

**FORBES ROAD CAREER & TECHNOLOGY CENTER
COMBINED PLANNING/BOARD MEETING
MINUTES
THURSDAY, MAY 23, 2024**

The Combined Planning/Board Meeting of the Forbes Road Career & Technology Center was called to order at 6:00 p.m. in the Conference Center by President Larry Pollick.

Present: Allegheny Valley – Larry Pollick
East Allegheny – Erik Meredith
Gateway – Jack Bova
Highlands – Debra Lehew
Penn Hills – Erin Vecchio
Plum – Lindsay Arenth
Riverview – Stefani Garibay
Woodland Hills – Darnika Reed

Absent: Wilkinsburg – Anton Reed

Others: Edward McMullen, Administrative Director (via ZOOM); Bruce Dice, Solicitor; Jennifer Kautz, Business Manager/Board Secretary; Nicholas Falcon, Assistant Director; Michelle Wolfe, Principal

Audience: George Karnbauer, FRCTC Instructors; Suzanne Kuban, FRCTC PSEA President

Approval of Minutes –

Motion: Ms. Reed seconded Ms. Vecchio to approve the Minutes of the Combined Planning/Board Meeting of April 18, 2024.

Voice Vote: All Yes

Suspension of Business to Hear from Audience – None

Communications/Report from Director –

Mr. McMullen recognized George Karnbauer, Computer Networking & Security Instructor, for receiving WTAE's Teacher of the Month for the month of April. Several members thanked Mr. Karnbauer for his dedication to FRCTC and teaching.

Mr. McMullen informed the members the Forbes Road CTC budget has been distributed to all sending districts for their approval. To date, five of the nine districts have approved the budget and returned the ballot resolutions.

Mr. McMullen announced the annual Certificate Ceremony was held on Wednesday, May 15, 2024 at the Highlands High School. Mr. McMullen thanked those members who attended.

Mr. McMullen provided the members with the final enrollment report for the 2023/2024 school year. In addition, he provided the members with the most current enrollment for the 2024/2025 school year.

Mr. McMullen informed the members the administration, clerical, custodial and maintenance staff will work extended summer hours beginning June 3, 2024.

Mr. McMullen provided the members with the summer building improvement projects and technology updates that will be occurring over the summer months.

Lastly, Mr. McMullen informed the members that Mr. Falcon, Ms. Kautz and Mr. Stefancic attended the PACTA Construction Summit on May 1, 2024 at Greater Johnstown CTC. At the summit, they gained information regarding ESCO/GESA projects. Ms. Kautz and Mr. Stefancic have begun meeting with companies who specialize in ESCO/GESA projects.

Report from Superintendent of Record – Not Present

Report from Solicitor – No Report

Report from Finance Committee, Dr. Lehew, Chairperson –

Motion: Mr. Meredith seconded Ms. Vecchio to approve the following:

1. Accept the Treasurer's Reports for the General Fund Account, Cafeteria Fund Account, Student Activity Account and Capital Reserve Account for the month ending April 30, 2024.
2. Authorize the payment of the General Fund bills from April 20, 2024 to May 14, 2024 in the amount of \$352,697.32.
3. Authorize the payment of the General Fund bills submitted May 23, 2024 in the amount of \$278,458.96.
4. Approve naming PNC Bank as the depository for the Forbes Road Career & Technology Center for the 2023/2024 fiscal year.
5. Approve the PNC Bank proposal for the 2024/2025 Revenue Anticipation Note in the amount of \$4,600,000 at an interest rate of 5.392% with a maturity date of June 27, 2025, to be forwarded to each district for approval.
6. Approve the continued membership in the AIU Joint Purchasing Program for the 2024/2025 school year with Jennifer Kautz service as primary representative and Brandi Stover serving as the alternate representative.
7. Approve the insurance policy renewal as proposed by Arthur J Gallagher Risk Management Services for the period July 1, 2024 through June 30, 2025 as follows:

General Liability	\$33,590
Property	\$56,300
Automobile	\$ 4,659
Umbrella	\$10,185
School Leaders Legal Liability	\$ 4,889
Worker's Compensation	\$14,087
Other Insurances as Needed	\$ 4,851

8. Approve amending the 2023/2024 General Fund Budget to reflect the additional revenues and expenditures related to the receipt of the PDE Supplemental Equipment Grant.
9. Authorize the Business Manager to advertise for bids for asphalt milling and repaving of the driveway for the 2024/2025 fiscal year.
10. Approve the PIMS Service Order Form and Agreement between the PIMS People, LLC and Forbes Road CTC for the purposes of PowerSchool training and PIMS reporting effective July 1, 2024.
11. Approve budget transfers for the 2023/2024 school year.

Voice Vote: All Yes

Report from Policy/Curriculum Committee, Ms. Vecchio, Chairperson –

Motion: Ms. Garibay seconded Mr. Meredith to approve the following:

1. Authorize the use of Flexible Instruction Days for the 2024/2025 school year as approved by the Pennsylvania Department of Education.
2. Approve the following new textbooks for the 2024/2025 school year:

Heavy Duty Truck Systems (7th Edition) – Diesel Technology
NCCER Core Curriculum (5th Edition) – Electrical Technology
3. Approve changing CIP (46.9999) Building Construction Trades to CIP (46.0401) Building/Property Maintenance due to the change in the Pennsylvania Department of Education Program of Study classification which limited access to grant funding for the program.
4. Approve changing CIP (43.9999) Homeland Security, Law Enforcement to CIP (43.0107) Criminal Justice/Police Science due to the recommendation of the Occupational Advisory Committee and the supporting documentation as set forth in the Federal Emergency Management Agency (FEMA) labor market analysis endorsing career and technical instruction of employable work skills versus volunteer skills.

Voice Vote: All Yes

Report from Personnel Committee, Ms. Garibay, Member –

Motion: Mr. Meredith seconded Ms. Vecchio to approve the following:

1. Adopt Resolution 2024-1 Curtailing Academic Classes including English, Math, Science and Social Studies and Furloughing Math and Science Instructors
2. Approve hiring the following Instructional Assistant/Substitute Instructor for the position of Summer Custodial Workers at a rate of \$12.00 per hour effective May 28, 2024 until August 8, 2024

Jolene Davis
Scott Wilson

3. Approve terminating Susan Langer, Instructional Assistant/Substitute Instructor, effective May 20, 2024 due to abandonment of position

Voice Vote: All Yes

New Business –

Motion: Ms. Vecchio seconded Mr. Pollick to appoint Mr. Erik Meredith for the position of Board Treasurer for the 2024/2025 fiscal year.

Old Business – None

Adjournment –

The next Combined Planning/Board Meeting will be held on Thursday, June 27, 2024 at 9:30 a.m. in the Building One Conference Center.

Motion: Mr. Meredith seconded Ms. Vecchio to adjourn the Combined Planning/Board Meeting at 6:21 p.m.

Voice Vote: All Yes

Respectfully Submitted:



Jennifer Kautz, Board Secretary