

The regular meeting of the Central Pennsylvania Institute of Science and Technology Joint Operating Committee was held in the Conference Room of the Central Pennsylvania Institute of Science and Technology at 540 North Harrison Road, Pleasant Gap, Pennsylvania on Monday, November 12, 2018.

Present were:

Committee Members: Ms. Mary Ann Hamilton  
Ms. Kimberly Hearn  
Mr. Chris Houser  
Mrs. Tina Greene  
Mr. Darren Narber  
Dr. Michelle Saylor, Superintendent of Record  
Mr. David Van Buskirk, non-voting Treasurer  
Mrs. Theresa Brickley, non-voting Secretary

Staff Members: Dr. Richard C. Makin  
Mr. Todd Taylor  
Mrs. MaryAnn Volders  
Dr. Scott Etter, Solicitor

Visitors: Mr. Timothy Beckenbaugh

Ms. Hamilton called the regular meeting to order at 5:32 p.m.

Roll was called: Ms. Hamilton, Ms. Hearn, Mrs. Greene, and Mr. Houser were present. Mr. Narber arrived at 5:40 p.m.

Mr. Beckenbaugh gave a presentation and handouts titled "Hungry for Travel" which was information about an out-of-country 10 day trip to Italy.

An executive session was called at 5:48 p.m. to discuss matters of litigation and safety which if discussed in public would violate lawful privilege as defined by Act 84.

The meeting reconvened at 6:17 p.m.

Ms. Hearn moved, seconded by Mr. Houser, approval of the minutes of the regular meeting held on October 8, 2018. Motion carried.

Mr. Narber moved, seconded by Mrs. Greene, approval of the Treasurer's reports to be filed for audit and approval of the prepaid and current bills as presented.

Roll call vote as follows:

Mrs. Greene	yes	Mr. Houser	yes	Mr. Narber	yes
Ms. Hamilton	yes	Ms. Hearn	yes		

Old Business:

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New Business:

Business Manager:

Mr. Van Buskirk reviewed the E-Rate agreement and salvage items that are on the consent agenda for approval.

Vice-President of Secondary Education:

Mrs. Volders reported the written Pre-NOCTI results were: Advanced 58.2%, Competent 32%, and Basic/Below Basic 9.8%; six teams and their instructor, Mr. Sipe, will attend the Top Tech Challenge competition on November 30 and December 1 at Universal Technical Institute in Exton, PA; and the Culinary Arts students competed in the ProStart "Chopped" competition on November 9<sup>th</sup> at the Greater Johnstown Career and Technology Center and were crowned the 2<sup>nd</sup> Annual Chopped Champions.

Vice-President of Post-Secondary Education:

Mr. Taylor reported that we have a hearing with PDE on November 15<sup>th</sup> for full distance education approval to deliver specialized degree programs; we utilize the BlackBoard Learn<sup>®</sup> Management System (LMS); like the secondary side, CPI AST programs utilize Guides4Learning curriculum and lesson plan software; CPI applied for and received \$22,500 from the Caterpillar Foundation's Dealer Excellence Fund to improve our CAT/Ariel Natural Gas Compressor program; and he gave an update on the CPI Dental Van.

President:

Dr. Makin reported that CPI held a breakfast on Friday for all student and staff members who are veterans or currently serving military; he reviewed the consent agenda items; Mrs. Volders was named the PA SkillsUSA Central Region Administrator of the Year; the Heroscape dedication was last Friday at the American Legion in Centre Hall which was a great opportunity for CPI to give back to the community; Tom Songer, CPI Foundation Chair, was honored at the Renaissance Dinner at Penn State; Dr. Saylor will be the Wednesday evening keynote speaker at the Integrated Learning Conference and Mrs. Volders will be a presenter as well; he reviewed the Career Days schedule; and the Festival of Trees will be held on December 7-9 at CPI.

Superintendent of Record:

Dr. Saylor spoke about her and Mrs. Volders' presentations for the Integrated Learning Conference.

Mrs. Hamilton requested that approval of a ten-day out-of-country learning opportunity to Italy on July 1-10, 2019 be added to the consent agenda for approval.

Ms. Hearn moved, seconded by Mr. Houser approval of an out-of-state travel request for Mr. Todd Taylor to travel to Ariel Corporation's Headquarters in Mt. Vernon, OH on December 4-5, 2018; approval of the 2018-2019 Occupational Advisory Committee members for each program area; approval for Mike Sipe, Automotive Technology Instructor, and student competitors Travis Billett (BHS), Josh Bloom (BEA), Luke Bloom (BEA), Quentin Confer (PV), Lane Casher (BEA), Noah Heiser (BHS), Garrett Johnsonbaugh (BHS), Austin Lucas (BHS), Adam Muldonado (BHS), Isaac Spotts (PV), Alan Stever (BHS), and Kolton Peckneff (BHS), to attend the UTI Top Tech Challenge in Exton, PA, on

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November 30 - December 1, 2018; approval to renew E-Rate Consulting Agreement with The KSL Group in the amount of \$1,000 effective July 1, 2019 to June 30, 2020; approval of the Comprehensive Plan effective July 1, 2019 to June 30, 2020; approval to hire Josh Harper as a Post-Secondary Education adjunct instructor at a pay rate that will vary contingent on course taught effective November 6, 2018, 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; approval to hire Robert Shafer as HVAC Assistant Instructor at a salary of \$26,850 effective November 12, 2018; approval to accept the resignation of Kim Wiesner, Curriculum Specialist, retroactive to October 9, 2018; approval to accept the resignation of Andrew Laub, HVAC Assistant Instructor, effective November 9, 2018; approval to accept the resignation of Benjamin Detwiler, Precision Machine Instructor, with an effective date of January 15, 2019, or an earlier date if CPI is able to secure a replacement instructor prior to January 15; 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 December 10, 2018; and approval of a ten day Out-of-Country learning opportunity to Italy on July 1-10, 2019.

Roll call vote as follows:

Ms. Hamilton	yes	Ms. Hearn	yes	Mrs. Greene	yes
Mr. Houser	yes	Mr. Narber	yes		

Motion carried.

Ms. Hearn moved, seconded by Mrs. Greene to adjourn.

At 6:45 p.m. Ms. Hamilton adjourned the meeting.

Secretary