

CENTRAL PENNSYLVANIA INSTITUTE OF SCIENCE AND TECHNOLOGY
PLEASANT GAP, PENNSYLVANIA

JOINT OPERATING COMMITTEE
REGULAR MEETING - 5:30 P.M.

MONDAY, JANUARY 13, 2020

BOARDROOM - CENTRAL PENNSYLVANIA INSTITUTE OF SCIENCE AND TECHNOLOGY

A G E N D A

- I. CALL TO ORDER
- II. ROLL CALL
- III. RECOGNITION OF VISITORS
- IV. REPORTS, PRESENTATIONS, OR COMMENTS BY VISITORS
Time limit of five minutes per presentation.
- V. PRESENTATIONS OR REPORTS
 - A. John Compton and Rick Bair from Baker Tilly – Single Audit Report
- VI. MINUTES
 - A. A motion to approve the minutes of the December 9, 2019 regular meeting.
- VIII. TREASURER’S REPORT AND PREPAID AND CURRENT BILLS
 - A. A motion to approve the treasurer’s reports to be filed for audit and approval of the prepaid and current bills as presented.
- IX. OLD BUSINESS
- X. NEW BUSINESS
 - A. Mrs. MaryAnn Volders – Vice-President of Secondary Education’s Report
 - B. Mr. Todd Taylor – Vice-President of Post-Secondary Education’s Report
 - C. Mr. David Van Buskirk – Business Manager’s Report
 - D. Dr. Richard C. Makin – President’s Report
 - E. Dr. Michelle Saylor – Chief School Administrator’s Report
- XI. CONSENT AGENDA
All matters taken under this section are considered routine, and action will be taken by one motion. There will be no separate discussion of these items. If discussion is desired, that item will be removed from the Consent Agenda and considered separately.
 - A. ADMINISTRATIVE
 1. Approval to accept the Financial Statements and Supplementary Information for fiscal year ending June 30, 2019. (Attachment #1)

2. *Approval of a contract with Snyder Brothers Inc. for a 2-year fixed natural gas contract at a price of \$2.786 per Dth (Dekatherm) with Premier Power Solutions acting as CPI's energy purchasing consultants. Premier's fee is \$0.15 per Dth. The contract period is July 1, 2020 to June 30, 2022. (Attachment #2)*

B. PERSONNEL

1. *Approval to hire Dr. Ryan Cavanaugh as a consultant for the Physical Therapy Assistant program with a stipend not to exceed \$3,000 retroactive to December 12, 2019. Pending receipt of the FBI Criminal Background Check, Pennsylvania State Police Criminal History Report, Pennsylvania Child Abuse History Certification, Recognizing and Reporting Child Abuse Training Certificate, and Sexual Misconduct/Abuse Disclosure Release. (Attachment #3)*
2. *Approval to hire Stephenie Cianfrani as an instructor for the Centre County Public Safety Training Center at an hourly rate of \$21.00 and \$17.00 for lead instructor and assistant instructor responsibilities respectively, effective January 13, 2020. All clearances have been received.*
3. *Approval to hire Francis Cianfrani as an instructor for the Centre County Public Safety Training Center at an hourly rate of \$21.00 and \$17.00 for lead instructor and assistant instructor responsibilities respectively, effective January 13, 2020. All clearances have been received.*
4. *Approval to hire Cameron Smith as a substitute custodian at an hourly rate of \$8.00 effective January 14, 2020. (Attachment #4)*
5. *Approval to increase the stipend for mentors from \$250.00 to \$300.00 retroactive to July 1, 2019.*
6. *Approval to appoint John Fike, Diesel Repair Technology Instructor, as mentor for Chris Skelly, Heavy Equipment Operations Instructor, for the remainder of the 2019-2020 school year with a stipend of \$300.00.*
7. *Approval for the President to appoint staff to vacancies not yet filled or to those that become open until the Board can take action at the next regular meeting on February 17, 2020.*

C. INFORMATION

1. *Secondary and Intergenerational enrollment figures as of January 1, 2020. (Attachment #5)*
2. *Adult Full-Time program enrollment figures as of December 19, 2019. (Attachment #6)*
3. *DATE SAVER – Career Days Schedule
Bellefonte – January 22 & 23
Penns Valley – January 30*

XII. ADJOURNMENT

XIII. *EXECUTIVE SESSION*

Executive Session, if necessary, for the discussion of matters of employment, real estate, litigation, collective bargaining, and other matters which if conducted in public would violate lawful privilege as defined by Act 84.

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