

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, May 20, 2019.

Present were:

Committee Members: Ms. Mary Ann Hamilton
Ms. Kimberly Hearn
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 – by phone
Mr. Todd Taylor
Mrs. MaryAnn Volders
Dr. Scott Etter, Solicitor

Visitors: None

Ms. Hamilton called the regular meeting to order at 5:30 p.m.

Roll was called: Ms. Hamilton, Ms. Hearn, Mrs. Greene, and Mr. Narber were present. Ms. Hawkins was absent.

An executive session was called at 5:33 p.m. to discuss matters of employment, which if conducted in public would violate lawful privilege as defined by Act 84. The regular meeting reconvened at 5:45 p.m.

Mrs. Greene moved, seconded by Mr. Narber, approval of the minutes of the regular meeting held on April 8, 2019. Motion carried.

Ms. Hearn 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. Narber	yes	Ms. Hamilton	yes
Ms. Hearn	yes				

Old Business:

There was no old business.

New Business:

Vice-President of Secondary Education:

Mrs. Volders gave a handout and reported that 90.16% of students scored either advanced or competent for the 2019 NOCTI's/NIMS; she also gave a handout and reported on the 2019 SkillsUSA State Leadership and Skills Competition results; CPI has hosted 4th and 5th grade Bellefonte students and

5th and 6th grade Penns Valley students for elementary tours, 5th grade Bald Eagle students will be visiting with us tomorrow; she reviewed the 2019-2020 tentative enrollment which is currently at 418 secondary students; reviewed the 2019-2020 program recommendations and program enrollment guidelines; we are eligible for an additional \$20,520 from the Safe Schools grant and it will be used to purchase window film; we received a PCCD Safety Grant for \$38,590 to be used to purchase portable radios and cameras; she reviewed the students of the month and important dates which include May 22 – CTSO Dinner, May 28 – Student Awards and Appreciation Day, June 3 – Senior Certificate and Awards Night Practice, Signing Day, and Senior BBQ, June 4 – Senior Certificate and Awards Night; and reviewed substitutes that are on the agenda to hire, Jean Roman and Christine Peters.

Vice-President of Post-Secondary Education:

Mr. Taylor reported that Cleveland Brothers provided CPI with another \$22,500 in tuition sponsorship for 2019; Kevin Reed and CAT/Ariel students are attending the Eastern Gas Compression Roundtable in Pittsburgh, PA this week; a team from First Quality Tissue and representatives from the Commonwealth met to review and discuss apprenticeships and pre-apprenticeships for the high school programs; Wood-Mode in Snyder County has unexpectedly closed and we will participate in an employment and training event in Selinsgrove, PA for the 900 individuals who were permanently laid off; we have been working with First Quality companies to establish welding competencies and criteria for “promotions within grade” at the First Quality plants; a graduation ceremony for intergenerational and other daytime adult program graduates will be held on June 6th at 6:30 p.m. with Joe Miller, First Quality HR Director, as a speaker; and he reviewed the resignation of Heather Moore, Practical Nursing Secretary, and Dan Johnston, Adult Heavy Equipment Operations Instructor.

Business Manager:

Mr. Van Buskirk reported that the Champions Banquet had a profit of \$1,216.82; reviewed the summary and proposed General Operating Fund Budget/Secondary Education in the amount of \$4,281,328 which is a 2.32% increase from last year and he reviewed the summary and proposed General Operating Fund Budget/Adult & Post-Secondary Education with revenue of \$3,800,908 and expenditures of \$3,651,730.

President:

Dr. Makin reviewed the following agenda items: 2019-2020 school calendar, approval to hire Holly Lupton as Adult Cosmetology Instructor, approval to hire Doug Gummo as a Part-Time Summer Custodian, approval to hire Trenton Wooster as a Part-Time Summer Custodian, and current adult program enrollments which are down because 12 HVAC students completed the program in April.

Dr. Makin commended Mary Ann Hamilton and Kim Hearn for their part in the Champions Dinner program. He gave a special thanks to Kim Hearn for helping us make the inaugural event happen this year.

Superintendent of Record:

Dr. Saylor did not have anything to add.

Mr. Narber moved, seconded by Mrs. Greene approval of the 2019-2020 School Calendar; approval for the Collision Repair Technology program to be placed on probation for the 2019-2020 school year due

to projected under-enrollment ; approval for the Horticulture/Landscaping program to be placed on probation for the 2019-2020 school year due to projected under-enrollment; approval to reinstate the Advertising & Commercial Arts program to full-time status due to projected enrollment; approval of Safe Schools Grant application funds to be used to purchase a Motorola portable radio system and network surveillance cameras; approval to accept the resignation of Heather Moore, Practical Nursing Secretary, effective May 7, 2019; approval to accept the verbal resignation of Mark Claar, Precision Machine Instructor, effective April 22, 2019; approval to hire Holly Lupton as Adult Cosmetology Instructor at an annual salary of \$34,100.00 effective June 1, 2019; approval to hire Christine Peters as a substitute secretary at a daily rate of \$100.00 and as a substitute instructor at a daily rate of \$95.00 effective May 21, 2019; approval to hire Jean Roman as a substitute instructor at a daily rate of \$95.00 effective May 21, 2019; approval of the compensation agreement renewal for MaryAnn Volders, Vice-President of Secondary Education, effective July 1, 2019 to June 30, 2022; approval to hire Doug Gummo as Part-Time Summer Custodian at an hourly rate of \$8.50 effective June 10, 2019; approval to hire Trenton Wooster as Part-Time Summer Custodian at an hourly rate of \$8.50 effective June 10, 2019; approval for the President to hire personnel as necessary for JOC approval in June, 2019; and approval to accept the resignation of Daniel Johnston, Adult Heavy Equipment Operations Instructor, effective July 3, 2019.

Roll call vote as follows:

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

Motion carried.

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

At 6:35 p.m. Ms. Hamilton adjourned the meeting.

Secretary