

# GREATER JOHNSTOWN CAREER AND TECHNOLOGY CENTER

## JOINT OPERATING COMMITTEE OF THE WHOLE MEETING AGENDA October 24, 2023

### 1) CALL TO ORDER

### 2) EXECUTIVE SESSION FOR PERSONNEL/LEGAL MATTERS

### 3) ITEMS RELATING TO EDUCATION AND PERSONNEL

#### A. Secondary Enrollment Report (White Handout)

##### 1. FYI

#### B. Policy Manual Updates – Second Reading (Handout unchanged from September Meeting)

1. The administration recommends the approval for the second reading approval, the following policy manual updates:
  - a. Policy 830 Security of Computerized Personal Information/Breach Notification.

#### C. Conference/Meeting Requests

1. The administration recommends the approval of the following Conference/Meeting Attendance Requests:

- a. **Conference:** **SkillsUSA Fall Leadership Conference**  
Employees: Lisha Knapp, SkillsUSA Co-Advisor  
Joel Yoder, SkillsUSA Co-Advisor  
Dates: November 8-10, 2023  
Location: Seven Springs Mountain Resort  
Cost: **\$1,186.36** (Advisor hotel fees to be paid from the General Budget)

#### D. Adult Education Substitute Instructors

1. The administration recommends the approval of the following as Adult Substitute Instructors for the 2023-2024 school year. The rate for this position is \$24.00 per hour.
  - a. Mary Christ  
208 Rhodes Crossing Road  
Sidman, PA 15955
  - b. Walter Christ  
208 Rhodes Crossing Road  
Sidman, PA 15955

#### E. Cosmetology Instructors

1. Retroactive approval is requested for the hiring of the following Cosmetology Instructors, the compensation for this 187-day position is \$48,175/year prorated from the start date, with full family health benefits.
  - a. Ms. Rachel Eiszler, effective October 4, 2023. All required clearances received.  
2004 State Route 130  
Jeannette, PA 15644
  - b. Mrs. Darius Kovacina, effective October 9, 2023. All required clearances received.  
108 Freeman Falls Road  
Acme, PA 15610

**F. Cosmetology Instructional Aide**

1. The administration recommends retroactive approval of the hiring of Angel Widmann as a Cosmetology Instructional Aide for the 2023-2024 school year, effective Wednesday, October 4, 2023, at the rate of \$15.00/hr. Funded by the General Fund Budget. All required clearances have been received.
  - a. Ms. Angel Widmann  
1745 Frieda Avenue  
Johnstown, PA 15902

**G. Cosmetology Instructional Aide**

1. The administration recommends the approval of the hiring of Ms. Dawn Williams as Cosmetology Instructional Aide for the 2023-2024 school year. This is a part-time position at the rate of \$15.00/hour funded by the General Fund Budget. Pending required clearances.
  - a. Dawn Williams  
418 Ligonier Pike  
Johnstown, PA 15905

**H. Welding Instructional Aide**

1. The administration recommends approval of the hiring of Mr. Kerry Farrior as the new Welding Instructional Aide for the 2023-2024 school year. This is a part-time position at the rate of \$12.25/hour funded by the General Fund Budget. Pending required clearances.
  - a. Mr. Kerry Farrior  
47 G Oakhurst Homes  
Johnstown, PA 15906

**I. Monroeville Practical Nursing Instructors**

1. The administration recommends the approval of the involuntary furlough of the following Monroeville Practical Nursing Instructors, effective close of business October 31, 2023:
  - a. Amanda Borish  
7702 Saltsburg Road  
Plum, PA 15239
  - b. Joyce Miketic  
120 Evergreen Road  
Pittsburgh, PA 15238

**J. Change in Employment Status**

1. Approval is requested for the change in employment status for the following employees from active employees to inactive employees:
  - a. Jane Dansevich
  - b. Nancy Ehrman
  - c. Molly McCullough
  - d. Melissa Clawson-Rietscha
  - e. Denise Colbert
  - f. Susan Hannak
  - g. William Ackman
  - h. Michael Farabaugh

**K. Johnstown Adult Welding Instructor**

1. The administration recommends the approval of the involuntary furlough of Mr. Jason Glessner, Adult Welding Instructor, effective close of business Thursday, February 1, 2024.
  - a. Jason Glessner  
283 Adams Avenue  
Mineral Point

**L. Mentors**

1. The administration recommends for the 2023-2024 school year, the following mentors for the new secondary instructors. The Compensation for a mentor is \$150.00/mentee.
  - a. Carissa Penatzer, Secondary Health Assistant Instructor, to mentor Kelly Abel, a newly hired Health Assistant Instructor.
  - b. Zackery Buchholz, Secondary Culinary Instructor, to mentor Darius Kovacina and Rachel Eiszler, both Secondary Cosmetology Instructors.

**M. Additions/and Deletions to the Occupational Advisory Committee**

1. The administration recommends the approval of the following additions/deletions to GJCTC's Occupational Advisory Committee.
  - a. Diesel Technology Addition:
    - i. Allen Petak                      Field Technician, Cleveland Brothers Equipment
  - b. Early Childhood Education Addition:
    - i. Kelsey Shaw                      Education Manager, Tableland Services
  - c. Early Childhood Education Deletions:
    - i. Leslie Miller                      Education Manager, CAPFSC

**N. Other Items Relating to Education and Personnel**

**4) ITEMS RELATING TO BUDGET AND FINANCE**

**A. Other Items Relating to Budget and Finance**

**5) ITEMS RELATING TO BUILDING AND GROUNDS**

**A. Use of Facility Request**

1. The administration recommends the approval of the following Use of Facility Request:
  - a. Name of Organization:      1<sup>st</sup> Summit Bank  
Dates:                              November 10, 2023  
    November 13, 2023  
    November 21, 2023  
Space Requested:              C133  
Cost:                                 \$375.00 (\$125/day)

**B. Other Items Relating to Building and Grounds**

**6) ITEMS RELATING TO STUDENT ACTIVITIES**

**A. Clay Target**

1. The administration recommends the approval of Mr. Corey Leahey, Secondary Auto Technology Instructor, as a 2023-2024 Clay Target volunteer advisor.

**B. Plans of Activities and Budgets for the 2023-2024 School Year (Yellow Handout)**

1. The administration recommends approval of the Plans of Activities and Budgets, for the 2023-2024 school year, for the following Student Organizations, as presented:
  - a. Motorsport
  - b. Auto Technology
  - c. National Honor Technical Society
  - d. Skills USA
  - e. Spartan Pride
  - f. Prostart

**C. SkillsUSA Fall Leadership Conference**

1. The administration recommends approval of the SkillsUSA Fall Leadership Conference.

<b>a. Conference:</b>	<b>SkillsUSA Fall Leadership Conference</b>
Number of Students:	9
Dates:	November 8-10, 2023
Location:	Seven Springs Mountain Resort
Cost:	\$3,087.54 (Student hotel fees to be paid from the Student Activity Fund)

**D. Other Items Relating to Student Activities**

**7) OTHER BUSINESS**

**8) ADJOURNMENT**