

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, November 13, 2023.

Present were:

Committee Members: Mrs. Tina Greene
Ms. Mary Ann Hamilton, Vice-Chairman
Mr. Allen Miller
Mr. Barry Sands
Mrs. Kimberly Weaver, Chairman
Mrs. Theresa Brickley, non-voting Secretary
Mr. Craig Livergood, non-voting Treasurer

Staff Members: Mrs. Tammie Burnaford, Superintendent of Record
Mr. Rick Carra
Dr. Scott Etter, Solicitor
Mrs. Jessica Martin
Mr. Todd Taylor
Mrs. MaryAnn Volders

Visitors: Ms. Alicia Breon, Cosmetology Instructor
Mr. Marty Craine, Carpentry Instructor
Dr. Sherri Connell, Penns Valley Area School District

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

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

Mrs. Volders introduced Mr. Craine, Carpentry Instructor and Bargaining Unit President and Ms. Breon, Cosmetology Instructor and SkillsUSA Advisor.

Ms. Breon and Mr. Craine introduced themselves and spoke about their background and their work at CPI. Mr. Craine also spoke about the DIY workshops that were held at CPI in conjunction with The Builder's Association of Central PA.

Dr. Connel spoke next about the IDEA Hub. The IDEA hub has been used for summer camps and faculty meetings. We are collaborating on the use of the equipment and ideas that can be developed in the IDEA Hub. In the spring, we are planning teacher workshops. Possibly, an engineering competition between the three sending districts. We want to start utilizing the equipment to the fullest.

Mr. Sands moved, seconded by Ms. Hamilton, approval of the minutes of the regular meeting held on October 9, 2023. All in favor. Motion carried.

Ms. Hamilton 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.

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Roll call vote as follows:

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

Motion carried.

Old Business:

There was no old business.

New Business:

Vice-President of Secondary Education:

Mrs. Martin reported on the new hires – Gregory Butterworth as Heavy Equipment Operations Instructor and Brianna Sten as Career Guidance Counselor; and gave an update on the social media initiative with Gracefully Built.

Mrs. Volders spoke about the unpaid leave request for Mr. Butterworth.

Vice-President of Post-Secondary Education:

Mr. Taylor reported on the reclassification for Lisa Sharer, Practical Nursing Administrative Assistant from full-time to part-time, until the transition is made with her replacement; new hires – Karolyn Sahoo and Gail Wilson as per diem Practical Nursing Instructors; new hire – Malcolm Shultz as HVAC Assistant Instructor; reviewed industry trainings for October/November 2023; and ACCSC reaccreditation is due with in the next two to three months.

Director of Facilities:

Mr. Carra reported on new hire – Michael Englert as Maintenance Technician; the door system will be updated over the Thanksgiving break; and he is still waiting on pricing for the controls of the buildings.

Business Manager:

Mr. Livergood had nothing to report.

President:

Mrs. Volders reported on the Local Advisory Committee member list, the first meeting was held and the room was full; Collision Repair has sufficient enrollment to be taken off of the probation list; reviewed the changes on Policy 701.1 – Naming School Facilities and the attachment for the Health Sciences Building Gift Naming; reviewed Secondary and Intergenerational enrollment and Adult/Post-Secondary Education enrollment; PDE will be here for three days in December for our 339 Approved Program Evaluations; and the Festival of Trees is December 8-10, 2023.

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Superintendent of Record:

Mrs. Burnaford announced that the Joint Boards of Education mixer will be held at CPI on April 9, 2024.

Mrs. Weaver thanked Mr. Sands for his service on the Joint Operating Committee.

Mr. Miller moved, seconded by Mr. Sands, approval of the 2023-2024 Local Advisory Committee members; approval to remove Collision Repair Technology from probationary status due to sufficient enrollment; approval to reclassify Lisa Sharer, full-time Practical Nursing Administrative Assistant, to part-time Administrative Assistant at an hourly rate of \$18.36 effective December 5, 2023; approval to hire Gregory Butterworth as Heavy Equipment Operations Instructor at a salary of \$54,500 effective December 4, 2023; approval to hire Michael Englert as Maintenance Technician at a salary of \$48,500, effective November 14, 2023; approval to hire Karolyn Sahoo as a per diem Practical Nursing Instructor at an hourly rate of \$30.00 effective November 14, 2023; approval to hire Malcolm Shultz as HVAC Assistant Instructor at a salary of \$33,309 effective November 14, 2023; approval to hire Brianna Sten as Career Guidance Counselor at a salary of \$49,500 with an effective date to be determined; approval to hire Gail Wilson as a per diem Practical Nursing Instructor at an hourly rate of \$30.00 effective November 14, 2023; approval of four days of unpaid leave for Gregory Butterworth, Heavy Equipment Operations Instructor, December 12-15, 2023; 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 December 11, 2023.

First Reading of Policies:

Section 700 – Property (Attachment #2)

701.1 – Naming School Facilities

Roll call vote as follows:

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

Motion carried.

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

At 6:09 p.m. Mrs. Weaver adjourned the meeting.

Secretary