

MON VALLEY CAREER & TECHNOLOGY CENTER

JOINT OPERATING COMMITTEE MEETING

February 1, 2024

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

(a) Pledge of Allegiance.

(b) Roll Call

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

_____ TBD (Beth Center Member) _____ Mr. Adam Wilkinson

_____ Mr. Barry Niccolai (California Member) _____ Mr. Randy Skrinjorich

_____ Mr. Charlie Yakich (Charleroi Member) _____ Mr. Dave Mongillo (Solicitor)

_____ Mr. Mark Panicucci (Monessen Member)

_____ Mrs. Heather Wilhelm (Ringgold Member)

_____ **2. Public Comment:**

_____ **3. Communications: Audit Report: Cypher and Cypher**

_____ **4. Minutes**

Motion to approve the minutes of the Board Meeting held on December 14, 2023.

(Attachment 1)

Motion made by: _____, Seconded by: _____

Question: _____, All in Favor: _____

_____ **5. Treasurer's Report**

Motion to approve the Treasurer's Report ending December 2023 January 2024. **(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 \$36,209.54. **(Attachment 3)**

Motion made by: _____, Seconded by: _____

Question: _____, All in Favor: _____

_____ 7. **Teacher Resignation**

Motion to approve the resignation of Chris Mance Automotive Teacher effective March 1, 2024. **(Attachment 4)**

Motion made by: _____, Seconded by: _____

Question: _____, All in Favor: _____

_____ 8. **Automotive Teacher**

Motion to approve Mr. Matthew Banai as Automotive Technology Teacher at Step 6 of Track 1 of the Collective Bargaining Agreement, at a starting salary of \$53,963.00. **(Attachment 5)**

Motion made by: _____, Seconded by: _____

Question: _____, All in Favor: _____

_____ 9. **Electrical Construction**

Motion to approve updated Welding Electrical Installation by IE Power to be paid through ARP ESSER Grant funding as a cost of \$228,500. **(Attachment 6)**

Motion made by: _____, Seconded by: _____

Question: _____, All in Favor: _____

____10. Veterinary Science

Motion to approve implementation of Veterinary Assistant CIP 01.8301 beginning the 24-25 school year. **(Attachment- Handout)**

Motion made by: _____, Seconded by: _____

Question: _____, All in Favor: _____

ADMINISTRATIVE REPORT:

____1. Welding Project, Tour Season and Career Exploration 2024, Enrollment Process.

COMMITTEE/SCHOOL REPORT:

ADJOURNMENT: Time _____

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

Next JOC Meeting: March 7, 2024 at 7:00 PM

MON VALLEY CAREER & TECHNOLOGY CENTER
JOINT OPERATING COMMITTEE MEETING MINUTES

December 14, 2023

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. Barry Niccolai, Mrs. Heather Wilhelm, Mr. Neil Henehan, Mr. Adam Wilkinson, Mr. Mark Panicucci, Mr. Randy Skrinjorich, Mr. David Mongillo

Communication: None

Minutes

Motion by Mr. Panicucci and seconded by Mr. Marchezak to approve the minutes of the Board Meeting held on November 3, 2023. (Attachment 1) Roll Call: 4-0

Treasurer's Report

Motion by Mr. Marchezak and seconded by Mr. Panicucci to approve the Treasurer's Report ending November 2023. (Attachment 2) Roll Call: 4-0

Bills for Payment

Motion by Mr. Panicucci and seconded by Mr. Marchezak to approve payment of bills in the amount of \$22,705.95. (Attachment 4) Roll Call: 4-0

Treasurer

Motion by Mr. Marchezak and seconded by Mr. Panicucci to appoint Heather Wilhem to fill the unexpired term of Treasurer. Roll Call: 4-0

Secretary

Motion by Mr. Marchezak and seconded by Mrs. Wilhelm to appoint Mark to fill the vacated term of Treasurer. Roll Call: 4-0

Reorganization

Motion by Mr. Marchezak and seconded by Mr. Panicucci to maintain all current officer positions for the 2024 calendar year as a matter of reorganization. Roll Call:4-0

Settlement Agreement and Mutual Release

Motion by Mr. Marchezak and seconded by Mr. Panicucci to approve the Settlement Agreement and Mutual Release between MVCTC and IU1. **(Attachment 4)** Roll Call:4-0

Revised Calendar

Motion to approve the revised calendar for the 23-24 school year. **(Attachment 5)** Roll Call:4-0

Resolution

Motion by Mr. Marchezak and seconded by Mr. Panicucci to authorize current officer's signature to be used during the month of December 2023. Roll Call: 4-0

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 Skills Competition on December 19.

COMMITTEE/SCHOOL REPORT: None

ADJOURNMENT:

Motion by Mr. Marchezak and seconded by Mr. Panicucci to adjourn the meeting at 7:17 PM.

Roll Call: 4-0

Next JOC Meeting: February 1, 2024 @ 7:00 PM

Mark Panicucci, Secretary

**TREASURER'S REPORT
ENDING DECEMBER 2023**

BALANCE, ending NOVEMBER 2023 \$ 1,777,523.02

REVENUE FOR DECEMBER 2023/MONEY MARKET \$ 254,383.32

\$ 251,840.30 State Fund
 2,543.02 Interest
\$ 254,383.32

REVENUE FOR DECEMBER 2023/OPERATING ACCOUNT \$ 90,393.05

\$ 82,029.51 District Payments
 3,441.66 Retiree Insurance
 2,637.88 Interest
 1,418.00 Skills refund
 741.00 Insurance refund
 125.00 Culinary sale
\$ 90,393.05

EXPENDITURES FOR DECEMBER 2023/OPERATING ACCOUNT \$ 318,858.72

\$ 107,292.03 Psers 3rd Quarter
 61,085.78 Payroll of 12-14-2023
 57,357.92 Payroll of 12-18-2023
 43,671.23 ACSHIC
 36,209.54 Bills for Payment
 5,320.00 I.U.
 2,648.98 Bills for Payroll
 1,436.80 Mlaker
 1,396.61 Authority of the Borough of Charleroi
 874.36 Sky Oxygen
 608.08 Scott Electric
 350.00 AB Specialties
 325.00 PFE Corporation
 142.30 Duritza's
 140.09 Amazon
\$ 318,858.72

BALANCE, end DECEMBER 2023 \$ 1,803,440.67

CAPITAL RESERVE

BALANCE, ending NOVEMBER 2023	\$	602,292.43
<u>REVENUE FOR DECEMBER 2023</u>	\$	3,927.65
\$ 3,857.87 District Bond Payment		
69.78 Interest		
\$ <u>3,927.65</u>		
<u>EXPENDITURES FOR DECEMBER 2023</u>	\$	-0-
BALANCE, ending DECEMBER 2023	\$	606,220.08

STUDENT ACTIVITIES

BALANCE, ending NOVEMBER 2023	\$	71,490.36
<u>REVENUE FOR DECEMBER 2023</u>	\$	1,320.00
\$ 1,320.00 Snack Shack		
<u>EXPENDITURES FOR DECEMBER 2023</u>	\$	1,650.00
\$ 1,320.00 Hartsek Catering		
330.00 Skills District 9		
\$ <u>1,650.00</u>		
BALANCE, ending DECEMBER 2023	\$	71,160.36

Treasurer's Report
Ending January 2024

BALANCE, ending DECEMBER 2023 \$ 1,803,440.67

REVENUE FOR JANUARY 2024/MONEY MARKET \$ 23,975.23

\$ 20,988.04 State Fund
 2,987.19 Interest
\$ 23,975.23

REVENUE FOR JANUARY 2024/OPERATING ACCOUNT \$ 404,350.25

\$ 400,795.43 District Payments
 2,657.82 Interest
 294.00 Uniform sales
 270.00 Driving Pass
 233.00 Culinary sale
 100.00 Shop Supplies
\$ 404,350.25

EXPENDITURES FOR JANUARY 2024/OPERATING ACCOUNT \$ 426,043.58

\$ 211,910.40 Sky Oxygen ACH
 64,827.63 Payroll of 1-25-2024
 54,221.75 Payroll of 1-11-2024
 43,555.03 ACSHIC
 27,555.39 Bills for Payment
 13,915.58 Fieldcrest
 4,063.56 West Penn Power
 2,648.98 Bills for Payroll
 1,246.67 UGI
 788.66 Burmax
 454.05 Steratore
 221.00 Van Beck
 200.00 Sky Oxygen
 195.46 Amazon
 176.00 Stahl's
 39.32 Gordon Food
 24.10 Beacon
\$ 426,043.58

BALANCE, end JANUARY 2024 \$ 1,805,722.57

CAPITAL RESERVE

BALANCE, ending DECEMBER 2023	\$	606,220.08
<u>REVENUE FOR JANUARY 2024</u>	\$	15,227.27
\$ 15,155.02 District Bond Payment		
<u> 72.25</u> Interest		
\$ 15,227.27		
<u>EXPENDITURES FOR JANUARY 2024</u>	\$	-0-
BALANCE, ending JANUARY 2024	\$	621,447.35

STUDENT ACTIVITIES

BALANCE, ending DECEMBER 2023	\$	71,160.36
<u>REVENUE FOR JANUARY 2024</u>	\$	1,202.00
\$ 1,164.00 Snack Shack		
<u> 38.00</u> Fall Social		
\$ 1,202.00		
<u>EXPENDITURES FOR JANUARY 2024</u>	\$	18,134.21
\$14,487.00 Leadership Skills		
2,808.00 Sarris		
751.00 Skills USA		
<u> 88.21</u> Travelin Tom		
\$ 18,134.21		
BALANCE, ending JANUARY 2024	\$	54,228.15

**Mon Valley Career & Technology Ctr
List Of Payments 2023-2024**

Check Dates 12/01/23 - 12/31/23

Check # 00000001 - 00029855

Vendor Name	Check	Date	Description	Check Amount
Bank Account: 10-0100-000-000-00-00-000 Bank Acct For Fund 10-OPERATING				
Amazon Capital Services	00024973	12/14/23	T&I/GeneralSupplies	\$69.95
	00024974	12/14/23	StudentActivity/Miscella	\$67.15
	00024975	12/14/23	Administrative/Gen.Suppl	\$94.72
	00024976	12/14/23	Perkins/GeneralSupplies	\$721.37
	00024977	12/14/23	Perkins/GeneralSupplies	\$262.28
	00024978	12/14/23	AudioVisual/GeneralSupp	\$70.59
	00024979	12/14/23	StudentActivity/Miscella	\$48.79
BURMAX COMPANY, INC.	00024980	12/14/23	T&I/GeneralSupplies	\$70.00
COMCAST	00024981	12/14/23	Oper/Maint/Telephone/Post	\$624.58
	00024982	12/14/23	Oper/Maint/Telephone/Post	\$291.33
DURITZAS MARKET	00024983	12/14/23	T&I/GeneralSupplies	\$93.56
Fieldcrest Steel Corporation	00024984	12/14/23	ESSER - General Supplies-education	\$7,000.00
J.C. Ehrlich	00024985	12/14/23	Oper/Maint/ContractedSer	\$201.04
Lowe's	00024986	12/14/23	T&I/GeneralSupplies	\$7,818.84
NEIL HENEHAN	00024987	12/14/23	Administrative/Travel	\$220.08
O'REILLY AUTOMOTIVE INC	00024988	12/14/23	Oper/Maint/GeneralSuppli	\$45.19
PA SCDU	00024989	12/14/23	WAGEATTACHMENTPAYABLE	\$184.62
PEOPLES	00024990	12/14/23	Oper/Maint/Fuel/Building	\$1,322.66
PROSOFT TECHNOLOGIES, INC.	00024991	12/14/23	Adm/ContractedServices	\$353.60
SAM'S CLUB MC/SYNCB	00024992	12/14/23	T&I/GeneralSupplies	\$2,430.04
SCOTT ELECTRIC	00024993	12/14/23	T&I/GeneralSupplies	\$1,276.73
	00024994	12/14/23	T&I/GeneralSupplies	\$53.82
SKY OXYGEN	00024995	12/14/23	T&I/GeneralSupplies	\$948.60
	00024996	12/14/23	T&I/GeneralSupplies	\$655.88
	00024997	12/14/23	T&I/GeneralSupplies	\$2,687.03
STERATORE SANITARY SUPPLY	00024998	12/14/23	Oper/Maint/ContractedSer	\$480.60
	00024999	12/14/23	Oper/Maint/GeneralSuppli	\$99.05
TOSHIBA FINANCIAL SERVICES	00025000	12/14/23	T&I/ContractedServices	\$2,539.21
UGI ENERGY SERVICES, LLC	00025001	12/14/23	Oper/Maint/Electricity	\$1,015.38
Work Partners	00025005	12/14/23	Oper/Maint/ContractedSer	\$523.00
VALLEY 1ST COMMUNITY FCU	00025002	12/14/23	CREDITUNIONPAYABLE	\$200.00
WEST PENN POWER	00025003	12/14/23	Oper/Maint/Electricity	\$51.85
	00025004	12/14/23	Oper/Maint/Electricity	\$3,688.00
Report Total				\$36,209.54

Christopher Mance
Automotive Technology Teacher
Mon Valley CTC
302 Owens Ave. Mckeesport, PA 15133

Mon Valley CTC
Director: Neil Henehan
5 Guttman Ave. Charleroi, PA 15022

January 2, 2024

Dear Mr. Henehan,

I am writing to inform you of my decision to resign from my current position as Automotive Technology Teacher at Mon Valley CTC, Effective March 1, 2024.

I have greatly enjoyed my time at MVCTC over the past 7 years. The excitement of building a program from the ground up and watching students change their lives using what they gained is a feeling I simply can not put into words. I can not think of a better environment for an educator to grow, impact the community and experience success. I can truly say this school is a family; they are there for you through thick and thin and never turn down an opportunity to help and support.

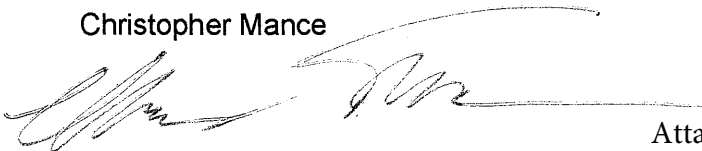
The act of leaving a job you enjoy, in a career path you love is not an easy one. I started my post secondary life with the goal of having my own Technology Education classroom. From that decision, I have had an amazing journey full of variables, deviations, decisions and experiences... and would not have wanted it any other way. I have been given the opportunity to meet that initial goal, 19 years later in the district that my family calls home. It is with much thought and feelings that I make the choice to continue my journey.

It is my desire to make this transition a positive one for both our students, and our school. I am committed to assisting in any way possible during this time of transition, and will continue to teach with the same level of care and enthusiasm as I always have.

Thank you again for the opportunity to teach at MVCTC, it truly has been an amazing 7 years.

Sincerely,

Christopher Mance

A handwritten signature in black ink, appearing to read 'Christopher Mance', is written over a horizontal line. The signature is fluid and cursive.

Attachment 4

Matthew Banai

Sales Professional

203 Chestnut St. Stockdale, PA 15483

Mbanai05@yahoo.com

724-407-3134

Highly motivated Sales Professional with almost a decade of experience and a proven track record of closing deals and exceeding goals. Seeking an opportunity to utilize my skills in a rewarding position that I can take to the next level to initiate new business sales.

EXPERIENCE

2014 – PRESENT

SALES CONSULTANT, SOLOMON FORD

I earned the Employee Excellence Level 3 Achiever Award presented by Ford three years in a row. Sold over 1300 new and used vehicles in almost 10 years. Sold more than \$2 million worth of inventory. I continue to demonstrate the ability to meet and exceed goals by generating business with new, repeat, and referral clients.

Makes in person, phone calls, text, and email contacts with new and previous clients.

Built Strong customer relationships based on trust and mutual respect.

Ability to meet and exceed acquisition goals.

Learned to overcome objections and thrive within sales situations.

Perform duties as assigned and complies with all state and federal laws.

Ability to obtain personal credit information to find the best financing options for my clients.

Discuss financing options for the best interest of my clients.

2012 – 2014

UNDER COATING TECHNICIAN, SOLOMON FORD

Was responsible for the undercoat and rust proof application for new and used vehicles.

Cleaned exterior and undercarriage of vehicle before applying product.

Completed each task as quickly, with quality and highest standards in mind.

Cleaned and kept up on equipment to prevent less repairs.

Adhered to safety protocols and all safety regulations.

EDUCATION

HIGH SCHOOL DIPLOMA

BENTWORTH HIGH SCHOOL

JUNE 2001-2005

BENTLEYVILLE, PA

SKILLS

- Successful ambition and drive / Goal Oriented
- Proficient in Autosoft
- CRM Software
- B2B Inside Sales
- Excellent Communication
- Wide product knowledge
- Excellent Negotiation Skills
- Instilling trust in my customers / building rapport

I am passionate about sales, a go-getter and a people person. I believe that excellent customer service brings repeat customers, and I am a firm believer that trust goes a long way. Professional, honest, straight-forward relationships with my customers are my goal. As a father and a husband, integrity is a key part of my world. I strive to adhere to moral principles and professional standards.

IE POWER

January 12, 2024

Customer: Mr. Neil Henehan

Mon Valley Career & Technology Center
5 Guttman Ave
Charleroi, PA 15022

Email: nheenehan@monvalleyctc.org

Project: Welding Shop Renovation

Estimate Number: E-2988-23 REV 2

Dear: Mr. Henehan,

We are pleased to provide a proposal to perform the electrical work associated with the construction of the above-named project.

This proposal includes the following items:

1. Furnish all labor, supervision, material, tools, equipment, and services required to perform the electrical work on the above-named project and as described below.
2. Furnish and install (3) Reconditioned GE 400A bus plug disconnects.
3. Furnish and install (3) 400A 208V 3PH panels. Panels to be installed on balcony wall in the welding shop.
 1. (15) 50A 2P Breakers (E).
 2. (2) 20A 1P Breakers (E).
4. Furnish and install conduit and wire per code requirements between 400A bus plug disconnects and 400A panels.
5. Install (37) 50A 2P receptacles in welding booths. Receptacles, backboxes, and conduit stubs above weld booths are to be provided by owner.
 1. Furnish and install (37) 50A 2P circuits from new 400A panels to new welding booths.
6. Furnish and install (1) Reconditioned GE 600A bus plug disconnect.
7. Furnish and install (1) 225KVA 208 to 460V indoor step up transformer.
8. Furnish and install conduit and wire per code requirements between 600A bus plug disconnect and 225KVA transformer.
9. Furnish and install conduit and wire per code requirements between 225KVA transformer and 200A disconnect.
10. Furnish and install conduit and wire per code requirements between 200A disconnect and VFD.
11. Install VFD furnished by others.
12. Furnish and install conduit and VFD cable per Lincoln Electric drawings between VFD and 200A disconnect.

IE POWER

13. Furnish and install conduit and VFD cable per Lincoln Electric drawings between 200A disconnect and 75HP motor.
14. Furnish and install (1) 20A 1p circuit from new panel to Dust collection unit.
15. Furnish and install (1) 20A 1p circuit from new panel to Dust collection control panel.
16. Furnish and install (1) Reconditioned GE 200A bus plug disconnect.

This proposal does not include the following items:

1. Permit, Bond or 3rd party inspection fees. These are to be obtained and paid for by others if required.
2. Faulty existing conditions that do not meet the latest edition of the NEC. Faulty conditions will be identified for direction by the owner.
3. Corrections to errors in design by others.
4. Lost time due to delays by others.
5. Engineering fees and drawings.
6. Prevailing wage and benefits.
7. Furnishing of weld both receptacles and back boxes.

Clarifications to this proposal:

1. This estimate is based on our interpretation of the scope of work, and information received via site visit and emails from Neil Henehan.
2. IE Power is not an engineering firm. We have given our most accurate representation of what we believe would be required for this project. IE power recommends the owner consult a professional engineering firm to confirm and verify all power requirements.
3. This contractor shall not be held liable for errors or omissions in designs by others, nor inadequacies of materials and equipment specified or supplied by others.
4. IE Power to utilize owners' onsite forklift and scissor lift.
5. Quote shall remain valid for Thirty (30) days.

Proposal Price: Two Hundred Twenty-Eight Thousand Five Hundred Dollars (\$228,500.00).

Thank you for the opportunity to provide you with an Estimate. Please feel free to contact me at 724-991-2352 or email josh.cable@iepowerllc.com with any questions or if you require additional information.

Sincerely,

IE POWER, LLC



Josh Cable
724-991-2352
josh.cable@iepowerllc.com