

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, September 12, 2022.

Present were:

Committee Members: Mrs. Kimberly Weaver  
Mrs. Tina Greene  
Mr. Allen Miller  
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 (via Zoom)  
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, Mrs. Greene and Mr. Miller were present. Ms. Hamilton and Mr. Sands were absent.

Mrs. Greene moved, seconded by Mr. Miller, approval of the minutes of the regular meeting held on August 8, 2022. All in favor. Motion carried.

Mrs. Greene 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:

Mr. Miller	yes	Mrs. Weaver	yes	Mrs. Greene	yes
------------	-----	-------------	-----	-------------	-----

Motion carried.

Old Business:

There was no old business.

New Business:

Vice-President of Secondary Education:

Mrs. Volders reported that the beginning of the school year started out normal and outstanding; reviewed the Health and Safety Plan; new hire – Curtis Runyan, Horticulture/Landscaping Instructor; reviewed policies 236.1 – Threat Assessment, 805 – Emergency Preparedness and Response, and 805.2 – School Security Personnel; and reviewed the Assignment and Compensation Update #1.

Vice-President of Post-Secondary Education:

Mr. Taylor reported on the Adult/Post-Secondary Goals; resignation of Darin Claar, Diesel Technology Teaching Assistant; reclassification of Jan Pepperday from Data and Compliance Specialist/Financial Aid Assistant to Chief Financial Aid Officer; new hire Natasha Poorman-Provan, adjunct instructor for the Practical Nursing program; and he reviewed the Assignment and Compensation Update #2.

Director of Facilities:

Mr. Carra reported that the roof project has been completed. They found a few items that needed attention on the walk through and they were taken care of the next day. The project only had one change order. He also reported that the new compressor has been installed and is on-line, and we will proceed with the door alarms.

Business Manager:

Mr. Livergood reported on the 24 month electrical supply contract. The cost per kWh was not included because it will change by the time the contract is signed. He is hoping to get ahead of the market volatility.

President:

Dr. Makin reported on the passing of Roy Stewart, retired Emergency Services instructor and substitute instructor; reviewed secondary and adult/post-secondary enrollment reports; and reported on the roof and compressor projects.

Superintendent of Record:

Mrs. Burnaford spoke of Bellefonte's success with sending 9<sup>th</sup> grade students to CPI. She had nothing further to report.

Mrs. Greene moved, seconded by Mr. Miller, approval of the 2022-2023 Adult/Post-Secondary Education Goals; approval of the 2022-2023 Health and Safety Plan; approval of 24 month electricity supply contract, beginning July 2023, at a fixed rate to be finalized upon contract execution; approval for the Business Manager, Craig M. Livergood, to execute documents in connection with the electricity supply contract; approval to accept the resignation of Darin Claar, Diesel Technology Teaching Assistant retroactive to August 31, 2022; approval to reclassify Jan Pepperday from Data and Compliance Specialist/Financial Aid Assistant to Chief Financial Aid Officer at the compensation recommended by administration effective September 16, 2022; approval to hire Natasha Poorman-Provan as an adjunct instructor in the Practical Nursing program at an hourly rate of \$30.00 effective September 13, 2022, 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 Curtis Runyan as Horticulture/Landscaping instructor at a salary of \$49,350 effective September 13, 2022; approval to appoint Mindi Tobias as Mentor for Curtis Runyan with a stipend of \$300.00; 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 October 10, 2022.

First Reading of Policies:

- A. Section 200 – Pupils (Attachment #3)  
236.1 – Threat Assessment

Page 3  
September 12, 2022

B. Section 800 – Operations (Attachment #4)  
805 – Emergency Preparedness and Response  
805.2 – School Security Personnel

Roll call vote as follows:

Mrs. Weaver    yes                      Mrs. Greene    yes                      Mr. Miller            yes

Motion carried.

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

At 5:58 p.m. Mrs. Weaver adjourned the meeting.

*Theresa A. Buckley*  
Secretary