

Agenda of Regular Meeting

The Joint Operating Committee Central Westmoreland CTC

A Regular Meeting of the Joint Operating Committee of Central Westmoreland CTC will be held Thursday, August 6, 2026, beginning at 6:30 PM Great Hall , 240 Arona Road, New Stanton, PA 15672.

1. Opening Procedures

Description: Call to order at _____ by the Chairperson

Pledge of Allegiance

Roll Call

_____ Ms. Stacey Livengood, Belle Vernon
_____ Ms. Robin Savage, Greensburg Salem
_____ Dr. Scott Learn, Hempfield
_____ Mr. Tim Mortimore, Jeannette
_____ Mr. Don Seder, Mt. Pleasant
_____ Mr. Heath Shrum, Norwin
_____ Mr. Jim Matarazzo, Penn Trafford
_____ Mr. John Eutsey, Southmoreland
_____ Ms. Monica Ustazewski, Yough

Other attendees:

_____ Dr. Jason Lucia, Administrative Director
_____ Ms. Darcy Szymkiewicz, Assistant Director of CTE
_____ Mr. Dan Glover, Business Manager
_____ Ms. Heidi Fedorko, Confidential Secretary
_____ Mr. Russell Lucas, Solicitor

Amendments:

Public Comments:

Communications:

2. Approval of the Minutes

2.A. Approval of the Minutes

Description: Motion to approve the minutes of the JOC meeting held on June 3, 2026.

Motioned _____ Seconded _____ Vote _____

Comments:

2.B. Amendment of the Agenda

Description: Motion to amend the agenda to add the following items for action by the JOC:

Item 5.H. Amend Policy #210

Description: Motion to amend Policy #210 as presented to add Certified Medical Assistants (CMAs) as eligible administrators of medications, and to waive the second reading and adopt immediately the amended Policy.

Item 8.L. Adjust Professional Employee Status from Part-Time to Full-Time

Description: Motion to change the employment status of Nicole Destefano from part-time to full-time effective for the 2026-2027 school year.

Motioned _____ Seconded _____ Vote _____

Comments:

3. Administrative Report

Description:

Dr. Jason Lucia, Administrative Director

4. Financial Updates

4.A. Treasurer's Reports/Recommendations

Description: Motion to approve the financial status of the various accounts and make a recommendation for the payment of bills.

Motioned _____ Seconded _____ Vote _____

Comments:

5. General Items

5.A. NTMA Apprenticeship Program Agreement

Description: Motion to approve the NTMA agreement and instructors list for adult education for 2026-2028 with final review and approval of the center's solicitor

Motioned _____ Seconded _____ Vote _____

Comments:

5.B. Permission to Advertise

Description: Motion to permit the Administration to advertise for positions as deemed necessary during the 2026-27 school year.

Motioned _____ Seconded _____ Vote _____

Comments:

5.C. Budgetary Amendment

Description:

Motion to grant administration the authority to amend the budget to reflect additional grants, revenues, and expenditures not in the original budget, pursuant to section 609 School Code for the 2026-27 school year.

Motioned _____ Seconded _____ Vote _____

Comments:

5.D. Extra-Curricular Activities Approval

Description:

Motion to approve for the Administrative Director to approve all daily extra-curricular activities for the 2026-27 school year.

Motioned _____ Seconded _____ Vote _____

Comments:

5.E. Student Handbook

Description: Motion to approve the 2026-27 Student Handbook as presented, with the final form of the document subject to the solicitor's review and approval.

Motioned _____ Seconded _____ Vote _____

Comments:

5.F. Satellite Program Agreements

Description: Motion to approve satellite programs within sending districts, with final approval of Agreement of Lease and Agreement for Establishment and Operation by the solicitor.

Motioned _____ Seconded _____ Vote _____

Comments:

5.G. Health and Safety Plan

Description: Motion to approve the Pennsylvania Department of Education ARP/ESSER Health and Safety Plan, as presented, for the 2026-27 school year. No revisions have been made.

Motioned _____ Seconded _____ Vote _____

Comments:

5.H. Amend Policy #210

Description: Motion to amend Policy #210 as presented to add Certified Medical Assistants (CMAs) as eligible administrators of medications, and to waive the second reading and adopt immediately the amended Policy.

Motioned _____ Seconded _____ Vote _____

Comments:

6. Contracted Services

6.A. Questeq E-Rate Proposal 27-28

Description: Motion to approve the Questeq E-Rate Services Proposal for the period of July 1, 2027-June 30, 2028.

Motioned _____ Seconded _____ Vote _____

Comments:

6.B. Transportation Services Agreement

Description: Motion to approve the Transportation Services Agreement with DMJ Transportation, Inc. with final review and approval by the center's solicitor.

Motioned _____ Seconded _____ Vote _____

Comments:

6.C. Contract Renewal - Anne Briggs

Description: Motion to approve a contract with Anne Briggs for the 2026-27 school year for Vocational Rehabilitation Services at a rate of \$30/hour paid through grant

funding.

Motioned _____ Seconded _____ Vote _____

Comments:

7. Travel Requests

7.A. PACTA 2026 CTE Fall Workshops

Description: Motion to approve for Michelle DeLuca to attend the PACTA 2026 CTE Fall Workshops at the Penn Stater Hotel & Conference Center in State College, PA, from October 1st -October 2nd at an approximate cost of \$550.

Motioned _____ Seconded _____ Vote _____

Comments:

7.B. Human Resources Bootcamp Workshop

Description: Motion to approve for Renee Jones to attend the Human Resources Bootcamp Workshop in Harrisburg, PA on October 6, 2026 at an approximate cost of \$600.

Motioned _____ Seconded _____ Vote _____

Comments:

7.C. 2026 PA Cooperative Education Conference

Description: Motion to approve for Debbie Grindle and Paige Ponsonby to attend the 2026 PA Cooperative Education Conference at the Penn Stater Hotel and Conference Center, in State College, PA on October 15 & 16 2026, at an approximate cost of \$1,000. (PCEA-Pennsylvania Cooperative Education Association)

Motioned _____ Seconded _____ Vote _____

Comments:

8. Personnel

8.A. Recognition of Instructors Achieving Tenure

Description: Motion to publicly recognize the following Central Westmoreland Career and Technology Center (CWCTC) instructors who have achieved tenure:

Brian O'Dell
Janet O'Dell
Bob Pelzer
Colby Pettis

Chris Wagner

Motioned _____ Seconded _____ Vote _____

Comments:

8.B. Revised Organization Chart and Updated Job Titles

Description: Motion to approve the revised organization chart and updated job titles, as presented. (see attached drafted org chart)

Motioned _____ Seconded _____ Vote _____

Comments:

8.C. Supervisor Of Workforce Education Position

Description: Motion to hire Paige Ponsonby as Supervisor of Workforce Education, effective immediately for the 2026-2027 school year at a Salary of \$85,000, pending receipt of all necessary clearances and submission of any other necessary documents.

Motioned _____ Seconded _____ Vote _____

Comments:

8.D. Dean of Students Position

Description: Motion to hire Brian O'Dell as Dean of Students, effective immediately for the 2026-2027 school year at Year 10 (salary of \$71,054), 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 EA.

Motioned _____ Seconded _____ Vote _____

Comments:

8.E. Vocational Counselor Position

Description: Motion to hire Rena Ramsden as Vocational Counselor, effective immediately for the 2026-2027 school year at Year 14 (salary of \$61,918), 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 EA.

Motioned _____ Seconded _____ Vote _____

Comments:

8.F. Wellness In The Workforce Teacher Position

Description: Motion to hire Molly Hudson as a Wellness in the Workforce Teacher, effective for the 2026-2027 school year at Year 18 (salary of \$52,783), 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 EA.

Motioned _____ Seconded _____ Vote _____

Comments:

8.G. Construction Trades Teacher Position

Description: Motion to hire Brett Ginther as Construction Trades teacher, effective for the 2026-2027 school year at Year 15 (step 4; salary of \$59,635), 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 EA.

Motioned _____ Seconded _____ Vote _____

Comments:

8.H. Workbased Learning Coordinator (R&D) Position Transfer

Description: Motion to transfer Christine Richards to the position of Workbased Learning Coordinator (Restoration & Design), effective immediately for the 2026-2027 school year at Year 6 (salary of \$80,189), pending receipt of all necessary clearances and submission of any other necessary documents.

Motioned _____ Seconded _____ Vote _____

Comments:

8.I. CTTA New Hire

Description: Motion to hire Paula Marks as a CTTA at an hourly rate of \$17.94/hour (approximate annual salary of \$25,161), effective immediately for the 2026-2027 school year, 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 ESPA.

Motioned _____ Seconded _____ Vote _____

Comments:

8.J. Substitutes

Description: Motion to approve the 2026-2027 list of substitute teachers, custodians, office and first aid personnel, pending receipt of valid clearances and documentation.

Teachers: V Duane Spencer, Vanessa Musgrove, Pat Walter, Joe O'Brien, Kayla Hollis, Debbie Brannaka, Pam Wortman, Katie Howell, Corry Vargo, Celena Colcombe, Julie Cope

1st Aid: Debbie Brannaka, V Duane Spencer, Katie Howell

Maintenance: Madison Lucia, Kevin McFeaters

Motioned _____ Seconded _____ Vote _____

Comments:

8.K. First Aid Medical Assistant

Description: Motion to hire Cassie Fletcher as the First Aid Medical Assistant effective for the 2026-2027 school year at the salary of \$44,241.60, pending receipt of all necessary clearances and submission of any other necessary documents, with all other terms and conditions as set forth in the CWCTC Admin 3 Compensation Plan.

Motioned _____ Seconded _____ Vote _____

Comments:

8.L. Adjust Professional Employee Status from Part-Time to Full-Time

Description: Motion to change the employment status of Nicole Destefano from part-time to full-time effective for the 2026-2027 school year.

Motioned _____ Seconded _____ Vote _____

Comments:

9. Solicitor

10. Adjournment

Description: Motion to adjourn at _____ until the next regular meeting on Thursday, September 3rd at 6:30 pm.

Motioned _____ Seconded _____ Vote _____

Comments:
