

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 Tuesday, April 11, 2023.

Present were:

Committee Members: Mrs. Kimberly Weaver  
Ms. Mary Ann Hamilton  
Mr. Allen Miller  
Mr. Barry Sands via Zoom  
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  
Mrs. Tammie Burnaford, Superintendent of Record  
Dr. Scott Etter, Solicitor

Visitors:

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

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

The Joint Operating Committee was invited to the Dental Assisting classroom for a presentation by the Dental Assisting students.

Ms. Hamilton moved, seconded by Mr. Miller, approval of the minutes of the regular meeting held on March 13, 2023. All in favor. Motion carried.

Mr. Miller moved, seconded by Ms. Hamilton, 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 | Ms. Hamilton | yes | Mrs. Weaver | yes |
| Mr. Sands  | yes |              |     |             |     |

Motion carried.

Old Business:

There was no old business.

**New Business:**

**Vice-President of Secondary Education:**

Mrs. Volders reported on the Pathways Articulation Agreement with the Pennsylvania College of Technology for the Advertising and Commercial Arts program; Ed Finnefrock, Welding instructor, resignation effective June 5, 2023; new hire – Dawn Daugherty as a substitute instructor; reviewed policies 201-Admission of Students and 212-Reporting Student Progress; Students of the Month for March; and reviewed upcoming important dates April 27 – Signing Night, May 4 – Career and Technical Student Organizations banquet, May 5 – Staff Appreciation Breakfast, May 6 – Car Show, May 11 - Bald Eagle Elementary Career Day, May 17 & 18 – Bellefonte Elementary Career Days, May 19 – Penns Valley Elementary Career Day, May 31 – Senior Certificate and Awards Night.

**Vice-President of Post-Secondary Education:**

Mr. Taylor reported on the request for two days of unpaid leave for Shannon McChesney-Brungart; new hire – Dawn Daugherty as Interim CDL Coordinator/Instructor; new hire – Samantha Ianaro, Practical Nursing per diem clinical instructor; new hire – Bill McCloskey as an adjunct instructor for the Emerging Energy and Infrastructure program; the expansion of the Centre County Public Safety Training Center with a \$4 million dollar classroom/admin/industry training building is gaining momentum; Guy Woodard, coordinator of the environmental technologies programs is attending the Bellefonte non-degree career fair tomorrow and will highlight apprenticeship opportunities; Mount Nittany Physicians Group has finalized an agreement with CPI to sponsor Nursing and Medical Assisting students; Glenn O Hawbaker, Inc.'s human resource department has asked about our agreements with Penn Highlands Healthcare and Mount Nittany Physicians Group to discuss sponsoring Heavy Equipment and Diesel Technology students with their senior management; and we are providing electrical and PLC training to State College Area School Districts maintenance and facilities personnel this summer.

**Director of Facilities:**

Mr. Carra reported that electrical work in the Culinary Arts kitchen will be done this summer. He also reported that the trees in the courtyard have been removed.

**Business Manager:**

Mr. Livergood reported that the audit report has been received and that he will provide a summary to the Joint Operating Committee.

**President:**

Dr. Makin reported on the results of the prioritization of the Joint Operating Committee discussion/revising items and courtyard tree removal.

Dr. Makin asked the Joint Operating Committee how they want to handle donations. We recently received two donation of medical equipment for the Medical Science program. It was decided that administration should send the thank you letter for the donation and give the Joint Operating Committee an update of donated items under the information section on the agenda.

Superintendent of Record:

Mrs. Burnaford spoke about 9<sup>th</sup> grade students attending CPI and Bellefonte sees a lot of value in it.

An agreement with Mount Nittany Physicians Group was handed out. Mrs. Weaver recommended the agreement be added to the Consent Agenda.

Mr. Miller moved, Ms. Hamilton seconded, approval to add an agreement with Mount Nittany Medical Center Health Services, Inc. d/b/a Mount Nittany Physicians Group for Practical Nursing student's tuition assistance. All in favor. Motion carried.

Ms. Hamilton moved, seconded by Mr. Miller, approval of a Pathway (Articulation) Agreement with the Pennsylvania College of Technology for students in the Commercial and Advertising Arts program; approval of a quote from Strouse Electric Inc. in the amount of \$19,255 for electrical upgrades in the Culinary Arts kitchen; approval to accept the resignation of Edward Finnefrock, Welding instructor, effective June 5, 2023; approval of two (2) days of unpaid leave for Shannon McChesney-Brungart, Nurse Aide Coordinator, on April 24-25, 2023; approval to hire Dawn Daugherty as a substitute instructor at a daily rate of \$100.00 effective April 12, 2023; approval to hire Dawn Daugherty as Interim Coordinator/Instructor for the CDL program at an hourly rate of \$30.00, effective April 12, 2023; approval to hire Samantha Ianaro as a per diem clinical instructor in the Practical Nursing program at an hourly rate of \$30.00, effective April 12, 2023, 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 Bill McCloskey as an adjunct instructor for the Emerging Energy and Infrastructure program at an hourly rate of \$32.00, not to exceed 20 hours per week, effective March 12, 2023, 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 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 May 8, 2023; approval of the agreement with Mount Nittany Medical Center Health Services, Inc. d/b/a Mount Nittany Physicians Group for Practical Nursing student's tuition assistance.

Roll call vote as follows:

|            |     |              |     |             |     |
|------------|-----|--------------|-----|-------------|-----|
| Mr. Miller | yes | Ms. Hamilton | yes | Mrs. Weaver | yes |
| Mr. Sands  | yes |              |     |             |     |

Motion carried.

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

At 6:05 p.m. Mrs. Weaver adjourned the meeting.

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Mrs. Weaver announced that an executive session will be held after the regular meeting for personnel.

*Theresa A. Brickley*  
Secretary