

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, December 11, 2023.

Present were:

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

Staff Members: Mr. Rick Carra
Dr. Scott Etter, Solicitor
Mrs. Jessica Martin
Mr. Todd Taylor
Mrs. MaryAnn Volders

Visitors: Mrs. Erin Gearhart
Mr. Curtis Runyan

Mrs. Weaver called the regular meeting to order at 5:33 p.m.

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

The Joint Operating Committee must elect a Chairman and Vice-Chairman to serve for 2024.

Dr. Etter opened nominations for Chairman.

Mrs. Hamilton moved, seconded by Mrs. Greene to appoint Mrs. Weaver as Chairman. A nomination was made and seconded and there were no other nominations.

Mrs. Greene moved, seconded by Ms. Hamilton to close nominations.

All votes were cast unanimously for the nomination. Motion carried. Mrs. Weaver was declared Chairman.

Dr. Etter opened nominations for Vice-Chairman.

Mrs. Weaver moved, seconded by Mr. Miller to appoint Ms. Hamilton as Vice-Chairman. A nomination was made and seconded and there were no other nominations.

Mrs. Greene moved, seconded by Mrs. Weaver to close nominations.

All votes were cast unanimously for the nomination. Motion carried. Ms. Hamilton was declared Vice-Chairman.

Mrs. Weaver welcomed Mr. Pick to the JOC.

Mrs. Weaver introduced Mr. Runyan, Horticulture/Landscaping Instructor. Mr. Runyan introduced himself and spoke about his past work experience. He also spoke about his students and the Horticulture/Landscaping program.

Mrs. Weaver introduced Mrs. Gearhart, Early Childhood Education Instructor. Mrs. Gearhart spoke about her past work experience. She also spoke about her classes and the hands-on experience they receive while working with the Head Start program.

Mr. Miller moved, seconded by Ms. Hamilton, approval of the minutes of the regular meeting held on November 13, 2023. 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:

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

Motion carried.

Old Business:

There was no old business.

New Business:

Vice-President of Secondary Education:

Mrs. Martin reported on the articulation agreements with Pennsylvania Highlands Community College; and new hire – Stephanie Ripka, as an Adjunct IDEA Hub Instructor/Trainer.

Vice-President of Post-Secondary Education:

Mr. Taylor reported on the CCPSTC new hires – Greg Fabrizio, Jr., Heidi O'Neal, and William Radtke; the resignation of Chet Selfridge, CDL Instructor; new hire – Kelly Worden as Practical Nursing Administrative Assistant; Assignment and Compensation update for Robert Reed to full-time hourly; and January is an enrollment window and Practical Nursing has strong enrollment for the new year.

Director of Facilities:

Mr. Carra reported that the new door access system through Vigilant Security has been installed and is working well. We are still in the process of getting pricing for the HVAC controls.

Business Manager:

Mr. Livergood reported that four bids were received for the surveillance equipment and the lowest bid was App-Techs Corporation in the amount of \$67,285.56.

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President:

Mrs. Volders welcomed Mr. Pick. Mrs. Volders reported on the 2024 regular meeting dates; new hire – Kathryn Gearhart as a substitute instructor; reviewed policy 701.1 – Naming School Facilities; and reviewed Secondary and Intergenerational enrollment and Adult Post-Secondary Education enrollment.

Mrs. Volders also said that the Superintendents, Board Presidents luncheon will be held on December 19th at CPI.

Mrs. Brickley spoke about the 2023 Festival of Trees event which was well attended.

Mrs. Weaver announced that a correction was needed on the agenda. The October, November and December JOC meeting dates need the year corrected to 2024.

Ms. Hamilton moved, seconded by Mr. Miller, approval of an Articulation Agreements with Pennsylvania Highlands Community College for all programs effective November 20, 2023; approval of an Articulation Agreement with Pennsylvania Highlands Community College for Early Childhood Education retroactive to August 1, 2023; approval of an Articulation Agreement with Pennsylvania Highlands Community College for Information Technology retroactive to November 16, 2023; approval to accept the bid from App-Techs Corporation in the amount of \$67,285.56 for surveillance equipment funded with the PCCD Safety & Security Grant award; approval of the following dates for the 2024 regular meetings of the Joint Operating Committee to be held at 5:30 PM at CPI: January 8, February 12, March 11, April 8, May 13, June 10, August 12, September 9, October 14, November 11, and December 9; approval to accept the resignation of Chet Selfridge as CDL Instructor effective December 20, 2023; approval to hire Greg Fabrizio Jr. as an instructor for the Centre County Public Safety Training Center at an hourly rate of \$21.00 for lead instructor and \$17.00 for assistant instructor, effective December 12, 2023; approval to hire Kathryn Gearhart as a substitute instructor at a daily rate of \$100.00 effective December 12, 2023, pending receipt of the Pennsylvania Criminal History Report; approval to hire Heidi O’Neal as an instructor for the Centre County Public Safety Training Center (CCPSTC) at an hourly rate of \$21.00 for lead instructor and \$17.00 for assistant instructor, effective December 12, 2023; approval to hire William Radtke as a facilitator for the Centre County Public Safety Training Center (CCPSTC) at an hourly rate of \$21.00 for lead instructor and \$17.00 for assistant instructor, effective December 12, 2023; approval to hire Stephanie Ripka, Penns Valley Area School District Teacher, as an Adjunct IDEA Hub Instructor/Trainer at an hourly rate of \$32.00 effective December 12, 2023; approval to hire Kelly Worden as Practical Nursing Administrative Assistant at a salary of \$37,050 effective December 12, 2023; 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 January 8, 2024.

Second Reading and Final Approval of Policy:

Section 700 – Property

701.1 – Naming School Facilities

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Roll call vote as follows:

Mrs. Weaver yes
Ms. Hamilton yes

Mr. Pick yes
Mrs. Greene yes

Mr. Miller yes

Motion carried.

Ms. Hamilton moved, seconded by Mrs. Greene to adjourn.

At 6:08 p.m. Mrs. Weaver adjourned the meeting.

Secretary