

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, January 22, 2024.

Present were:

Committee Members: Mrs. Tina Greene
Ms. Mary Ann Hamilton, Vice-Chairman
Mr. Allen Miller
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: Dr. Brian Griffith, Penns Valley Area School District Superintendent
Mr. Donald Crane, Advertising & Commercial Arts Instructor

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

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

Mrs. Weaver introduced Mr. Crane, Advertising & Commercial Arts Instructor. Mr. Crane spoke about the different types of design taught in his program area, career pathways of current and past students, working with students with disabilities, and allowing tracks for students to do independent studies. The Advertising & Commercial Arts program currently has 31 students enrolled.

Mr. Crane left the meeting at 5:42 p.m.

Ms. Hamilton moved, seconded by Mr. Miller, approval of the minutes of the regular meeting held on December 11, 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:

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

Motion carried.

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Old Business:

There was no old business.

New Business:

Vice-President of Secondary Education:

Mrs. Martin reported on new hire – Maranda Gurner as Substitute Instructor; November and December Students of the Month; and SkillsUSA District 7 Competition Results.

Vice-President of Post-Secondary Education:

Mr. Taylor reported on new hire – Ben Johnston as Certified Welding Inspector; and new hire - Emalea Mills as per diem Practical Nursing Instructor.

Director of Facilities:

Mr. Carra reported that the cameras will be installed this week.

Business Manager:

Mr. Livergood reported that the auditor will be here next month. He is hoping to have the preliminary 2024-2025 budgets ready for the February meeting.

President:

Mrs. Volders reported on the updated Memorandum of Agreement with Centre County; Health and Safety Plan update; new hire – Dr. Cardell as Medical Director; and post-secondary and secondary enrollment numbers have been maintained.

Mrs. Volders then started a discussion about the Health Sciences Building. She spoke about the deadlines to meet the standards of the USDA loan and we are close to a drop-dead date. The cost to go to bid is \$42,000 plus up to \$15,000 for postage. The CPI Foundation, Inc. will be voting to pay those fees. Mrs. Volders is asking for a vote at the Special Joint Operating Committee Meeting on January 29th to support taking the project to bid. The conversation also included funding, grants, interim financing, deadlines, request for USDA extension, challenges with sending district support which may vary depending on districts individual circumstances, and an updated Performa is requested.

Mr. Miller moved, seconded by Mrs. Greene, approval of an updated Memorandum of Agreement with the County of Centre for use of the CPI main facility as the County's Alternate Operations Center effective January 22, 2024; approval of the 2023-2024 Health and Safety Plan; approval of a Medical Director Services Agreement with Dr. Anthony Cardell, retroactive to January 9, 2024; approval to hire Maranda Gurner as a Substitute Instructor at a daily rate of \$100.00 effective January 23, 2024; approval to hire Ben Johnston, Certified Welding Inspector (CWI/AWS), at an hourly rate of \$32.00 retroactive to January 16, 2024, pending receipt of Recognizing and Reporting Child Abuse Training Certificate; approval to hire Emalea Mills as a per diem Practical Nursing Instructor at an hourly rate of \$30.00 retroactive to January 8, 2024; 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 February 12, 2024.

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Roll call vote as follows:

Mrs. Greene yes
Ms. Hamilton yes

Mrs. Weaver yes

Mr. Miller yes

Motion carried.

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

At 6:16 p.m. Mrs. Weaver adjourned the meeting.

Secretary