

# PARKWAY WEST CAREER AND TECHNOLOGY CENTER JOINT COMMITTEE

May 3, 2022

## REVISED AGENDA

- I. Call to Order
- II. Pledge of Allegiance
- III. Roll Call
- IV. Residents' Comments
- V. Approval of Minutes of April 5, 2022 Meeting (**Enclosure 1**)  
**Action: Motion to approve**
- VI. Approval of Treasurer's Report and Budget Recap (**Enclosures 2 & 3**)  
**Action: Motion to approve**
- VII. Approval of Bills (**Enclosure 4**)  
**Action: Motion to approve payment of bills for the month of May 2022**
- VIII. Approval of Activities Account Fund Balance (**Enclosures 5**)  
**Action: Motion to approve**
- IX. Approval of Service Contracts for and May 2022 (**Enclosure 6**)  
**Action: Motion to approve**
- X. Communications
- XI. Dr. Copeland
  - A. Authorization to Make All Necessary Filings to the Department of Education to Alter or Curtail Educational Programs for the 2022-2023 School Year, Contingent on Enrollment  
**Action: Motion to authorize**
  - B. Permission for the Executive Director to Grant Military Leaves of Absence for the 2022-2023 School Year  
**Action: Motion to grant permission**
  - C. Permission to Sell Unused or Obsolete Supplies, Tools, Equipment, Textbooks, and Vehicles via On-Line Auction  
**Action: Motion to grant permission**
  - D. Independent Auditor's Report and Financial Statements for the Year Ended June 30, 2021 (**Enclosure 7 to be distributed**)
- XII. Mr. Snedeker
  - A. Student of the Month (**Enclosure 7A**)
  - B. National Technical Honor Society – April 27, 2022 (**Enclosure 8**)
  - C. Approval of Textbooks for Power Motor Sports Program for the 2022-23 School Year (**Enclosure 8A**)  
**Action: Motion to approve**

XIII. Mr. Hamilton

- A. Permission to Renew the Agreement with CSIU for Student Information System Software Including GURU Boards and On-Line Registration for the 2022-2023 School Year at an Approximate Cost of \$17,650.00 **(Enclosure 9)**  
**Action: Motion to renew**
- B. Permission to Renew the Agreement with CSIU for the Following Financial Software Applications: Fund Accounting, Assets Inventory, Consumables Inventory, Payroll, and Personnel for the 2022-2023. The Total Cost will be Approximately \$17,500.00 **(Enclosure 10)**  
**Action: Motion to renew**
- C. Permission to Renew the Agreement with CSIU for the Document Management System at an Approximate Cost of \$5,797.00 for the 2022-2023 School Year **(Enclosure 11)**  
**Action: Motion to renew**
- D. Permission to Move \$100,000 Assigned to Future Capital Projects to the Jointure Fund for the Cosmetology Renovation  
**Action: Motion to grant permission**
- E. Permission to Move \$200,000 Assigned to Future Capital Projects to the General Fund  
**Action: Motion to grant permission**

XIV. Committee Reports

- A. Building Committee  
Mr. Ostrander, Chairperson; Mr. Appel, Mrs. Helkowski, and Mr. Iagnemma, Members
- B. Educational Planning Committee  
Mrs. Murphy, Chairperson; Mrs. Barr, Mrs. Johnson, and Mrs. Petersen, Members
  - 1. It is Recommended that the Joint Operating Committee Adopt Resolution Number 1 of 2022, Flexible Instruction Day Plan, as Presented **(Enclosure 12)**  
**Action: Motion to adopt**
- C. Finance Committee Meeting  
Mrs. Helkowski, Chairperson, Mr. Ostrander, Mrs. Petersen, and Mrs. Shaw, Members
- D. Personnel Committee  
Mr. Choura, Chairperson, Mr. Appel, Mr. Dudash, and Mrs. Petersen, Members
  - 1. Permission to Employ Raymond Walkowiak as Supervisor of Building and Grounds Effective July 1, 2022 through June 30, 2025, at an Annual Salary of \$70,000 to Include Full Benefits Pursuant to the Employment Agreement as Presented **(Enclosure 13)**  
**Action: Motion to grant permission**
  - 2. Approval of Salaries for Staff for the 2022-2023 School Year **(Enclosure 14)**  
**Action: Motion to approve**
  - 3. Approval of Salaries for Part-Time Employees for the 2022-2023 School Year **(Enclosure 15)**  
**Action: Motion to approve**
  - 4. Reappointment of Dr. Christopher Gooch as School Physician for the 2022-2023 School Year at an Annual Stipend of \$2,000.00  
**Action: Motion to reappoint**

5. Permission for the Executive Director to Accept Resignations, Post, Hire and Employ Necessary Staff to Start the 2022-2023 School Year Upon Approval of the Personnel Committee with Ratification to Take Place at a Future Meeting

**Action: Motion to grant permission**

6. Permission to Post and Advertise a Paraprofessional for the 2022-2023 School Year

**Action: Motion to grant permission**

7. Permission to Employ Karlee Kovacs as a Substitute Teacher for the 2022-2023 School Year

**Action: Motion to grant permission**

8. Permission to Employ Andrew Burch as Custodian/Maintenance Effective May 4, 2022, at an Hourly Rate of \$22.08 to Include Full Benefits (**Enclosure 16**)

**Action: Motion to grant permission**

9. Permission to Employ Scott Miller as Automotive Technology Instructor, Effective for the 2022-2023 School Year, at an Annual Salary of \$65,000 to Include Full Benefits (**Enclosure 17**)

**Action: Motion to grant permission**

10. Permission to Post and Advertise an Anticipated Assistant Principal for the 2022 – 2023 school year

**Action: Motion to grant permission**

E. Policy Committee

Mrs. Murphy, Chairperson; and Mrs. Shaw, Members

1. Approve Changes to Policy No. 249 Bullying/Cyberbullying (**Enclosure 18**)

**Action: Motion to approve**

2. Review Changes to Policy 610 Purchases Subject to Bid/Quotation (**Enclosure 19**)

3. Review Changes to Policy 611 Purchases Budgeted (**Enclosure 20**)

4. Review Changes to Procurement Procedure Attachment for Policy 626 (**Enclosure 21**)

5. Review Changes to Policy 800.1 Electronic Signature/Records (**Enclosure 22**)

6. Review Policy 816 Center Social Media (**Enclosure 23**)

F. Nominating Committee

Mr. Dudash, Chairperson; Mr. Appel, and Mr. Choura, Members

1. Reappointment of Jeff Choura, Secretary for the Term July 1, 2022 to June 30, 2023

**Action: Motion to reappoint**

2. Reappointment of Daniela Helkowski, Treasurer for the Term July 1, 2022 to June 30, 2023

**Action: Motion to reappoint**

XV. Solicitor's Report

XVI. President's Report

XVII. Adjournment

**Action: Motion to adjourn**