

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, September 13, 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. Craig Livergood, 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 August 9, 2021. All in favor. Motion carried.

Ms. Hamilton moved, seconded by Dr. Badger, 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:

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

Motion carried.

Old Business:

There was no old business.

New Business:

Vice-President of Secondary Education:

Mrs. Volders reviewed agenda item B4-New hire Arika Robinson as health room para-educator/school nurse, and C3-2020/2021 Penn College NOW credits earned.

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Vice-President of Post-Secondary Education:

Mr. Taylor reported ACCSC has removed the warning status and has awarded accreditation for 4 years backdated to February 2020.

Mr. Taylor then reviewed agenda items A2-2021/2022 Adult/Post-Secondary Education goals; A3-Nurse Aide Handbook revisions; A4-Post-Secondary Course Catalog with Student Handbook revisions; A5-Nathan Lavery out-of-state travel request; B1-Hawbaker Transportation Training Center (HTTC) Manager/CDL Coordinator job description; B2-New hire Michael Noggle as HTTC manager/CDL coordinator; B3-New hire Richard LaSalle as Degree programs adjunct instructor; B5-Afton Dunkle reclassification to Full-Time; B7-Resignation of Ronald Benton, chief financial aid officer. He then reported that CPI is working with Central PA WDB to write a grant to establish registered apprenticeships through or Solar and Water/Wastewater programs.

Director of Facilities:

Mr. Carra reviewed agenda item A1-ARM Environment Compliance bid award.

Business Manager:

Mr. Livergood reviewed agenda item A6-KSL Group to provide consulting support for E-Rate; and A7-updating bank resolution to include signature cards.

President:

Dr. Makin reported that our current COVID-19 positive case count is at three and the masking status is good. Dr. Makin reviewed Agenda items C1-Adult full-time program enrollment of 140; C2-Secondary enrollment is currently at 505; and he reviewed the following policies: 146.1 – Trauma-Informed Approach, 218.1 – Weapons, 218.2 – Terroristic Threats, 236.1 Threat Assessment, 247 – Hazing, 249 – Bullying/Cyberbullying, 252 – Dating Violence, 805 – Emergency Preparedness and Response, and 805.2 – School Security Personnel.

Superintendent of Record:

Dr. Griffith had nothing to report.

Mr. Smeltzer moved, seconded by Ms. Hamilton approval to accept the bid from ARM Environmental Compliance in the amount of \$86,268 for the fuel storage tank replacement project; approval of the 2021-2022 Adult/Post-Secondary Education Goals; approval of the 2021-2022 Nurse Aide Handbook revisions; approval of the 2021-2022 Post-Secondary Course Catalog with Student Handbook revisions; approval for Nathan Lavery, Curriculum, Accreditation, and Student Services Coordinator, to attend the ACCSC Excellence Conference on September 21-22 in Reston, VA; approval of an agreement with The KSL Group to provide consulting support for E-Rate program in the amount of \$1,100 per program year (for 2020-2021 and 2021-2022 program years); approval of updating bank resolution with First National Bank and signature cards to include the Chairperson, Vice-Chairperson and Treasurer as authorized signers, with two signatures required on all checks; approval of the HTTC Manager/CDL Coordinator job description; approval to hire Michael Noggle as HTTC Manager/CDL Coordinator at the compensation recommended by administration effective October 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 Richard LaSalle as a Post-Secondary Education adjunct instructor at a pay rate that will vary contingent on

course taught effective November 17, 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 Arika Robinson as Health Room Para-Educator/School Nurse at an hourly rate of \$20.00 effective September 14, 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 reclassify Afton Dunkle from a per diem instructor in the Practical Nursing program to a Full-Time Practical Nursing Instructor at a salary of \$53,200 effective September 14, 2021; approval to make salary adjustments per the memorandum from the President; approval to accept the resignation of Ronald Benton, Chief Financial Aid Officer, effective upon start of his replacement; approval for the President to hire personnel as necessary for JOC approval in October, 2021 and second reading and final approval of policies: 146.1 – Trauma-Informed Approach, 218.1 – Weapons, 218.2 – Terroristic Threats, 236.1 Threat Assessment, 247 – Hazing, 249 – Bullying/Cyberbullying, 252 – Dating Violence, 805 – Emergency Preparedness and Response, and 805.2 – School Security Personnel.

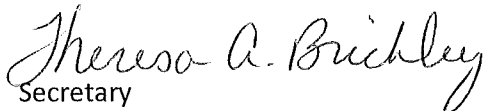
Roll call vote as follows:

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

Motion carried.

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

At 5:59 p.m. Mrs. Weaver adjourned the meeting.

  
Secretary