

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, June 14, 2021.

Present were:

Committee Members: Mrs. Kimberly Weaver
Dr. Mark Badger
Mrs. Tina Greene
Mr. Domer Smeltzer
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: Mr. Craig Livergood
Miss Ayla Hearn

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

Dr. Makin introduced Mr. Livergood. Mr. Livergood will be the new Business Manager.

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

Mrs. Greene moved, seconded by Dr. Badger, approval of the minutes of the regular meeting held on May 10, 2021. All in favor. Motion carried.

Mr. Smeltzer 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:

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

Motion carried.

Old Business:

There was no old business.

New Business:

Vice-President of Secondary Education:

Mrs. Volders reported on Senior Certificate and Awards Night and said that the CPI team placed second in the FFA Nursery/Landscape competition and will move on to the national competition.

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Mrs. Volders reviewed agenda items A3 - Emergency Instructional Time Template; A5 – Memorandum of Understanding (MOU) with Spring Township Police; B1 – 2021-2022 club advisor recommendations; B2 – Kenneth Hassinger resignation for the purposes of retirement; B3 – Frederick Moore resignation; and B10 - tenure status recommendation for Martin Craine.

Mrs. Volders announced that an executive session will be needed after the regular meeting for the safety report.

Vice-President of Post-Secondary Education:

Mr. Taylor reviewed agenda items B4 - new hire Amy Haagen as per diem instructor for the Practical Nursing program; B5 – Coordinator of Curriculum, Accreditation, and Student Services job description; B6 – new hire Nathan Lavery as Coordinator of Curriculum, Accreditation, and Student Services; B7 – Chet Selfridge as Interim CDL Coordinator; B8 – new hire of Channon Surovec as per diem instructor for the Practical Nursing and Nurse Aide programs; B9 – new hire Briana Couturiaux as Coordinator/ Instructor for the Healthcare Management program; and D3 – Assignment and Compensation Update.

Director of Facilities:

Mr. Carra reviewed agenda item A4 – Hoffman Leakey Architects LLC proposal.

Business Manager:

Mr. Van Buskirk had nothing to report. He said that it was his pleasure to work with all of you, the schools, and Dr. Makin over the years. He appreciates what CPI does for the students and community. It has been an honor to serve here at CPI.

President:

Dr. Makin said that the faculty and staff at CPI did a great job with the 2020-2021 school year. He also thanked the JOC members for their support. He then reviewed agenda items A1 – 2021-2022 General Operating Fund Budget/Secondary Education; A2 - 2021-2022 General Operating Fund Budget/Adult & Post-Secondary Education; and D2 – Secondary Education enrollment which was at 461 at the end of the school year.

Dr. Badger started a conversation about the fuel tank replacement cost being shared between secondary and adult post-secondary education.

Mr. Livergood thanked everyone for having him tonight and for allowing him to be a part of the CPI team. He then spoke of his background and is excited to be working with a career and technical organization.

Miss Ayla Hearn said that she enjoyed being at CPI this year in the Early Childhood Education program and spoke of her favorite, spending time outside with the preschool children.

Dr. Makin wished Mr. Van Buskirk happiness and good health in his retirement.

Mr. Smeltzer moved, seconded by Dr. Badger approval of the 2021-2022 General Operating Fund Budget/ Secondary Education with total revenues of \$4,534,662 and expenditures of \$4,534,662

contingent on approval of the respective school districts budgets; approval of the 2021-2022 General Operating Fund Budget/Adult & Post-Secondary Education with total revenues of \$3,793,795 and expenditures of \$3,498,957; approval of the Emergency Instructional Time Template for the 2021-2022 school year; approval of an agreement with Hoffman Leakey Architects LLC to provide consultation and support services for the fuel storage tank project in the amount of \$5,165; approval of a Memorandum of Understanding with the Spring Township Police Department; approval of the following advisors for the 2021-2022 school year with a stipend per the collective bargaining agreement: Mr. Joseph Luther – FFA, Mrs. Erin Gearhart – National Technical Honor Society, Mr. Timothy Beckenbaugh – FCCLA; approval to accept the resignation of Kenneth Hassinger as HVAC Instructor, effective December 31, 2021; approval to accept the resignation of Frederick Moore as Assistant Instructor for the Welding program, effective May 29, 2021; approval to hire Amy Haagen as a per diem instructor for the Practical Nursing program at an hourly rate of \$27.50, retroactive to June 7, 2021; approval of the job description for Coordinator of Curriculum, Accreditation, and Student Services; approval to hire Nathan Lavery as Coordinator of Curriculum, Accreditation, and Student Services at a salary of \$58,000, retroactive to June 1, 2021; approval to appoint Chet Selfridge as Interim CDL Coordinator with a monthly stipend of \$600, retroactive to May 1, 2021; approval to hire Channon Surovec as a per diem instructor for the Practical Nursing and Nurse Aide programs at an hourly rate of \$27.50, effective June 15, 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 to hire Briana Couturiaux as Coordinator/Instructor for the Healthcare Management program at a salary of \$52,500, effective June 15, 2021, pending receipt of the FBI Criminal Background Check, and Recognizing and Reporting Child Abuse Training Certificate; approval of tenure status for Martin Craine, Carpentry Instructor; approval for the President to hire personnel as necessary for JOC approval in August, 2021; approval for the President to sign service and other contracts as necessary for JOC approval in August, 2021.

Second reading and final approval of policies:

- Section 800 – Operations (Attachment #6)
- 800.1 – Electronic Signatures/Records
- 816 – Center (School) Social Media

Roll call vote as follows:

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

Motion carried.

Mrs. Weaver stated that an executive session will be held after the meeting to discuss matters of safety that if disclosed would be reasonably likely to jeopardize or threaten public safety or preparedness.

Mr. Smeltzer moved, seconded by Mrs. Greene to adjourn.

At 5:56 p.m. Mrs. Weaver adjourned the meeting.