

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, February 14, 2022.

Present were:

Committee Members: Mrs. Kimberly Weaver
Ms. Mary Ann Hamilton
Mr. Jack Bechdel
Mrs. Tina Greene
Mr. Allen Miller
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, Mr. Bechdel, Mrs. Greene and Mr. Miller were present.

Ms. Hamilton moved, seconded by Mrs. Greene, approval of the minutes of the regular meeting held on January 10, 2022. All in favor. Motion carried.

Ms. Hamilton moved, seconded by Mr. Miller, 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	Mr. Bechdel	yes
Mrs. Greene	yes	Mr. Miller	yes		

Motion carried.

Old Business:

There was no old business.

New Business:

Vice-President of Secondary Education:

Mrs. Volders reviewed agenda items B2 – new hire Christopher Hartley, Medical Science instructor; B4 – new hire Trina Noggle, substitute; B7 – Marty Craine, Carpentry instructor to mentor Jeffrey McCardle, HVAC instructor; B8 – Dawn Daugherty unpaid leave request; C1 – SkillsUSA District 7 competition results; and C7 – January Students of the Month. She also reported on upcoming events which include Career and College Showcase & Bring Your Parents to CPI Day-February 24, and Everything Home Show-February 25-27.

February 14, 2022

Mrs. Volders also mentioned that Penns Valley 9th grade students will visit CPI on February 17th for Career Day. They were unable to tour in 2020.

Vice-President of Post-Secondary Education:

Mr. Taylor reviewed agenda items B1 – resignation of Robert Fryer, chief financial aid officer; B3 – new hire Shannon McChesney-Brungart, Nurse Aid coordinator/instructor; and B5 – new hire Terri Rider-Auman, EFDA instructor; and B6 – new hire Breanna Williams, per diem Nurse Aide instructor.

Mr. Taylor reported that the EFDA program application was approved on February 1, 2022 by the Department of State, State Board of Dentistry; the Federal Motor Carrier Safety Administration is mandating Entry Level Driver Training (ELDT) for all CDL permit and license applications, CPI is an approved provider for ELDT; the Occupational Therapy Assistant program application is being reviewed by the PA Department of Education on February 17.

Director of Facilities:

Mr. Carra reported that the water meter and double check valve was purchased through COSTARS (cooperative purchasing) for \$4,116.97. We received three quotes for the install. The lowest quote came from Maxwell at \$2,100.

Business Manager:

Mr. Livergood reported that the auditors will be at CPI next month. Dr. Makin and Mr. Livergood presented the 2022-2023 Proposed Preliminary Secondary Education General Operating Fund Budget in the amount of \$4,887,099. Dr. Makin said that we have programs with low enrollment numbers and we may have to make some hard decisions. The new program, Cybersecurity, is in the works for 2023-2024.

Dr. Makin and Mr. Livergood also presented the 2022-2023 Proposed Preliminary Adult/Postwill - Secondary Operating Fund Budget with revenues of \$3,604,498 and expenditures of \$4,041,846.

President:

Dr. Makin reported that State College Area School District's agreement to send two students a year for five years from the withdrawal from the Joint Authority has ended. The school code addresses attendance from non-participating school districts, no written agreement will be needed.

He also reported that CPI is once again being recognized by PA Business Central as a Top 100 Organization; the 2022-2023 school calendar will be presented next month for approval; the joint boards of education mixer/meetings is tentatively scheduled for April 6; and the CPI champions banquet will also return in April.

Superintendent of Record:

Dr. Griffith had nothing to report.

Mr. Miller moved, seconded by Ms. Hamilton, approval of the 2022-2023 Proposed Preliminary Secondary Education General Operating Fund Budget in the amount of \$4,887,099; approval of the 2022-2023 Proposed Preliminary Adult/Post- Secondary General Operating Fund Budget with revenue of \$3,604,498 and expenditures of \$4,041,846; approval to accept the resignation of Robert Fryer, Chief Financial Aid Officer, retroactive to January 21, 2022; approval to hire Christopher Hartley as Medical Science instructor at a salary of \$47,500, start date to be determined, 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 Shannon McChesney-Brungart as Nurse Aide Coordinator at a salary of \$52,750 retroactive to February 1, 2022; approval to hire Trina Noggle as a substitute instructor at a daily rate of \$95 effective February 15, 2022; approval to hire Terri Rider-Auman as primary instructor in the Expanded Function Dental Assistant program at a compensation of \$4,800 per program offering; approval to hire Breanna Williams as a per diem Nurse Aide instructor at an hourly rate of \$27.50 retroactive to January 10, 2022; approval to appoint Martin Craine, Carpentry instructor, as mentor to Jeffrey McCardle, HVAC instructor, with a stipend of \$300; approval of unpaid leave for Dawn Daugherty, Teacher's Aide in Heavy Equipment Operations, from March 8-11, 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 March 14, 2022.

Roll call vote as follows:

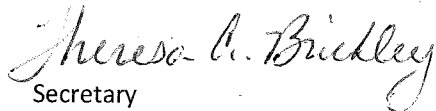
Mrs. Weaver	yes	Mr. Bechdel	yes	Mrs. Greene	yes
Mr. Miller	yes	Ms. Hamilton	yes		

Motion carried.

Ms. Hamilton moved, seconded by Mr. Miller to adjourn.

At 6:03 p.m. Mrs. Weaver adjourned the meeting.

Mrs. Weaver announced that an executive session will be held following the regular meeting to discuss personnel contracts.


Secretary