in order to fulfill its duties and responsibilities.

a. Annually during the month of December, the CTC Board shall choose from its members a Chairperson and Vice-Chairperson, each to serve a term of one (1) year.

b. Annually during the month of May, the CTC Board shall elect a Treasurer to serve a term of one (1) year beginning the first Monday of July.

Based on the above-cited Articles, Resolutions and Policies, my conclusion is that the JOC's officers are elected annually in December, but the actual "election" is done by the full CTC Board comprised of the Boards of the sending Districts.

This conclusion matches Andy Evankovich's recollection that the JOC would typically solicit nominees from the JOC members for officers in November and send those nominees to the sending Districts for ratification or vote (depending on whether any of the offices were contested) and then the results of the election were announced at the mid-December dinner occurring after the component Districts reorganized and ratified or elected the relevant JOC officers.

I will be happy to address this further as you direct.

ARTICLES OF AGREEMENT FOR OPERATION
OF THE CENTRAL WESTMORELAND AREA VOCATIONAL-TECHNICAL SCHOOL

Articles of Agreement made and entered into this twelfth
day of September, 1968, by and between the following School
Districts:

Hempfield Area School District
Jeannette School District
Mt. Pleasant Area School District
Norwin School District
Penn-Trafford School District
Yough School District

WHEREAS, the Westmoreland County Board of School Directors, by resolution duly adopted at a regular meeting on April 18, 1963, voted unanimously to establish an Area Technical School for Central Westmoreland County in accordance with Section 1841 of the Public School Code of 1949, as amended, and

WHEREAS, the respective School Boards of the Donegal Area School District, the Mount Pleasant Borough School District, the Mount Pleasant Township School District, the Hempfield Area School District, the Arona Borough School District, the Madison Borough School District, the Sewickley Township School District, the Norwin School District, the Penn Borough School District, the Penn Township School District, the Trafford Borough School District and the Jeannette School District did meet at a special or regular meeting and did approve the establishment of an area vocational-technical school; and

WHEREAS, the School Districts listed immediately above did make and enter into Articles of Agreement for the establishment, operation, and maintenance of a vocational-technical school; and

B. The Area Vocational-Technical Board shall mean the boards of school directors of all of the participating districts acting jointly, hereinafter called "Area Board".

ARTICLE II

Section 1. Authority of the Board - The Area Board shall have authority and its duties shall be to purchase land, adopt the annual budgets, approve capital expenditures for buildings and other responsibilities which the Area Board may not lawfully delegate as particularly set forth in Section 1850.1 of the Act of the General Assembly approved February 1, 1966, designated Act No. 579 as amended from time to time.

Section 2. The Operating Agent - The Area Board hereby delegates to the County Board of School Directors, as Operating Agent, the authority to operate, administer, and manage the Area School within the limits of the budget adopted by the Area Board.

Section 3. Election of Officers - Each year during the month of December, the Area Vocational-Technical Board shall meet and choose from its members a President, Vice President, and Secretary, each to serve for one year. Each year during the Month of March, the Area Vocational-Technical Board shall meet and choose from its members a Treasurer, who shall serve for one year, beginning the first day of July following such election. Elected officers shall continue in office only as long as they remain board members. The Area Vocational-Technical Board shall have additional meetings as required to perform the duties required under the Public School Code of 1949, as amended.

Section 4. The Annual Budget - The budget shall be adopted by mail ballot by the affirmative vote of two-thirds of the participating school districts and a majority vote of all the school directors of all the participating districts. Said budget to be

RESOLUTION

BE IT RESOLVED that the articles of agreement for operation of Central Westmoreland Area Vocational-Technical School, dated September 12, 1968, and as thereafter amended, be amended by striking out in its entirety Section 2 of Article II and inserting therein the following:

Section 2. The Operating Agent.

- (a) The Area Board hereby appoints the Central Westmoreland Area Vocational-Technical School Committee (hereafter called joint committee) as operating agent for operation, administration, and management of Central Westmoreland Area Vocational-Technical School.
- (b) The joint committee shall consist of one member from each participating school district.
- (c) Each member of the joint committee shall be elected from the membership of the board of the participating school district that he will represent.
- (d) This change in management shall take effect January 1, 1972, but the joint committee may meet, organize, and prepare to do business as soon as all appointments to it have been made.

ACTION OF PARTICIPATING BOARD

The Board of School Directors of the Belle Vernon Area
School District, being assembled in a duly constituted meeting on
September 30th, 1971, by a vote of 8 ayes to 0 nays
with abstaining and 1 absent, did approve this Proposed
Amendment to the Agreement entered into by the participating school districts
of the Central Westmoreland Area Vocational-Technical School and the Westmoreland
County Board of School Directors dated September 12, 1968.


Secretary

J.E. Auhn

Belle Vernon Area School District
School District

2

RESOLUTION

BE IT RESOLVED that Articles of Agreement for Operation of Central Westmoreland Area Vocational-Technical School, dated September 12, 1968, and as thereafter amended, be further amended by striking out in its entirety Section 3 of Article II and inserting therein the following:

Section 3. Election of officers.
Each year during the month of December, the Area Vocational-Technical Board shall meet and choose from its members a president, vice-president, and secretary, each to serve for one year from the date of election. At the same meeting a treasurer shall be elected, who shall serve for one year, beginning the first day of July following such election. Elected officers shall continue in office only as long as they remain board members. The Area Vocational-Technical Board shall have additional meetings as required to perform the duties required under the Public School Code of 1949, as amended.

ACTION OF PARTICIPATING BOARDS

The Board of School Directors of the Mount Pleasant Area School District, being assembled in a duly constituted meeting on March 24, 1975, by a vote of 8 ayes to 0 nays with 0 abstaining and 1 absent, did approve this proposed amendment to the agreement entered into by the participating school districts of the Central Westmoreland Area Vocational-Technical School and the Westmoreland County Board of School Directors dated September 12, 1968.

Warren L. Leeder
Secretary

Mount Pleasant Area

**ARTICLES OF AGREEMENT FOR OPERATION OF THE
CENTRAL WESTMORELAND AREA VOCATIONAL-TECHNICAL SCHOOL**

THIS AGREEMENT, made and entered into this _____ day of _____

1993, by and among the following School Districts:

Belle Vernon Area School District
Hempfield Area School District
Greensburg-Salem School District
School District of the City of Jeannette
Norwin School District
Mt. Pleasant Area School District
Penn-Trafford School District
Southmoreland School District
Yough School District

WHEREAS, said School Districts have previously entered into Articles of Agreement for the operation of the Central Westmoreland Area Vocational-Technical School, which Agreement shall expire in 1993; and

WHEREAS, said School Districts are desirous of continuing to jointly operate the Central Westmoreland Area Vocational-Technical School, and are therefore desirous of renewing said Agreement.

NOW THEREFORE, the parties hereto in consideration of benefits which have been derived and will be derived from the continued establishment, operation and maintenance of the Central Westmoreland Area Vocational-Technical School, and in consideration of their desire to continue and to improve this Vocational-Technical School, covenant and agree as follows:

ARTICLE II

Section 1. **Authority of the Board.** The Area Board shall have authority and its duties shall be to purchase land, adopt the annual budgets, approve capital expenditures for buildings and other responsibilities which the Area Board may not lawfully delegate as particularly set forth in Section 1850.1 of the Act of the General Assembly approved February 1, 1966, designated Act No. 579 as amended from time to time (24 P.S. § 18-1850.1 et seq.)

Section 2. **The Operating Agent.**

- A. The Area Board hereby appoints the Central Westmoreland Area Vocational-Technical School Committee (hereafter called Joint Operating Committee) as operating agent for operation, administration, and management of Central Westmoreland Area Vocational-Technical School.
- B. The Joint Operating Committee shall consist of one member from each participating school districts.
- C. Each member of the Joint Operating Committee shall be elected from the membership of the board of the participating school district that he will represent.

Section 3. **Election of Officers.** Each year during the month of December, the Area Vocational-Technical Board shall meet and choose from its members a President, Vice-President, and Secretary each to serve for one year. At the same meeting a Treasurer, who shall serve for one year, beginning the first day of July following such election. Elected officers shall continue in office only as long as they remain board members. The Area Vocational-Technical Board shall have additional meetings as required to perform the duties required under the Public School Code of 1949, as amended.

CENTRAL WESTMORELAND CAREER AND TECHNOLOGY CENTER

SECTION: CTC BOARD/JOINT
OPERATING COMMITTEE
PROCEDURES

TITLE: AUTHORITY AND POWERS

ADOPTED: October 15, 2008

REVISED:

002. AUTHORITY AND POWERS	
SC 1807, 1840.1, 1841, 1850.1 Title 22 Sec. 4.35 SC 1850.1, 1850.3 Articles of Agreement	Section 1. <u>Authority</u> The authority to establish, equip, furnish, operate and maintain the vocational technical school is vested in the CTC Board, which consists of all school directors of the participating school districts. Actions of the CTC Board shall be voted upon and recorded in accordance with law. The CTC Board, under the authority granted by the School Code, shall delegate to the Joint Operating Committee the responsibility for operating, administering, and managing Central Westmoreland Career And Technology Center. The CTC Board and the Joint Operating Committee recognize Central Westmoreland Career and Technology Center Building Authority as the lessor of all buildings and property as stipulated in the Agreement of Lease. The CTC Board and the Joint Operating Committee shall abide by all provisions of the Agreement of Lease and any revisions made. All members of the Board of the Authority shall be appointed by the respective Boards of School Directors in the participating schools according to the plan and its revisions as contained in the formation of the Authority. No member of the CTC Board may be appointed as a member of the Authority while s/he is serving on a Board of School Directors.
	Section 2. <u>Powers</u> The CTC Board shall establish a vocational technical school to provide an educational program for eligible students and adult residents of participating school districts. The Joint Operating Committee shall equip, furnish, operate and maintain the vocational technical school. It shall adopt and enforce policies and regulations for the management of school affairs, operation of school programs and the conduct and deportment of employees and students.

001. NAME AND CLASSIFICATION - Pg. 2

<p>SC 1850.1</p>	<p>Section 5. <u>Classification</u></p> <p>Central Westmoreland Career And Technology Center cannot be classified as a school district. However, to the extent it is consistent with Article 18 of the Pennsylvania School Code, it shall follow the mandates set forth for a third class school district.</p> <p>Section 6. <u>Address</u></p> <p>The official address of Central Westmoreland Career And Technology Center shall be 240 Arona Road, New Stanton, PA 14572-9411.</p> <p>Section 7. <u>School Colors</u></p> <p>Navy blue and light blue shall be the official school colors of Central Westmoreland Career And Technology Center.</p> <p>References:</p> <p>School Code -- 24 P.S. Sec. 502, 951, 952 1807, 1840.1, 1841, 1850.1, 1850.3</p> <p>State Board of Education Regulations -- 22 PA Code Sec. 4.3, 4.35</p> <p>Articles of Agreement</p>
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CENTRAL WESTMORELAND CAREER AND TECHNOLOGY CENTER

SECTION: CTC BOARD/JOINT
OPERATING COMMITTEE
PROCEDURES

TITLE: ORGANIZATION

ADOPTED: October 15, 2008

REVISED:

	005. ORGANIZATION
SC 402, 421, 1850.1 Articles of Agreement	<p>Section 1. <u>Organization Meeting</u></p> <p>The CTC Board shall meet and organize annually during the month of December. Notice of the time and place of the organization meeting shall be given to all members of the CTC Board by mail at least five (5) days before the proposed meeting by the Secretary of the Joint Operating Committee. The organization meeting shall be a regular meeting.</p>
SC 1850.1 Articles of Agreement	<p>Section 2. <u>Officers/Terms</u></p> <p>The CTC Board shall elect a Chairperson, Vice-Chairperson, Secretary, and Treasurer in order to fulfill its duties and responsibilities.</p>
SC 404, 436, 438	<p>a. Annually during the month of December, the CTC Board shall choose from its members a Chairperson and Vice-Chairperson, each to serve a term of one (1) year.</p>
	<p>b. Annually during the month of May, the CTC Board shall elect a Treasurer to serve a term of one (1) year beginning the first Monday of July. The Treasurer shall be reimbursed for duties performed at the rate determined by the Joint Operating Committee.</p>
SC 404, 431, 432,	<p>c. During the month of May, once every four (4) years, the CTC Board shall elect a Secretary to serve a term of four (4) years beginning the first Monday of July following such election. The Secretary may or may not be a member of the Joint Board. The Secretary shall be reimbursed for duties performed at the rate determined by the Joint Operating Committee.</p>
	<p>Vacancies in any office shall be filled by election of the Joint Operating Committee; such officers shall serve for the remainder of the unexpired term.</p>

<p>SC 516, 516.1</p>	<p>Section 8. <u>Conference Attendance</u></p> <p>In keeping with its stated position on the need for continuing inservice education training for its members, the Joint Operating Committee encourages the participation of all members at appropriate conferences, workshops, and conventions. In order to control both the investment of time and expenditure of funds necessary to implement this planned program, the Joint Operating Committee establishes the following guidelines:</p> <ul style="list-style-type: none"> a. Each member shall receive Joint Operating Committee approval prior to attending a conference, workshop or convention at Joint Operating Committee expense. b. Notice of school management conferences, conventions, and workshops of interest shall be provided by the Secretary of the Joint Operating Committee. c. Funds for conference attendance will be budgeted on an annual basis. d. When a conference, convention or workshop is not attended by the full Joint Operating Committee, those who do participate will be requested to share information, recommendations and materials acquired at the meeting that will be beneficial to the center. <p>Pol. 004</p> <ul style="list-style-type: none"> e. Reimbursement to Joint Operating Committee members for their travel expenses will be in accordance with this Joint Operating Committee procedure and policy. <p>SC 321</p> <ul style="list-style-type: none"> f. Reimbursement shall be limited to actual expenses incurred, and shall not include or be construed to include compensation to individual Joint Operating Committee members. <p>References:</p> <p>School Code – 24 P.S. Sec. 315, 319, 321, 516, 516.1, 1850.1, 1850.3</p> <p>Sunshine Act – 65 Pa. C.S.A. Sec. 701 et seq.</p> <p>Joint Operating Committee Policy – 004, 006</p> <p>Articles of Agreement</p>
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