

NORTHERN WESTMORELAND CAREER & TECHNOLOGY CENTER

SUMMARY OF JOC MEETING

December 7, 2023

1. Approved the Minutes of the regular Joint Operating Committee meeting of October 19, 2023.
2. Approved the Treasurer's Report for October and November, 2023
3. Approved the Ratification of Bills for November 2023 and the payment of bills for December 2023
4. Approved the Ratification of Investments for October and November 2023
5. Approved the Joint Operating Committee Meeting dates and times for 2024 per the attached meeting calendar
6. Authorized Coleen Steim, Business Manager to make necessary budgetary transfers for December 2023 as shown on the attached display
7. Approved the General Advisory Committee as presented
8. Accepted the Local Audit Report of Hosack, Specht, Muetzel & Wood LLP, Certified Public Accountants, for the fiscal year ended June 30, 2023 including withholding \$164,362.16 from the payback due to member districts and to include encumbrances in the amount of \$159,153.71, and adult education in the amount of \$5,208.45 for the fiscal year 2022-2023 and refund payments to member districts per the accepted audit report Note 5 Due to Member Districts
9. Approved the 2023-2024 school year faculty club advisors and student officers as presented
10. Authorized the administration to pay December and January bills which are due prior to the next scheduled meeting on January 18, 2024; and be it further resolved that documentation listing all bills will be presented at said meeting for ratification
11. Approved the Coterra Energy Educational Improvement Tax Credit Program Commonwealth Charitable Management scholarship in the amount of \$2,400.00 for students to purchase career specific material and certification
12. Approved the resolution to add Dr. Hicks electronic signature agreement with PDE for contracts, agreements, grants and/or licenses submissions.
13. Approved the BotsIQ School Grant through the Westmoreland-Fayette Workforce Development Board in the amount of \$1,050.00 for BotsIQ Competition supplies.
14. Approved the supplemental employment agreement with Jill Awees for NTMA coordination services for 2023-2024

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15. Accepted the resignation of Ms. Stefanie Serena, Paraprofessional effective December 21, 2023
16. Approved the employment of Stacy Radeshak as Shop Aide for the 2023-2024 school year at a rate of \$18.00/hour, 6 hours per day with no benefits upon receipt and acceptance of pre-employment forms and required clearances