

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, March 11, 2019.

Present were:

Committee Members: Ms. Mary Ann Hamilton
Ms. Kimberly Hearn
Mrs. Tina Greene
Ms. Holly Hawkins
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: None

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

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

Mrs. Greene moved, seconded by Ms. Hearn, approval of the minutes of the regular meeting held on February 18, 2019. 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:

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

Old Business:

There was no old business.

New Business:

Vice-President of Secondary Education:

Mrs. Volders reported on the Leadership Centre County visit on February 27, 2019; CPI had a successful open house on February 28, 2019; the spring Occupational Advisory Committee meeting will be held on March 21, 2019; SkillsUSA State Competitions will be held on April 10-12, 2019; the Central PA Home and Garden Show will be held on March 15-17 and we will have a booth; and she shared the February Student of the Month information.

Vice-President of Post-Secondary Education:

Mr. Taylor reported that Cleveland Brothers is sending a video crew to CPI to help support marketing and advertising efforts for the CAT/Ariel program; he shared a brochure on the Case Program with an insert highlighting offers made by Southeastern Equipment Company (Case OH); we hosted a team from Cleveland Brothers Engines, Power Generation, and Truck division on February 20 to discuss expanding our Diesel program to include Heavy Truck core in partnership with Cummins Engines; and we are working again with Glenn O. Hawbaker, Inc. to include GPS in our Heavy Equipment Operations program.

Business Manager:

Mr. Van Buskirk reported that we are putting out to bid two vehicles that were donated to CPI and fixed up by the Automotive Technology and Collision Repair programs. He also spoke about the Policy 707 - Use of Center (School) Facilities and the attached Guidelines for Use of Building and Grounds which includes the building use fee structure. We are also going to advertise for bids for a utility/office shed that the Carpentry program originally made for the Grange Fair but they no longer want.

President:

Dr. Makin reviewed the agenda items.

Superintendent of Record:

Dr. Saylor thanked the Culinary students and Chef for providing lunch for her meeting held at CPI today. She said they did a wonderful job.

Ms. Hearn moved, seconded by Mr. Narber approval of the attached list of students and chaperones to attend the SkillsUSA Pennsylvania Leadership and Skills Championship in Hershey, PA on April 10-12, 2019; approval to advertise for sealed bids for two donated vehicles refurbished by students in the Collision Repair Technology and Automotive Technology programs; approval for 20 secondary and adult Cosmetology students and instructors/chaperones Alicia Kitchen and M. June Murray to attend the Fashion Focus Conference in Oxon Hill, MD on March 30-April 1, 2019; approval of the revised 2018-2019 school calendar; approval to appoint Guy Woodard, Coordinator, Emerging Energy and Infrastructure, as mentor for Katelyn Leathers, Instructor/ Coordinator, Medical Assistant program, for the remainder of the calendar year with a stipend of \$250; approval to hire Ariel Bryan as a substitute adjunct instructor for the Practical Nursing program at an hourly rate of \$27.50 effective March 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; approval to hire Jodi Williams as an adjunct instructor for the Medical Assistant program at an hourly rate of \$27.50 effective March 11, 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; 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 April 8, 2019.

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Second reading and approval of policies:

- A. Section 700 - Property
707 – Use of Center (School) Facilities

Roll call vote as follows:

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

Motion carried.

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

At 6:55 p.m. Ms. Hamilton adjourned the meeting.

Respectfully submitted,

Secretary