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JOINT OPERATING COMMITTEE MEETING

January 6, 2022, 7 PM

Executive Session 6:00 pm - 7:00 pm

Call to order by the President

The meeting was called to order at 7:02 pm by Ms. Savage, followed by the Pledge of Allegiance.

Present:

Ms. Robin Savage (Greensburg Salem School District)
Dr. Scott Learn (Hempfield Area School District)
Mr. Mark Gogolsky (Jeannette City School District)
Ms. Kristy Smith (Southmoreland School District)

Zoom:

Ms. Stacey Livengood (Belle Vernon Area School District)
Mr. Nick Petrucci (Penn Trafford School District)

Absent:

Mr. John Weinman (Mt. Pleasant Area School District)
member from Norwin School District
Ms. Amy Ulander (Yough School District)

Others Present:

Mr. Jason Lucia (Administrative Director)
Ms. Darcy Szymkiewicz (Assistant Director of CTE)
Mr. Alex Novickoff (Assistant Director of Workforce Education)
Mr. Chris Tollari (Business Manager)
★ Ms. Michelle DeLuca (Coordinator of Grants & Adult Education)-via Zoom
★ Mr. Russell Lucas (solicitor)
Mr. Brian Ruff (Buildings & Grounds Supervisor)
Mr. Curt Smithley (Questeq IT)
Dr. Ken Williams (Belle Vernon School District Superintendent)
CWCTC employees
Zoom participants

Public Comments: none

Communications

Add to the agenda the resignation letter of Leanne Phillips, Payroll Clerk.

Add to the agenda the resignation letter of Linda Garland, Attendance Clerk.

Minutes

Motion by Mr. Gogolsky and seconded by Dr. Learn to approve the minutes of the JOC meeting held December 9, 2021. (attachment 1) All were in favor; motion carried unanimously.

Administration Reports

A. Jason Lucia, Administrative Director

- Confirmed a safe and healthy start back after the holiday break for students and staff.
- Discussed the ongoing construction projects, remodeling efforts, and student work in rejuvenating the building and campus.
- Shared about the students who won at the SkillsUSA District competition and will now compete in April at the state competition.
- IT Worked on network issues over break following best practice; Firewall installed

B. Darcy Szymkiewicz, Assistant Director of CTE

- The 339 Review Preparations are underway.
- Professional Development with Dr. Perna (Leadership and Guidance Plans) continues.
- Trainings for Safe schools with the IU are planned.
- TAP writing PD program is scheduled for the upcoming In-service Days.
- Tour responses are favorable; Norwin today (100 students) had 30 minutes to explore and shadow our students in 3 programs of their choice.
- The new student application launched today.
- An Open House date has been set for February 16th/ Snow Date February 23rd (6-8).

C. Alexander Novickoff, Assistant Director of Workforce Education

- Road Show Success: We have visited or are scheduled to visit all 9 JOC high schools. Follow up tours have begun with great reception. Over 100 Norwin students toured on Thursday, January 6, and close to 100 GS students are scheduled for Monday. Students select three programs they have interest in and they spend 30 minutes in each program with the support of our Student Ambassadors. This new model is being lauded by our sending schools and our own staff.

- We are working with a team at Harrold MS to provide School Wide PBIS opportunities for students who exhibit positive behavior. We hope to grow this program and begin welcoming elementary students to our building under the context of being a reward.
- Attendance Incentive: Each program/teacher has set an attendance goal with their class. Numbers are based on the rate of unexcused absences. This is one of several initiatives of our Attendance Committee.
- CTE Appreciation Month: A committee of 9 staff members met to plan events for CTE Appreciation Month in February. Activities include: Elementary Night, Student Rewards, Social Media Raffle, Teacher Recognition, Road Show Day for CWCTC students.
- eAcademy Courses: Preparing to present the eAcademy courses that are in development. The courses are: Allied Health Careers, Safety in Healthcare, and Medical Terminology 1. These courses were developed by Mrs. Elder, Mrs. Huber and Mr. Erkel with support from WIU7. They should be ready to launch at the start of the 2022-2023 school year.

D. Michelle DeLuca, Coordinator of Grants & Adult Ed

- The next CDL class will begin on Monday, January 10th. There will be 15 in the class, which is the largest class we have ever had.
The next class will be January 31st and there are already seven signed up.
- CWCTC received \$25,540 for the Competitive Equipment Grant. This grant requires a match. The funds will be used to purchase 12 portable welders for Welding and Diagnostic Tools for Automotive Technology.
- The Supplemental Equipment Grant for \$ 120,000 was submitted in November. Still waiting to hear about the funding. Last year it took over four months to receive notification.
- A State Inspection Class is scheduled to begin on January 17th.
- Seniors in the Automotive Technology Program will have the opportunity to earn their State Inspection and Emissions Certification in February and March.

E. Chris Tollari, Business Manager

- The Annual Financial Report for the 2021 year was accepted by the Department of Education.
- We are in the beginning process for the 2022-23 Budget and expect it to go as well as last year's Budget.

Treasurer's Report

Motion by Dr. Learn and seconded by Mr. Gogolsky to approve the Treasurer's Reports ending November 2021. (attachment 2) All were in favor; motion carried unanimously.

Payment of Bills

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

Calendar

Motion by Mr. Gogolsky and seconded by Ms. Livengood to approve the tentative calendar for the 2022-2023 school year. (attachment 4) Ms. Savage asked if our calendar aligns with the calendars of the sending schools. Jason assured that we attempt to follow a similar calendar. All were in favor; motion carried unanimously.

Board of Trustees

Motion by Dr. Learn and seconded by Mr. Petrucci to appoint the following individuals to act as Trustees of the Central Westmoreland CTC Foundation for a term of three (3) years beginning January 6, 2022, and ending December 31, 2024

- Mr. Jason B. Lucia, Administrative Director
- Dr. Scott Learn, JOC Vice-Chair and Hempfield School Board Member
- Mrs. Meri Beth Elder, Health Occupations Teacher
- Mr. John Dalrymple, President of Hamill Manufacturing and Local Advisory Committee Member
- Mrs. Helen Mucci, Owner of Webb's Service Center, Inc.

All were in favor; motion carried unanimously.

Field Trip

Motion by Mr. Petrucci and seconded by Mr. Gogolsky to approve for 15 Culinary students to compete in the 2022 State Leadership Conference at Seven Spring Resort, from March 21-23. The anticipated cost will be \$5,500 plus transportation. All were in favor; motion carried unanimously.

Resignation

Motion by Ms. Livengood and seconded by Dr. Learn to accept the resignation for early retirement of Leanne Phillips, Payroll Clerk, effective at the close of business, June 30, 2022. (exhibit A) All were in favor; motion carried unanimously.

Motion by Mr. Gogolsky and seconded by Dr. Learn to accept the resignation for early retirement of Linda Garland, Attendance Clerk, effective at the close of business, June 30, 2022. (exhibit B) All were in favor; motion carried unanimously.

Bank Depositories

Motion by Ms. Livengood and seconded by Dr. Learn to continue with First National Bank and First Commonwealth Bank (Student Activity Funds) as depositories for the accounts at Central Westmoreland CTC. All were in favor; motion carried unanimously.

New Hire

Motion by Dr. Learn and seconded by Ms. Livengood to hire Stone Lewandowski as an Auto Technology Instructor at a salary of \$54,000, effective immediately pending receipt of all necessary clearances and submission of any other necessary documents, with all other terms and conditions as set forth in the Collective Bargaining Agreement with the CWCTC. All were in favor; motion carried unanimously.

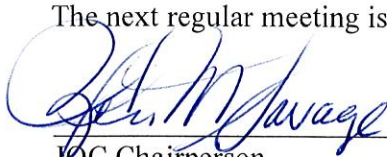
Report of Solicitor

The trustees will schedule a meeting to review the bylaws to recommend for new adoption. Tax exempt status can be applied for with Trustees in place.

Adjournment

Motion by Mr. Gogolsky and seconded by Dr. Learn to adjourn at 7:27. All were in favor; motion carried unanimously.

The next regular meeting is scheduled for Thursday, February 3, 2022, at 7 pm.



JOC Chairperson



JOC Board Secretary

CENTRAL WESTMORELAND CAREER AND TECHNOLOGY CENTER
TREASURER'S REPORT
FOR THE MONTH ENDING NOVEMBER 30, 2021

attachment 2

GENERAL ACCOUNT

Beginning Bank Balance-First National Bank

\$ 931,453.91

DEPOSITS

CATEGORY	DATE	DESCRIPTION	AMOUNT
1380 610 CO	11/3/2021	Students kit payment - Niehenke	29.00
1380 610 CO	11/3/2021	Students kit payment - Cash-Students	100.00
6999 999 SR	11/3/2021	Parking Permit-Toni Johnson	40.00
6999 999 SR	11/3/2021	Delta Dental Refund	2,330.20
153	11/3/2021	CAFÉ 125	8,884.60
6999 999 SR	11/3/2021	Retiree - Premium healthcare - Broker	335.00
6946 999 SC	11/3/2021	Jeannette SD October 2021 - 2021-22	28,247.75
6946 999 SC	11/3/2021	Greensburg Salem SD November 2021 - 2021-22	50,481.17
10.2510.610.000.30.00.BO	11/3/2021	Polo Shirts - Cash	688.00
10.2510.610.000.30.00.BO	11/3/2021	Polo Shirts - Pat Walter	26.75
10.2510.610.000.30.00.BO	11/3/2021	Polo Shirts - Todd Bartlow	40.75
10.2510.610.000.30.00.BO	11/3/2021	Polo Shirts - Hannah Parks	31.50
10.2510.610.000.30.00.BO	11/3/2021	Polo Shirts - John Demaria	92.00
10.2510.610.000.30.00.BO	11/3/2021	Polo Shirts - Jessica Lingsch	31.00
10.2510.610.000.30.00.BO	11/3/2021	Polo Shirts - Pat Walter	30.00
10.2510.610.000.30.00.BO	11/3/2021	Polo Shirts - Garrison Miller	180.25
10.2510.610.000.30.00.BO	11/3/2021	Polo Shirts - Doug Marks	41.00
10.2510.610.000.30.00.BO	11/3/2021	Polo Shirts - Rise Above Contracting LLC	59.50
10.2510.610.000.30.00.BO	11/3/2021	Polo Shirts - Bare Necessities	53.00
10.2510.610.000.30.00.BO	11/3/2021	Polo Shirts - Erin Peck	17.50
10.2510.610.000.30.00.BO	11/3/2021	Polo Shirts - Jeremy Erkel	130.00
10.2510.610.000.30.00.BO	11/3/2021	Polo Shirts - Jeremy Erkel	64.00
10.2510.610.000.30.00.BO	11/3/2021	Polo Shirts - Tom Crist	133.75
10.2510.610.000.30.00.BO	11/3/2021	Jeans Day - Cash	945.00
10.2510.610.000.30.00.BO	11/3/2021	Jeans Day - Darius Kovacina	75.00
10.2510.610.000.30.00.BO	11/3/2021	Jeans Day - Sylvia	75.00
10.2510.610.000.30.00.BO	11/3/2021	Jeans Day - Pete Highlands	75.00
6946 999 SC	11/9/2021	Hempfield Area SD October 2021 - 2021-22	126,750.83
6946 999 SC	11/9/2021	Jeannette SD November 2021 - 2021-22	28,247.75
6946 999 SC	11/9/2021	Mt Pleasant Area SD November 2021 - 2021-2022	61,737.09
6946 999 SC	11/9/2021	Norwin SD November 2021 - 2021-22	71,520.92
6946 999 SC	11/9/2021	Penn Trafford SD November 2021 - 2021-22	56,589.92
6946 999 SC	11/9/2021	Belle Vernon Area SD November 2021 - 2021-22	31,635.42
6946 999 SC	11/9/2021	Southmoreland SD December 2021 - 2021-22	36,541.91
6999 999 SR	11/9/2021	Parking Permit - Sarpolis-Maline	70.00
1380 610 CO	11/9/2021	Students kit payment - Night School Fees-Geyer	40.00
1380 610 CO	11/9/2021	Students kit payment - Bozich	20.00
1380 610 CO	11/9/2021	Students kit payment - Winfield	20.00
1380 610 CO	11/9/2021	Students kit payment - 10 Students/Night School	149.00
1380 610 CO	11/9/2021	Students kit payment - Night School Fees Hill	20.00
1380 610 CO	11/9/2021	Students kit payment - Night School Fees	80.00
10 8521 999 661 30 00 PK	11/22/2021	Perkins Grant - 2021-22	29,452.67
7810	11/24/2021	Social Security	39,330.23
Total deposits			<u>575,442.46</u>

General Fund

Balance on Hand- October 31, 2021	1,140,274.04
Income	<u>575,442.46</u>
Total	1,715,716.50
Expenditures	<u>1,064,320.96</u>
Book Balance - November 30, 2021	641,612.70
Evening School Deposit	
November 30, 2021-Outstanding Checks	<u>289,841.21</u>
Bank Balance November 30, 2021	<u>931,453.91</u>

(CONTINUED)

CENTRAL WESTMORELAND CAREER AND TECHNOLOGY CENTER
TREASURER'S REPORT
FOR THE MONTH ENDING NOVEMBER 30, 2021
(CONTINUED)

Capital Reserve Fund

Balance October 31, 2021	196,017.45
Interest	22.34
Deposits	
Expenditures	
Balance November 30, 2021	<u>196,039.79</u>

ACH ACCOUNT

Balance October 31, 2021	3,997.02
Interest	0.39
Deposits	
Expenditures	<u>0</u>
Balance November 30, 2021	<u>3,997.41</u>

January 6, 2022

JOC MEETING

November 2021 Outstanding Checks

39844	Top Septic Service Inc - Evening School Services	220.00	
39851	Aflac - Payroll Insurance	137.50	
39852	American Heritage Life Ins Co - Payroll Insurance	234.01	
39856	Central Westmoreland CTC - Payroll CAFÉ125	8,884.60	
39860	Alliance Properties Group LLC - GEER II Equipment	20,500.00	
39865	James Daniel & Associates LLC - Perkins Professional Ed Services	1,440.00	
39866	Lowes - Maintenance Supplies	51.26	
39867	PACTA - Office Dues	1,332.00	
39869	Republic Services #674 - November Refuse Service	1,364.99	
39873	Belle Vernon Area School District - 20-21 Reconciliation	14,303.13	
39874	Derry Area School District - 20-21 Reconciliation	3,519.01	
39876	Greater Latrobe School District - 20-21 Reconciliation	782.01	
39878	Jeannette City School District - 20-21 Reconciliation	17,441.54	
39879	Monessen City School District - 20-21 Reconciliation	1,507.00	
39880	Mount Pleasant Area School District - 20-21 Reconciliation	135,301.91	
39882	Southmoreland School District - 20-21 Reconciliation	19,158.48	
39883	Yough School District - 20-21 Reconciliation	57,500.07	
39885	Lowes - Construction Trades Supplies	2,363.70	
39888	Delta Dental of Pennsylvania - December Dental Insurance	3,800.00	
Total of Outstanding Checks		289,841.21	



January 6, 2022
JOC MEETING

GENERAL ACCOUNTS

PAID BILLS FOR APPROVAL

2021-2022 (Nov. 16 - Dec. 15)

ABCO Fire Protection Inc - Culinary Arts Contracted Services	840.00
ABCO Fire Protection Inc - Maintenance Contracted Services	6,871.00
Alliance Properties Group LLC - GEER II Equipment	20,500.00
Andrews & Price - October General Matters Personnel	2,276.00
Andrews & Price - November General Matters Personnel	857.00
Bon Tool Company - Masonry Supplies	1,067.22
Catherine S Caccia - Office Professional Services	1,900.00
Candoris - Computer Science Supplies	2,000.49
Candoris - System Wide Equipment	3,477.57
Cleveland Brother Equipment Co - 10/25-11/22 All School Rental of Equipment	1,565.00
Cleveland Brother Equipment Co - 11/5-12/3 All School Rental of Equipment	1,515.00
CM Regent LLC - December Life Insurance	305.50
CM Regent LLC - December Income Protection Insurance	900.00
Consolidated Communications - November Telephone Bill	731.33
Delta Dental of Pennsylvania - December Dental Insurance	3,800.00
Direct Energy Business - October Maintenance Natural Gas	63.13
Export Fuel Company Inc - Maintenance Gasoline	420.08
Home Depot - Heating & Air Supplies	2,388.00
Homerun Graphics - Business Office Supplies	1,696.00
Horizon Coffee - Office Supplies	41.70
J C Ehrlich - November Pest Control	85.00
James Daniel & Associates LLC - Perkins Professional Ed Services	1,440.00
Jordan Banana Food Service - Culinary Arts Supplies	550.67
Jordan Banana Food Service - Culinary Arts Supplies	225.20
Jordan Banana Food Service - Culinary Arts Supplies	719.18
Jordan Banana Food Service - Culinary Arts Supplies	816.34
Jordan Banana Food Service - Culinary Arts Supplies	245.35
Kellington Protection Service LLC - 10/31-11/6 Security Guard Contracted Svcs	2,385.75
Kellington Protection Service LLC - 11/7-11/13 Security Guard Contracted Svcs	2,496.25
Kellington Protection Service LLC - 11/14-11/20 Security Guard Contracted Svcs	2,763.75
Kellington Protection Service LLC - 11/21-11/27 Security Guard Contracted Svcs	1,697.75

Lowes - Maintenance Supplies	51.26	
MAWC - November Sewage Bill	729.60	
MAWC - November Water Bill	1,033.51	
Matheson Tri-Gas Inc - Welding Supplies	883.72	P
Brandon Miller - Construction Trades Supplies	1,771.24	
North American Technician Excellence - HVAC Supplies	60.00	
PACTA - Office Dues	1,332.00	
PA UC Fund - Unemployment Compensation (2022 Solvency Fee)	6,981.77	
Penn State - Evening School Professional Ed Services	25.00	
Pennsylvania One Call System - Maintenance Contracted Services	125.00	
Pitt Specialty Supply Inc - Maintenance Supplies	5,265.18	
Questeq - November System Wide Professional Ed Services	9,735.08	
Republic Services #674 - November Refuse Service	1,364.99	
Robertson Heating Supply Company - Construction Trades Supplies	1,361.68	
Robertson Heating Supply Company - Construction Trades Supplies	1,637.26	
Robertson Heating Supply Company - HVAC Supplies	700.00	
Kathy Rolka - First Aid Supplies	79.80	
Saint Vincent College Prevention Projects - Perkins Professional Ed Services	1,400.00	
Sherwin-Williams Co - Maintenance Supplies	211.24	
Top Septic Service Inc - 10/21-11/17 Evening School Services	110.00	
Top Septic Service Inc - 11/18-12/15 Evening School Services	110.00	
Toshiba Financial Services - November System Wide Rental of Copiers	3,363.90	
UPS - October Cosmetology Supplies - Freight Charges	10.26	
Verizon Wireless - November Cell Phone Usage	161.88	
WCPSHC - December Medical & Vision Insurances	85,667.22	
West Penn Power - October Electricity - Building	6,590.34	
West Penn Power - October Electricity - Guard	9.30	
West Penn Power - October Electricity - Sign	8.58	
Wex Bank - November Gasoline	85.36	
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	197,505.43	

21-22 Payroll (Nov. 16 - Dec. 15)

Aflac - November Pays	137.50
American Heritage Life Ins Co - November Pays	234.01
Central Westmoreland CTC - November Pays	8,884.60
Central Westmoreland CTC ESP - November Pays	1,013.72
Central Westmoreland Teachers Association - November Pays	4,338.88
FICA - EFTPS - 2nd November Pay	22,672.76
FICA - EFTPS - 1st December Pay	22,369.22
Federal Withholding-EFTPS - 2nd November Pay	12,482.22
Federal Withholding-EFTPS - 1st December Pay	12,278.97
First National Bank - 2nd November Pay	94,804.20
First National Bank - 1st December Pay	93,217.06
HAB-DLT (ER) - 1st December Pay	108.50
IU 7 Federal Credit Union -2nd November Pay	1,046.25
IU 7 Federal Credit Union -1st December Pay	1,046.25
Model Uniforms - November Pays	275.84
PS SCDU - 2nd November Pay	323.54

PA SCU - 1st December Pay	323.54
PA Department of Revenue - 2nd November Pay	4,548.76
PA Department of Revenue - 1st December Pay	4,487.80
PSERS - Retirement - November Pays	23,209.13
Stanwood Area Credit Union - 2nd November Pay	2,580.00
Stanwood Area Credit Union - 1st December Pay	2,580.00
TSA Consulting Group - November Pays	7,750.00
Voya Financial - 2nd November Pay	778.47
Voya Financial - 1st December Pay	715.15
Ronda J Winnecour - November Pays	520.00
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	322,726.37

2020-2021 (Nov. 16 - Dec. 15)

Belle Vernon Area School District - Reconciliation	14,303.13
Burmax Company Inc - Cosmotology Supplies	1,617.72
Burmax Company Inc - Cosmotology Supplies	982.22
Darley Fire Equipment - Protective Services Supplies	393.95
Derry Area School District - Reconciliation	3,519.01
Frazier School District - Reconciliation	22,197.96
Greater Latrobe School District - Reconciliation	782.01
Greensburg Salem School District - Reconciliation	44,357.18
Jeannette City School District - Reconciliation	17,441.54
Linemen's Supply Inc - Powerline Supplies	3,400.52
Linemen's Supply Inc - Powerline Supplies	220.05
Lowe's - Construction Trades Supplies	1,856.63
Lowe's - Construction Trades Supplies	1,121.87
Lowe's - Construction Trades Supplies	2,363.70
Monessen City School District - Reconciliation	1,507.00
Mt Pleasant Area School District - Reconciliation	135,301.91
New Kensington-Arnold School District - Reconciliation	1,501.00
Southmoreland School District - Reconciliation	19,158.48
Yough School District - Reconciliation	57,500.07
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	329,525.95

UNPAID BILLS FOR APPROVAL

2021-2022

DBEC Wholesale Company - Horticulture Supplies	142.00
DBEC Wholesale Company - Office Supplies	270.00
Harris Forms - Business Office Supplies	142.25
Heplers Hardware - Maintenance Supplies	505.80
Hobart Sales & Service - Culinary Arts Repair	27.00

Lenhart's Service Center - Auto Technology Contracted Services	250.00
Lincoln Electric Company - Welding Supplies	1,578.01
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	2,915.06

2021-2022 Paid Bills for Approval	197,505.43
2020-2021 Paid Bills for Approval	329,525.95
21-22 Payroll	322,726.37
2021-2022 Unpaid Bills for Approval	2,915.06
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	852,672.81



SCHOOL CALENDAR

2022 - 2023

Month	Date	Day		Number of Days		
				Student	Tchrs	
				month	cumulative	
August	23	Tuesday	In-Service Day (No Students)	3	3	6
	24	Wednesday	In-Service Day (No Students)			
	25	Thursday	In-Service Day (No Students)			
	29	Monday	First Day of Instruction			
September	5	Monday	Labor Day (No School)	21	24	27
October	10	Monday	In-Service Day (No Students)	20	44	48
November	11	Friday	Veterans' Day (No School)	18	62	66
	24	Thursday	Thanksgiving Recess			
	25	Friday	Thanksgiving Recess			
	28	Monday	Thanksgiving Recess			
December	22	Thursday	Last Day Before Christmas Recess	16	78	82
January	2	Monday	School Reopens	20	98	103
	16	Monday	In-Service Day (No Students)			
	17	Tuesday	Recruiting Day (No Students)			
February	20	Monday	* Presidents' Day (No School; *1)	19	117	122
March				23	140	145
April	6	Thursday	* Easter Recess (No School; *3)	16	156	161
	7	Friday	Easter Recess (No School)			
	10	Monday	* Easter Recess (No School; *4)			
	11	Tuesday	* Easter Recess (No School; *2)			
May	29	Monday	Memorial Day (No School)	22	178	183
June	2	Friday	Last Day of Instruction	2	180	187
	5	Monday	In-Service Day			

12/21/2021

This calendar may be altered or extended in case of emergency closing of school.

* Make-up days for school cancellations; number tells order to be used

December 22, 2021

To the Administration and Joint Operating Committee of CWCTC,

Please accept this as my Irrevocable Letter of Retirement in conjunction with the Education Support Professional Early Retirement Incentive for the 2021-2022 School Year.

I will be retiring from my position as Payroll Clerk at Central Westmoreland CTC with my last day of employment being Thursday, June 30, 2022.

I would like to thank you for my last 32 years of service at Central Westmoreland CTC. It has been an honor and privilege to serve this school.

Sincerely,

A handwritten signature in blue ink that reads "Leanne M. Phillips". The signature is written in a cursive style with a large initial 'L'.

Leanne M. Phillips

December 23, 2021

Dear CWCTC Joint Operating Committee and Administration,

I have decided to take the school offer of the Education Support Professionals Early Retirement Incentive 2021-2022 School Year.

I would like to inform you that I will be retiring from my position as Attendance Clerk at Central Westmoreland Career and Technology Center effective June 30th, 2022.

I would like to Thank you for my 30 years of service here at Central Westmoreland Career and Technology Center.

Sincerely,

A handwritten signature in purple ink that reads "Linda Garland". The signature is written in a cursive, flowing style.

Linda Garland