

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, May 15, 2023.

Present were:

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

Staff Members: Dr. Richard C. Makin
Mrs. MaryAnn Volders
Mr. Todd Taylor
Mrs. Tammie Burnaford, Superintendent of Record
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. Sands were present. Ms. Hamilton and Mr. Miller were absent.

Mr. Sands moved, seconded by Mrs. Greene, approval of the minutes of the regular meeting held on April 11, 2023 and the special meeting held on April 17, 2023. All in favor. Motion carried.

Mrs. Greene moved, seconded by Mr. Sands, 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 application for Flexible Instructional Days for the 2023-2024 school year; reviewed the tentative 2023-2024 secondary enrollment; reviewed the request for probationary status

for the Collision Repair and Dental Assisting program for the 2023-2024 school year; April students of the month; 88.79% of seniors scored advanced or competent on the NOCTI's, this is down from last year but it was expected because this is the class that was most affected by COVID; shared the SkillsUSA competition results with three students placing 2nd; and important dates include: May 17-19 Elementary Career Days, May 23 – Senior BBQ and Awards, May 31-Senior Certificate and Awards Night, Summer Camps schedule.

Mrs. Volders announced that she would like to give a school safety report in an executive session after the regular meeting.

Vice-President of Post-Secondary Education:

Mr. Taylor reported on the articulation agreement between adult/post-secondary education and the secondary Medical Science program; out-of-state travel request for Andrew Brill, Natural Gas Compression Coordinator, and students to go to Ariel Corporation in Mount Vernon, OH; student tuition discount for dependents of CPI employees; third party data validator, Collegiate Admission & Retention Solutions (CARS); \$500 stipend for Andrew Brill to mentor Scott Smith; Scott Smith, Adult Diesel Technology Coordinator/Instructor is now employed and restarting the Diesel Technology program; and a meeting with a CASE dealer out of New York is scheduled for Wednesday to discuss the CASE program and partnering.

Director of Facilities:

Mr. Carra reported on the copper/lead water test. The test in the Culinary Arts kitchen came back high. Major line work was done before you get to the kitchen recently. The water has been retested and we are waiting for the results.

Business Manager:

Mr. Livergood reported on the JOC Treasurer appointment on agenda; and reviewed the Secondary Proposed Final General Operating Fund Budget and the Adult/Post-Secondary Proposed Final General Operating Fund Budget.

President:

Dr. Makin had nothing to report.

Superintendent of Record:

Mrs. Burnaford had nothing to report.

Mr. Sands moved, seconded by Mrs. Greene, approval of the Flexible Instructional Day application for the 2023-2024 school year; approval of an articulation agreement between CPI's post-secondary Medical Assistant and Healthcare Management programs and CPI's secondary Medical Science program, retroactive to May 1, 2023; approval for Andrew Brill, Natural Gas Compression Coordinator and five students from the Natural Gas Compression program to travel out-of-state to Ariel Corporation in Mt. Vernon, OH from May 24-25, 2023; approval of a 40% tuition discount for students who enroll in an Adult\Post-Secondary Education program and qualify per IRS guidelines as dependents of CPI employees; approval of an agreement with Collegiate Admission and Retention Services to provide

third party student placement verification services as required by ACCSC; the following recommendations were made by the Professional Advisory Committee and Administration for the 2023-2024 school year program offerings: approval for the Collision Repair Technology program be placed on probation due to projected under-enrollment; approval for the Dental Assisting program be placed on probation due to projected under-enrollment; approval to appoint Andrew Brill, Natural Gas Compression Coordinator, as a mentor with a stipend of \$500; approval to appoint Craig Livergood as Joint Operating Committee Treasurer for the 2023-2024 school year; 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 June 12, 2023.

Roll call vote as follows:

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

Mrs. Weaver announced that an executive session will be held following the regular meeting to discuss matters of safety that if disclosed, would be reasonably likely to jeopardize or threaten public safety and preparedness, and for personnel.

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

At 5:55 p.m. Mrs. Weaver adjourned the meeting.

Secretary