

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, June 17, 2024.

Present were:

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

Staff Members: Mrs. Tammie Burnaford, Superintendent of Record
Mr. Rick Carra
Mrs. Jessica Martin
Mrs. MaryAnn Volders

Visitors: Dr. Brian Griffith

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

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

Mrs. Greene moved, seconded by Mr. Pick, approval of the minutes of the regular meeting held on May 13, 2024. All in favor. Motion carried.

Mrs. Greene moved, seconded by Mr. Pick, 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. Weaver	yes	Mr. Pick	yes	Mrs. Greene	yes
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Motion carried.

Old Business:

There was no old business.

New Business:

Vice President of Secondary Education:

Mrs. Martin reported that she would like to recommend Mr. Donald Crane for tenure and the resignation of Mrs. Sharon Cook as Attendance Secretary/Child Accounting.

Page 2

June 17, 2024

Director of Facilities:

Mr. Carra reported on the rehire of CPI student Eric Gamber as a summer custodian; new hire Erin McClusick as a summer custodian; assignment and compensation update for Kody Baird and Oliver Collier; upcoming renewal of ongoing contracts; Automated Logic should be starting next month with the building controls work; and we will be adding welding booths in the Welding and Metal Fabrications program area due to increased enrollment.

Business Manager:

Mr. Livergood handed out a Final Secondary General Fund Budget Summary of Revenue and Expenses highlighting the 2024-2025 final budget.

President:

Mrs. Volders reported that the Natural Gas Compression/CAT Ariel program has consistently low enrollment, and we are going to close the program; Juniper Village clinical affiliation agreement for the Nurse Aide program; the Central Intermediate Unit 10 proposal for IT Helpdesk Services; Mark Keller's out-of-state trip for SkillsUSA; Timothy Beckenbaugh's out-of-state ProStart training; Centre County Public Safety Training Center new hires – Aaron Burkholder, Amanda Lynch, David Lynch, Brian Klinefelter, and Chris Keen; reclassify Emalea Mills as Full-Time Practical Nursing Instructor; thank you letter from the Centre County Conservation District; reviewed enrollment reports; and discussed ideas for Heavy Equipment Operations Instructor or part-time Assistant Instructor that could also possibly be the part-time CDL Coordinator.

Mrs. Volders welcomed Dr. Griffith as Superintendent of Record beginning next month. She also thanked Mrs. Burnaford for her service and congratulated her on retirement and presented her with a certificate.

Superintendent of Record:

Mrs. Burnaford thanked everyone for the last few years and said she has learned a lot. Friday is the groundbreaking for Bellefonte's new elementary school, and there will be an Educational Outreach Coordinator so students can go to the worksite as a learning opportunity.

Mrs. Weaver moved to recess for an Executive Session to discuss matters of employment at 6:03 p.m. All in favor.

The regular meeting reconvened at 6:10 p.m.

Mrs. Greene moved, seconded by Mr. Pick, approval of the 2024-2025 Final Secondary Education General Operating Fund Budget in the amount of \$5,404,823; approval of the 2024-2025 Final Adult/Post-Secondary General Operating Fund Budget with revenue of \$4,407,483 and expenditures of \$4,484,536; approval to close enrollments for the Natural Gas Compression – CAT/Ariel Emphasis AST program due to consistently low enrollment; approval of a Clinical Affiliation Agreement with Juniper Village for the Nurse Aide program effective June 18, 2024; approval to accept the proposal from the Central Intermediate Unit 10 for IT Helpdesk Services in the amount of \$169,200 effective July 1, 2024 to June 30, 2025; approval for Mark Keller to attend the National SkillsUSA Leadership Competition in

Atlanta, GA from June 20 to July 1, 2024; approval for Timothy Beckenbaugh, Culinary Arts Instructor, to attend the ProStart Educator Fellows Program in Denver, CO on October 6-8, 2024; approval of the Business Manager's compensation agreement effective July 1, 2024; approval of tenure for Donald Crane, Advertising and Commercial Arts Instructor; approval to accept the resignation of Sharon Cook, Attendance Secretary/Child Accounting, effective August 7, 2024; approval to reclassify Emalea Mills from Per Diem Practical Nursing Instructor to Full Time Practical Nursing Instructor at an annual salary of \$55,990 effective June 17, 2024; approval to hire Aaron Burkholder as an Instructor for the Centre County Public Safety Training Center at an hourly rate of \$21.00, effective June 18, 2024; approval to hire Amanda Lynch as an Instructor for the Centre County Public Safety Training Center at an hourly rate of \$21.00, effective June 18, 2024; approval to hire David Lynch as an Instructor for the Centre County Public Safety Training Center at an hourly rate of \$21.00, effective June 18, 2024; approval to hire Brian Klinefelter as an Instructor for the Centre County Public Safety Training Center at an hourly rate of \$21.00, effective June 18, 2024; approval to hire Chris Keen as an Instructor for the Centre County Public Safety Training Center at an hourly rate of \$21.00, effective June 18, 2024; approval to hire Eric Gamber as part-time summer custodial help at an hourly rate of \$11.00 retroactive to June 10, 2024; approval to hire Aaron McClusick as part-time summer custodial help at a rate of \$10.00 per hour retroactive to June 12, 2024; approval for the Executive Director/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 August 12, 2024.

Roll call vote as follows:

Mrs. Greene yes Mr. Pick yes Mrs. Weaver yes

Motion carried.

Mrs. Weaver announced that there will be an Executive Session to discuss safety after the regular meeting.

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

At 6:12 p.m. Mrs. Weaver adjourned the meeting.

Secretary