

The regular meeting of the Central Pennsylvania Institute of Science and Technology Joint Operating Committee was held in the Boardroom at the Central Pennsylvania Institute of Science and Technology, Pleasant Gap, PA on Monday, August 8, 2022.

Present were:

Committee Members: Mrs. Kimberly Weaver
Mrs. Tina Greene
Mr. Barry Sands
Mrs. Tammie Burnaford, Superintendent of Record
Mr. Craig Livergood, non-voting Treasurer
Mrs. Theresa Brickley, non-voting Secretary

Staff Members: Dr. Richard C. Makin
Mrs. MaryAnn Volders
Mr. Todd Taylor
Mr. Rick Carra
Dr. Scott Etter, Solicitor

Visitors: Miss Ayla Hearn

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

Roll was called: Mrs. Weaver, Ms. Hamilton, Mrs. Greene and Mr. Sands were present. Mr. Miller was absent.

Mrs. Weaver welcomed Mrs. Burnaford as Superintendent of Record and Mr. Sands as a Penns Valley JOC committee member.

Mrs. Greene moved, seconded by Mr. Sands, approval of the minutes of the regular meeting held on June 20, 2022. All in favor. Motion carried.

Mr. Sands 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:

Mrs. Greene	yes	Mrs. Weaver	yes	Mr. Sands	yes
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Motion carried.

Old Business:

There was no old business.

New Business:

Vice-President of Secondary Education:

Mrs. Volders reported on the 2022-2023 secondary education goals; 2022-2023 Student-Parent Handbook revisions; 2022-2023 Faculty and Staff handbook revisions; flexible instructional days;

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emergency instructional days; PDE Bureau of Career and Technical Education TAP program; IDEA Hub and the PAsmart Advancing Grant 2022; school mental health grant expenditures to be used to provide tier 1 services to students and staff by hiring a mental health coordinator; safety and security grant expenditures to purchase cameras as specified during the facilities safety inspection; resignation of Joe Luther, Horticulture/Landscaping instructor; SkillsUSA advisor; received the check for the First Energy grant; Culinary Arts trip to Italy; SkillsUSA National results, Paige Shivery came in 14th out of 32 and Garrett Wingert placed first in the Volvo National Competition; provided the Comprehensive Plan for review; and CPI summer camps held in June and July.

Vice-President of Post-Secondary Education:

Mr. Taylor reported on the 2022-2023 Post-Secondary Education Student Handbook; equipment purchase with the PA Smart Grant funds; Campus Café Software purchase; resignation of Margaret Herbstritt, Nurse Aide Instructor; resignation of Andrew King, Post-Secondary Diesel instructor; new hire Jennifer Braun, Esq. to teach Technical Writing; new hire Darin Claar as Diesel Technology teaching assistant; new hire Shane Dickey, Centre County Public Safety Training Center adjunct instructor; new hire Karen Mellott, Practical Nursing instructor; salary adjustment for Dave Kessler, Heavy Equipment Operation; Andrew Brill's out of state travel to Mt. Vernon, OH; Fall Term 2022 program start dates; and international students at CPI.

Director of Facilities:

Mr. Carra reported on the roof restoration project; parking lot has been seal coated; main compressor for C and D wing developed a pin hole and needed an immediate replacement and was replaced with a Kaeser screw compressor which will run everything with the two existing units for backup; Alexander constructability review for the Health Sciences Building; and salary adjustments for Kody Baird and Oliver Collier.

Business Manager:

Mr. Livergood reported on a salary adjustment for Renee Owens, Accounts Payable/Receptionist.

President:

Dr. Makin welcomed Mr. Sands back and also welcomed Mrs. Burnaford. He complimented the leadership team for their reports.

Dr. Makin reported on the open positions Precision Machine, Horticulture/Landscaping, Adult Diesel Technology; pleased with Alexander Construction's work on the constructability review for the Health Science Building; EDA grant for the Health Science Building is now through legal review; 493 projected secondary students are enrolled for 2022-2023 and 32 intergenerational students; reviewed Adult/Post-Secondary current and upcoming enrollment figures; and Congressman Thompson's Ag Summit was held at CPI today.

Superintendent of Record:

Mrs. Burnaford had nothing to report.

Mr. Sands moved, seconded by Mrs. Greene, approval of the 2022-2023 Secondary Education Goals; approval of the 2022-2023 Student-Parent Handbook revisions; approval of the 2022-2023 Faculty-Staff Handbook revisions; approval of the 2022-2023 Post-Secondary Education Student Handbook; approval

of the Memorandum of Understanding with the Bureau of Career and Technical Education for participation in the 2022-2023 Technical Assistance Program; approval of the 2022-2023 Emergency Instructional Time Template; approval of the 2022-2023 Flexible Instructional Day Program plan; approval to accept a PAsmart Advancing Grant 2022 in the amount of \$500,000 for the IDEA (Innovation, Design, Entrepreneurship, and Action) Hub space; approval to purchase cameras and door alarms at a cost of up to \$70,000 as part of the School Mental Health and Safety & Security Grant. These purchases help satisfy Tier 1 Safety and Security obligations required by the grant; approval to purchase equipment for the Water and Wastewater/ Solar Photovoltaic Apprenticeship program in the amount of \$260,593, CPI will be reimbursed for equipment purchases in these programs by Advance Central PA; approval of a Software as a Service (SaaS) proposal from Campus Café for Adult/Post-Secondary Education with an implementation cost of \$19,800 and a monthly SaaS fee of \$1,600; approval to accept the resignation of Margaret Herbstritt, Nurse Aide instructor, retroactive to July 31, 2022; approval to accept the resignation of Andrew King, Adult Diesel Technology Instructor, retroactive to August 5, 2022; approval to accept the resignation of Joseph Luther, Horticulture/ Landscaping instructor, retroactive to July 31, 2022; approval of the following advisors for the 2022-2023 school year with a stipend per the collective bargaining agreement: Mr. John Fike – SkillsUSA, Mr. Brian Hummel – SkillsUSA, Mrs. Alicia Kitchen – SkillsUSA ; approval to hire Jennifer Braum, Esq. to teach Technical Writing (3 credits, 36 hours) Fall Term, starting August 22, 2022 at a rate of \$1,800 for the course, pending receipt of the FBI Criminal Background Check; approval to hire Darin Claar as a Diesel Technology Teaching Assistant at an hourly rate of \$26.00, retroactive to August 1, 2022, pending receipt of the FBI Criminal Background Check, and Recognizing and Reporting Child Abuse Training Certificate; approval to hire Shane Dickey as an adjunct instructor at the Centre County Public Safety Training Center at an hourly rate of \$21.00 and \$17.00 for lead instructor and assistant instructor responsibilities respectively, retroactive to June 23, 2022; approval to hire Karen Mellott as a Practical Nursing Instructor at a salary of \$55,250.00 effective August 9, 2022; approval to hire a part-time Mental Health Coordinator to coordinate and provide services not to exceed \$70,000 as part of the School Mental Health and Safety & Security Grant, this position helps satisfy Tier 1 Mental Health obligations required by the grant; approval to make salary adjustments per the memorandum from the President; approval for Andrew Brill, Natural Gas Compression instructor, to attend an Ariel Corporation training in Mount Vernon, OH retroactive to July 18-22, 2022; and 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 12, 2022.

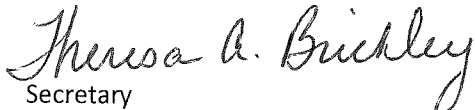
Roll call vote as follows:

Mrs. Weaver	yes	Mr. Sands	yes	Mrs. Greene	yes
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Motion carried.

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

At 6:11 p.m. Mrs. Weaver adjourned the meeting.


Secretary