

MON VALLEY CAREER & TECHNOLOGY CENTER

JOINT OPERATING COMMITTEE MEETING

February 2, 2023

_____ **1. Call to order by the President.** Time:

(a) Pledge of Allegiance.

(b) Roll Call

_____ Mr. John Marchezak (Bentworth Member) _____ Mr. Neil Henehan

_____ Mr. Joe Brown (Beth Center Member) _____ Mr. Adam Wilkinson

_____ Mr. Barry Niccolai (California Member) _____ Dr. Ed Zelich

_____ Mr. Charlie Yakich (Charleroi Member) _____ Mr. Matt Hoffman (Solicitor)

_____ Mr. Mark Panicucci (Monessen Member)

_____ Mr. Gene Kennedy (Ringgold Member)

_____ **2. Public Comment**

_____ **3. Communications**

_____ **4. Minutes**

Motion to approve the minutes of the Board Meeting held on December 8, 2022.

(Attachment 1)

Motion made by: _____, Seconded by: _____

Question: _____, All in Favor: _____

_____ **5. Treasurer's Report**

Motion to approve the Treasurer's Report ending December 2022 January 2023. **(Attachment 2)**

Motion made by: _____, Seconded by: _____

Question: _____, All in Favor: _____

_____ **6. Bills for Payment**

Motion to approve payment of bills in the amount of \$18,322.48. **(Attachment 3)**

Motion made by: _____, Seconded by: _____

Question: _____, All in Favor: _____

_____ **7. Maintenance Retirement**

Motion to approve retirement of Jim Abbot effective March 31, 2023. **(Attachment 4)**

Motion made by: _____, Seconded by: _____

Question: _____, All in Favor: _____

_____ **8. Maintenance Substitutes**

Motion to approve hiring of Scott Thompson and Theodore Camut as substitute custodians at a rate of \$12.00/hr.

Motion made by: _____, Seconded by: _____

Question: _____, All in Favor: _____

_____ **9. Cosmetology Paraprofessional**

Motion to approve hiring of Lisa Ondulick as a part-time paraprofessional at a rate of \$21.00/hr. **(Attachment 5)**

Motion made by: _____, Seconded by: _____

Question: _____, All in Favor: _____

10. Paraprofessional Substitute Pay

Motion to approve an additional \$15.00 per session pay for paraprofessionals who substitute teach as needed.

Motion made by: _____, Seconded by: _____

Question: _____, All in Favor: _____

 11. JOC Secretary

Motion to approve Mr. Barry Niccolai as JOC Secretary for the remainder of the 2023 calendar year.

Motion made by: _____, Seconded by: _____

Question: _____, All in Favor: _____

ADMINISTRATIVE REPORT:

 1. World of wheels results, Tour Season and Career Exploration 2023, Enrollment Process.

COMMITTEE/SCHOOL REPORT:

ADJOURNMENT: Time _____

Motion Made by: _____, Seconded by: _____, All in Favor: _____

Next JOC Meeting: March 2, 2023 at 7:00 PM

MON VALLEY CAREER & TECHNOLOGY CENTER
JOINT OPERATING COMMITTEE MEETING MINUTES

December 8, 2022

The meeting was called to order by Mr. Yakich, with the Pledge of Allegiance at 7:00 PM.

Roll Call: Present

Mr. John Marchezak, Mr James Gwyer, Mr. Charlie Yakich, Mr. Barry Niccolai, Mr. Gene Kennedy, Mr. Neil Henehan, Mr. Mark Panicucci, Dr. Ed Zelich, Mr. David Mongillo

Communication: None

Minutes

Motion by Mr. Niccolai and seconded by Mr. Kennedy to approve the minutes of the Board Meeting held on November 3, 2022. (Attachment 1) Roll Call: 6-0

Treasurer's Report

Motion by Mr. Marchezak and seconded by Mr. Kennedy to approve the Treasurer's Report ending November 2022. (Attachment 2) Roll Call: 6-0

Bills for Payment

Motion by Mr. Kennedy and seconded by Mr. Pannicucci to approve payment of bills in the amount of \$26,866.85. (Attachment 4) Roll Call: 6-0

Reorganization

Motion by Mr. Marchezak and seconded by Mr. Niccolai to maintain all current officer positions for the 2023 calendar year as a matter of reorganization. Roll Call: 6-0

Resolution

Motion by Mr. Marchezak and seconded by Mr. Kennedy to authorize current officer's signature to be used during the month of December 2022. Roll Call: 6-0

Designation of Date and Time of Meetings

Motion Mr. Niccolai and seconded by Mr. Kennedy to schedule and advertise the Mon Valley Career & Technology Center Joint Operating Committee Meetings. Roll Call: 6-0

ADMINISTRATIVE REPORT:

Mr. Henehan discussed the Welding renovation and ESSER funds.

COMMITTEE/SCHOOL REPORT: None

**MON VALLEY CAREER & TECHNOLOGY CENTER
TREASURER'S REPORT
ENDING DECEMBER 2022**

BALANCE, ending NOVEMBER 2022 \$ 1,148,447.09

REVENUE FOR DECEMBER 2022/MONEY MARKET \$ 206,877.57

\$ 205,856.08 State Fund
1,021.49 Interest
 \$ 206,877.57

REVENUE FOR DECEMBER 2022/OPERATING ACCOUNT \$ 5,289.95

\$ 1,981.26 Hospitalization Retirees
 1,656.69 Interest
 858.00 Invoice Paid (I.U.)
 694.00 Culinary Sale
100.00 Shop Supplies
 \$ 5,289.95

EXPENDITURES FOR DECEMBER 2022/OPERATING ACCOUNT \$ 392,111.43

\$ 110,711.17 PSERS 3rd Quarter Payment
 73,452.00 Payroll of 12-29-2022
 64,851.26 Payroll of 12-1-2022
 58,106.28 Payroll of 12-15-2022
 38,725.16 ACSHIC
 18,332.79 Bills for Payment
 6,415.46 Amazon
 5,158.43 Toshiba Financial
 3,628.19 West Penn
 3,435.00 Amtrust
 3,004.96 UGI
 1,299.09 Authority of the Borough of Charleroi
 884.00 Skills USA
 803.65 Gordon Food
 858.00 Pacta
 700.92 All Data
 462.76 Cdw
 363.55 Terri Walter reimbursement
 324.00 I.U.
 270.00 Big's Sanitation
 125.19 Neil Henehan reimbursement
 106.48 Duritza's Market
 61.30 Burmax
31.79 Visa
 \$ 392,111.43

BALANCE, end DECEMBER 2022 \$ 968,503.18

CAPITAL RESERVE

BALANCE, ending NOVEMBER 2022	\$	601,583.06
<u>REVENUE FOR DECEMBER 2022</u>	\$	9,647.75
\$ 9,530.82 District Bond Payment		
<u> 116.93</u> Interest		
\$ 9,647.75		
<u>EXPENDITURES FOR DECEMBER 2022</u>	\$	-0-
BALANCE, ending DECEMBER 2022	\$	611,230.81

STUDENT ACTIVITIES

BALANCE, ending NOVEMBER 2022	\$	50,381.83
<u>REVENUE FOR DECEMBER 2022</u>	\$	3,133.00
\$ 2,646.00 Snack Shack		
<u> 487.00</u> Skills Reimbursement		
3,133.00		
<u>EXPENDITURES FOR DECEMBER 2022</u>	\$	-0-
BALANCE, ending DECEMBER 2022	\$	53,514.83

**MON VALLEY CAREER & TECHNOLOGY CENTER
TREASURER'S REPORT
ENDING January 2023**

BALANCE, ending DECEMBER 2022 \$ 968,503.18

REVENUE FOR JANUARY 2022/MONEY MARKET \$ 23,057.79

\$ 22,308.12 State Fund
749.67 Interest
 \$ 23,057.79

REVENUE FOR JANUARY 2022/OPERATING ACCOUNT \$ 7,589.74

\$ 6500.00 Adult student cosmetology payment
 894.74 Interest
 120.00 Invoice Paid Bentworth Lunch
75.00 Invoice paid for Banner for Bearcat Basketball
 \$ 7,589.74

EXPENDITURES FOR JANUARY 2022/OPERATING ACCOUNT \$ 198,264.49

\$ 67,314.11 Payroll of 1-26-2023
 56,843.59 Payroll of 1-12-2023
 38,725.16 ACSHIC
 10,485.93 Bills for Payment
 4,803.17 UGI
 4,353.96 Keystone Collections
 2,742.82 Sky Oxygen
 2,504.62 People's Gas
 1,792.86 Lowe's
 1,235.18 Gordon
 902.22 Comcast
 809.60 Steratore
 800.00 Tucker Arensberg
 741.61 Visa
 616.68 Authority of the Borough of Charleroi
 522.60 School Locker
 506.57 Sam's Club
 448.00 Jackie Galiffa
 385.86 Office of UC Tax
 352.50 Van Beck
 350.00 Championship Auto
 270.00 Big's Sanitation
 230.71 Jen Mfg.
 184.44 J.C. Ehrlich
 93.00 Pearson Vue
 77.56 O'Reilly
 72.00 Reliant
 50.00 Prosoft
49.74 West Penn Power
 \$ 198,264.49

BALANCE, end JANUARY 2022 ATTACHMENT 2 \$ 800,886.22

Mon Valley Career & Technology Ctr
List Of Payments 2022-2023

Check Dates 12/01/22 - 12/31/22

Check # 00000001 - 00029855

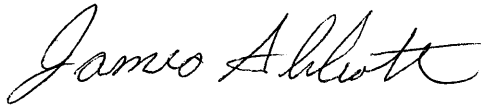
Vendor Name	Check	Date	Description	Check Amount
Bank Account: 10-0100-000-000-00-00-00-000 Bank Acct For Fund 10-OPERATING				
Amazon Capital Services	00024212	12/15/22	Oper/Maint/GeneralSuppli	\$28.99
CM REGENT, LLC	00024213	12/15/22	T&I/GroupInsurance	\$223.07
	00024214	12/15/22	UNIONDUESCUSTPAYABLE	\$347.40
COMCAST	00024215	12/15/22	Oper/Maint/Telephone/Post	\$597.89
	00024216	12/15/22	Oper/Maint/Telephone/Post	\$277.84
DEBRA WALTER	00024217	12/15/22	T&I/Travel	\$117.06
FAYETTE PARTS SERVICE, INC.	00024218	12/15/22	Oper/Maint/GeneralSuppli	\$79.95
GORDON FOOD SERVICE, INC.	00024219	12/15/22	T&I/ContractedServices	\$274.58
	00024220	12/15/22	T&I/GeneralSupplies	\$933.37
INTERMEDIATE UNIT I	00024221	12/15/22	T&I/ContractedServices	\$2,660.00
J.C. Ehrlich	00024222	12/15/22	Oper/Maint/ContractedSer	\$184.44
LOWES	00024223	12/15/22	T&I/GeneralSupplies	\$1,826.56
Mlaker Transportation	00024225	12/15/22	StudentActivity/Miscella	\$244.13
MON VALLEY EA	00024224	12/15/22	UNIONDUES(Teach.)PAYAB	\$1,384.87
PA SCDU	00024226	12/15/22	WAGEATTACHMENTPAYABLE	\$184.62
PEOPLES	00024227	12/15/22	Oper/Maint/Fuel/Building	\$1,942.76
PROSOFT TECHNOLOGIES, INC.	00024228	12/15/22	Oper/Maint/GeneralSuppli	\$335.80
PSEA	00024229	12/15/22	UNIONDUESCUSTPAYABLE	\$115.68
SAFETY-KLEEN CORPORATION	00024230	12/15/22	Oper/Maint/ContractedSer	\$985.41
SAM'S CLUB MC/SYNCB	00024231	12/15/22	T&I/GeneralSupplies	\$5,125.12
TERRI WALTER	00024232	12/15/22	BoardServices/OtherMeet	\$72.86
VALLEY 1ST COMMUNITY FCU	00024233	12/15/22	CREDITUNIONPAYABLE	\$340.00
WEST PENN POWER	00024234	12/15/22	Oper/Maint/Electricity	\$50.39
			Report Total	\$18,332.79

Jan. 3, 2023

Dear Mr. Henehan and J.O.C. Members.

Please accept my letter of retirement effective March 31, 2023.

I've enjoyed working at MVCTC for 19 years. I made many close friends. A time in my life I'll never forget. It was a blessing to me to help anyone in need. I thank Mr. Henehan for being so kind and thoughtful it was a pleasure working for him. I also enjoyed working John and Joe. I feel honored to have them as friends. I especially thank God for the privilege to work at MVCTC.

A handwritten signature in black ink that reads "James Abbott". The signature is written in a cursive style with a large initial "J" and a long, sweeping underline.

James Abbott



Lisa Ondulick



Roscoe, Pa. 15477, PA 15012 7242163109
wisecracker8700@aol.com

PROFESSIONAL SUMMARY

Reliable employee seeking Teacher's Assistant position. Offering excellent communication and good judgment. Experienced Stylist with over 30 years of experience working with varying hairstyles and treatments. Customer-oriented professional with dedication to satisfaction and consistent communication. Technically trained to use Type tools and products to achieve desired outcomes.

SKILLS

- Digital Recordkeeping
- Highlights and Lowlights
- Shampooing and Conditioning
- Hair Straightening and Curling
- Texturizing Services
- Clipper and Trimmer Operation
- Customer Consultations
- Government Standards
- Hair Cutting and Trimming
- Color Correcting

WORK HISTORY

HAIRSTYLIST 02/2008 to 09/2015

5 Town Hair Salon | Roscoe, Pa. 15477

- Educated customers on products to maximize benefits.
- Processed payments, entering sales in register for prompt customer service.
- Scheduled customer appointments and rearranged individual time slots to meet demand.
- Suggested treatments and styles to suit customer appearance and fashion choices.
- Trimmed, cut and shaped hair and hairpieces based on customer preference.
- Mixed pigments and used proper techniques to achieve desired color.
- Recorded notes for future reference about customer preferences and services delivered.
- Determined appropriate hair treatments based on conditions and textures.
- Created memorable customer experiences, adding bonus services such as head and neck massages during appointments.
- Counted and documented opening and closing cash amounts daily.
- Completed wet styling, thermal styling, permanent waving and hair relaxing services.
- Permed, relaxed and bleached hair for customers daily.
- Distributed business cards outside of salon to generate new business.
- Completed in-home services for elderly clients unable to travel to salon.

HAIRSTYLIST 03/2022 to CURRENT

Cuts N Such | 1228 Rostraver Rd, Rostraver Pa. 15012

I Cut , Color ,and do Highlights, and Perms

On Customers .

Answer the phone n make Appointments

- Mixed pigments and used proper techniques to achieve desired color.
- Recorded notes for future reference about customer preferences and services delivered.
- Determined appropriate hair treatments based on conditions and textures.
- Counted and documented opening and closing cash amounts daily.
- Completed in-home services for elderly clients unable to travel to salon.

HAIRSTYLIST 10/2015 to 03/2019

724 Hair Salon | Tri County, Rostraver, Pa. 15012

- Scheduled customer appointments and rearranged individual time slots to meet demand.
- Suggested treatments and styles to suit customer appearance and fashion choices.
- Trimmed, cut and shaped hair and hairpieces based on customer preference.
- Mixed pigments and used proper techniques to achieve desired color.