

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, June 10, 2019.

Present were:

Committee Members: Ms. Mary Ann Hamilton  
Mrs. Tina Greene  
Ms. Holly Hawkins  
Mr. Darren Narber  
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: None

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

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

An executive session was called at 5:32 p.m. to discuss school safety and security. The regular meeting reconvened at 5:42 p.m.

Dr. Makin recommended that consent agenda item B6 – Approval of the compensation agreement renewal form Dr. Richard C. Makin, President, effective July 1, 2019 to June 20, 2022 be removed from the consent agenda.

Mrs. Greene moved, seconded by Mr. Narber, approval of the minutes of the regular meeting held on May 20, 2019. Motion carried.

Mrs. Greene moved, seconded by Mr. Narber, 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:

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

Old Business:

There was no old business to discuss.

New Business:

Vice-President of Secondary Education:

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Mrs. Volders reported on the Senior Certificate and Awards Night program; her SREB Summer Conference presentation and the request for her to attend the conference; and she reviewed the request for approval of student organization advisors.

Dr. Makin thanked Mrs. Volders and Mrs. Brickley for all of the work they did for Senior Certificate and Awards Night.

Vice-President of Post-Secondary Education:

Mr. Taylor reported that the Associated Equipment Dealers (AED) will visit and conduct an onsite review of our Diesel program on June 18-19; reviewed the request to hire Gabrielle Rossman and Trina King as adjunct instructors in the Medical Assistant program; Case Corporation dealers will be holding a multi-series training session this summer at CPI; and he reviewed recent industry trainings.

Ms. Hamilton commended adult education for their successful adult graduation program. She said that the program is very special to the students. Mr. Taylor also thanked Luann Bruno and other staff members for their help.

Business Manager:

Mr. Van Buskirk recommended that agenda item A2 -2019-2020 General Operating Fund Budget/Secondary Education and item A3 - the 2019-2020 General Operating Fund Budget/Adult & Post-Secondary Education be removed from the consent agenda so adjustments can be made.

President:

Dr. Makin reported on the memorandum of understanding with Spring Township Police; reviewed a request from the Red Cross to use CPI as an emergency shelter; reviewed new hire Bridget Esenwine from Bald Eagle School District as part-time summer custodian; reapproval of Mr. Van Buskirk to serve as treasurer for the 2019-2020 school year; reviewed the current secondary and intergenerational enrollment as of May 31<sup>st</sup> which is 450 students; reviewed the current and projected post-secondary program enrollments; reviewed the 2019-2020 projected Secondary and Intergenerational enrollment which is currently at 458 students and reviewed the request for the President to hire personnel and sign service and other contracts as necessary with JOC approval in August, 2019.

Mrs. Brickley summarized the PSBA 2019 delegate assembly voting delegate request. Currently, no members are planning to attend.

Mrs. Hamilton removed item A2 - 2019-2020 General Operating Fund Budget/Secondary Education, item A3 - the 2019-2020 General Operating Fund Budget/Adult & Post-Secondary Education, and item B6– Approval of the compensation agreement renewal form Dr. Richard C. Makin, President, effective July 1, 2019 to June 20, 2022 from the consent agenda. All in favor.

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Mr. Narber moved, seconded by Mrs. Greene approval of an out-of-state conference request for MaryAnn Volders, Vice-President of Secondary Education, to attend the SREB Summer Conference in Baltimore, MD on July 10-12, 2019; approval of a Facility Use Agreement with the American Red Cross for use of CPI in the event of an emergency/disaster; approval of a Memorandum of Understanding with Spring Township Police; approval of Mr. Timothy Beckenbaugh as FCCLA advisor for the 2018-2019 school year with a stipend per the collective bargaining agreement retroactive to August 13, 2018; approval of the following advisors for the 2019-2020 school year with a stipend per the collective bargaining agreement: Mr. Joseph Luther – FFA, Mrs. Erin Gearhart – National Technical Honor Society, Mr. Mark Keller and Mrs. Mindi Tobias – SkillsUSA, Mr. Timothy Beckenbaugh – FCCLA; approval to hire Tasha King as an adjunct instructor for the Medical Assistant program at an hourly rate of \$27.50 effective June 10, 2019; approval to hire Gabrielle Rossman as an adjunct instructor for the Medical Assistant program at an hourly rate of \$27.50 effective June 10, 2019; approval to hire Bridget Esenwine as a part-time summer custodian at an hourly rate of \$8.50 effective June 11, 2019; approval to appoint Mr. David Van Buskirk as Joint Operating Committee Treasurer for the 2019-2020 school year; approval for the President to hire personnel as necessary for JOC approval in August, 2019; and approval for the President to sign service and other contracts as necessary for JOC approval in August, 2019.

Roll call vote as follows:

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

Motion carried.

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

At 6:12 p.m. Ms. Hamilton adjourned the meeting.

Secretary