

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, August 13, 2018.

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
Mr. Todd Taylor
Mrs. MaryAnn Volders
Dr. Scott Etter, Solicitor

Visitors: Mr. Joseph Luther

Ms. Hamilton called the regular meeting to order at 5:31 p.m.

Roll was called: Ms. Mary Ann Hamilton, Ms. Kimberly Hearn, Mrs. Tina Greene, and Mr. Darren Narber were present. Mr. Chris Houser was absent.

Ms. Hamilton welcomed Mrs. Greene as the new Bald Eagle Area School District member and Dr. Saylor as the incoming Superintendent of Record.

Mr. Luther shared a video of his testimony at the Education Forum to the House Committee on Education in Washington D.C. He also said that his class will be doing a Heroscape project at the American Legion in Centre Hall. Mr. Luther left the meeting after his presentation.

Ms. Hearn moved, seconded by Mr. Narber, approval of the minutes of the regular meeting held on June 11, 2018 and the minutes for the special meeting held on June 27, 2018. 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:

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

Old Business:

New Business:

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Vice-President of Secondary Education:

Mrs. Volders reported on the Secondary Education goals for the 2018-2019 school year; Student-Parent Handbook changes; Secondary Faculty and Staff Handbook changes; the Comprehensive Plan; New Teacher Manual; and spoke about the professional development day events from earlier in the day.

Mrs. Volders handed out the Comprehensive Plan and the New Teacher Manual to the Joint Operating Committee members to review.

Vice-President of Post-Secondary Education:

Mr. Taylor reported on the CCPSTC bidder's conference to be held on August 16th for the construction of a new \$1.2 million four bay firehouse trainer; EMT class starts August 27th with 19 students; we are meeting with Representative Hanna's education contact in Harrisburg on August 20th to discuss the process for changing recognition within the Division of Higher Education so we can pursue a more efficient path to offer a Registered Nurse program; the fall term starts on August 27th; The US Department of Education audit is complete and CPI's Title IV eligibility is now through 2024; PHEAA completed an audit of CPI's PA TIP program and we are awaiting the report; CPI is now approved to offer PHEAA state grants to eligible students; and we hope to have a hiring recommendation soon for the Adult Heavy Equipment Operation Instructor position.

Director of Business and Development:

Mr. Van Buskirk reported that BakerTiley has begun the local audit.

President:

Dr. Makin welcomed Mrs. Greene and Dr. Saylor.

Dr. Makin reviewed the agenda items; reported that the enrollment numbers have increased to 428 secondary students and 54 intergenerational students; he brought attention to the policies that are listed for first and second reading this month; and had Mrs. Brickley explain the voting for the PSBA slate of candidates for 2018.

Dr. Makin invited the JOC members to the Faculty/Staff luncheon being held on Tuesday, August 14th at 11:15 a.m.

Superintendent of Record:

Dr. Saylor said she is excited to work with and get to know everyone over the next two years, there are a lot of wonderful innovative ideas and she is excited to be able to support and nurture them.

Mr. Narber moved, seconded by Ms. Herarn approval of revisions to the 2018-2019 Secondary Faculty and Staff Handbook; approval of revisions to the 2018-2019 Secondary Student-Parent Handbook;

approval of revisions to the 2018-2019 Practical Nursing Student Handbooks; approval of revisions to the 2018-2019 Nurse Aide Training Program Policies and Procedures; approval of revisions to the 2018-2019 Post-Secondary Education Handbook; approval of BakerTilly as Auditor for the 2018-2019 school year; approval of the Memorandum of Understanding with the Bureau of Career and Technical Education for participation in the 2018-2019 Technical Assistance Program; approval of the 2018-2019 Secondary Education Goals; approval to enter into an agreement with Keystone Central School District (KCSD) for CPI to provide CDL training on site in Clinton County; approval of an ICAR Fixed Training Site and PDP-EE Curriculum Licensing Agreement upon final review by the Solicitor; approval to appoint Timothy Beckenbaugh as FCCLA Advisor for the 2018-2019 school year with a stipend per the collective bargaining agreement; approval to hire Orie Hanley as a Substitute Instructor at a daily rate of \$95.00 effective August 27, 2018; approval to appoint MaryAnn Volders as School Safety and Security Coordinator per the requirements of Act 44 of 2018; approval to reclassify Helen Rogers-Koon from Practical Nursing Full-Time Instructor to Practical Nursing Part-Time Instructor effective September 1, 2018 to January 1, 2019; approval to reclassify Cortney Baney from Practical Nursing Full-Time Instructor to Practical Nursing Per Diem Instructor at an hourly rate of \$27.50 effective August 14, 2018; approval to accept the resignation of Joshua Wallace as Masonry Instructor retroactive to July 25, 2018; approval to accept the resignation of Leslie Syrett as Practical Nursing Per Diem Instructor retroactive to June 27, 2018; approval to accept the resignation of James Ard as CCPSTC Temporary Summer Groundskeeper retroactive to August 10, 2018; 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 September 10, 2018; and approval to hire Scott Hertzog as a CCPSTC temporary summer groundskeeper at an hourly rate of \$9.00 effective August 13, 2018.

Second reading and final approval of policies:

Section 300 – Employees

311 Reduction of Staff

Section 800 – Operations

810 Transportation

818 Contracted Services Personnel

First reading of policies:

Section 100 – Programs

108 Adoption of Textbooks

Section 300 – Employees

311 Reduction of Staff

Section 700 – Property

704 Maintenance

Section 800 – Operations

806 Child Abuse

Roll call vote as follows:

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

Motion carried.

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

At 6:26 p.m. Ms. Hamilton adjourned the meeting.

Secretary