

The regular meeting of the Central Pennsylvania Institute of Science and Technology Joint Operating Committee was held in the President's Suite at the Central Pennsylvania Institute of Science and Technology, Pleasant Gap, PA on Monday, May 10, 2021.

Present were:

Committee Members: Mrs. Kimberly Weaver
Ms. Mary Ann Hamilton
Dr. Mark Badger
Mrs. Tina Greene
Mr. Domer Smeltzer
Dr. Brian Griffith, 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
Mr. Rick Carra
Dr. Scott Etter, Solicitor

Visitors: None

Mrs. Weaver called the regular meeting to order at 5:30 p.m.

Roll was called: Mrs. Weaver, Ms. Hamilton, Dr. Badger, Mrs. Greene and Mr. Smeltzer were present.

Mrs. Greene moved, seconded by Ms. Hamilton, approval of the minutes of the regular meeting held on April 12, 2021. All in favor. Motion carried.

Dr. Badger 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	Mrs. Weaver	yes	Dr. Badger	yes
Mrs. Greene	yes				

Motion carried.

Mr. Smeltzer and Dr. Griffith arrived at 5:33 p.m. via Zoom.

Old Business:

There was no old business.

New Business:

Vice-President of Secondary Education:

Mrs. Volders reported that NOCTI testing is winding down and so far 90.3% of students scored at the advanced or competent level; CPI students did very well in the SkillsUSA Competitions with the following students placing: 1st place - Mataeyah Morder, Dental Assisting, 1st place - Paige Shivery, First Aid and

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CPR, 2nd place - Kamryn Martin, Health Occupations Professional Portfolio, 3rd place - Shawn Cook, Automotive Sciences, 3rd place - Matt Meeker, Automotive Refinishing, and 3rd place - Casey May, Automotive Computer Estimating.

She reviewed policy 816 – Center (School) Social Media; April Students of the Month; and the 2021-2022 projected enrollment is currently at 476 including adult students.

Dr. Makin spoke about the four programs with low enrollment. There will be no recommendations made tonight to put programs on probation or half-time status. The PAC will be discussing strategies for the programs with low enrollment.

Vice-President of Post-Secondary Education:

Mr. Taylor reviewed agenda items A1 – Centre Care Agreement and A2 – Perkins Post-Secondary Articulation Agreement.

He also reported that the PA Fish and Boat Commission has given CPI verbal approval to use their Stackhouse Range for the Lethal Weapons program and we are working on confirmation and written approval with the PA State Police; we gave a presentation to the Central Region PA Career Link staff on May 6th via Zoom; a PHEAA audit will be starting next week; \$387,866 of CRRSSA Institutional Funds were received on May 5th, these funds are part of the original CARES funding to assist higher education institutions in offsetting losses and expenses associated with COVID-19 and the pandemic.

Director of Facilities:

Mr. Carra reported that the fuel storage tanks need to be replaced and brought up to code. The cost will be approximately \$20,000-\$30,000.

Business Manager:

Mr. Van Buskirk reviewed agenda item A3 – Equipment Lease with CAT Financial. He said that the lease will be for a 2021 Caterpillar 420 Backhoe and a 2016 Backhoe that was at the end of its lease term will be returned. The monthly lease amount will be \$1,191.87 for 48 months.

President:

Dr. Makin reviewed agenda items A4 – PSBA Policy Maintenance Program Participation Agreement; B1 – new hire Craig Livergood as Business Manager; B2 Business Manager’s Employment Agreement; B3- new hire Dr. Anthony Cardell as CPI Medical Director; B6 – appoint Theresa Brickley as JOC Secretary; and he reviewed policy 800.1 – Electronic Signatures/Records.

Superintendent of Record:

Dr. Griffith had nothing to report.

Mrs. Greene moved, seconded by Ms. Hamilton approval of an Agreement for the Operation of CPI Medical Training Programs with Centre Care retroactive to April 27, 2021; approval of an Articulation Agreement between CPI Post-Secondary Programs and CPI Secondary Programs Requirement of Perkins V for a period of three years after the date of signing; approval of an equipment lease with CAT Financial for a 2021 Caterpillar 420 Backhoe with a monthly cost of \$1,191.87 for 48 months; approval of PSBA Policy Maintenance Program Participation Agreement effective July 1, 2021; approval to hire

Craig Livergood as Business Manager at a salary of \$78,500 effective July 1, 2021; approval of the Business Manager's Employment Agreement effective July 1, 2021 through June 30, 2024; approval to hire Dr. Anthony Cardell as CPI Medical Director at a yearly salary of \$6,000 effective May 11, 2021, pending receipt of the FBI Criminal Background Check, Pennsylvania State Police Criminal History Report, Pennsylvania Child Abuse History Certification, and Recognizing and Reporting Child Abuse Training Certificate; approval of Medical Director Services Agreement with Dr. Anthony Cardell, effective May 11, 2021; approval to amend Dr. Makin's contract so he shall be able to sell back up to fifteen (15) vacation days for 2019-2020 and 2020-21 school years at the then applicable daily base salary rate, the contract shall otherwise remain unchanged; approval to appoint Craig Livergood as Joint Operating Committee Treasurer for the 2021-2022 school year; approval to appoint Mrs. Theresa Brickley as Joint Operating Committee Secretary for a four-year term beginning July 1, 2021 to June 30, 2025; 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 June 14, 2021.

First reading of policies:

Section 800 – Operations

800.1 – Electronic Signatures/Records

816 – Center (School) Social Media

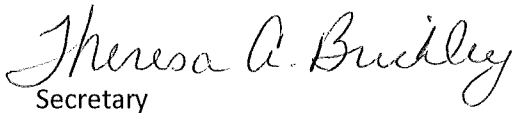
Roll call vote as follows:

Ms. Hamilton	yes	Mrs. Weaver	yes	Dr. Badger	yes
Mrs. Greene	yes	Mr. Smeltzer	yes		

Motion carried.

Dr. Badger moved, seconded by Ms. Hamilton to adjourn.

At 5:54 p.m. Mrs. Weaver adjourned the meeting.


Secretary