

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, September 9, 2024.

Present were:

Committee Members: Mr. Jack Bechdel
Mrs. Tina Greene
Ms. Mary Ann Hamilton
Mr. Allen Miller
Mrs. Kimberly Weaver, Chairman
Mr. Craig Livergood, non-voting Treasurer

Staff Members: Mr. Brian Griffith, Superintendent of Record
Mr. Rick Carra
Mrs. Jessica Martin
Mr. Todd Taylor
Mrs. MaryAnn Volders

Visitors: Dr. Christopher Hartley
Mrs. Debra Couturiaux

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

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

Mrs. Weaver welcomed Dr. Hartley and Mrs. Couturiaux.

Dr. Hartley gave a presentation on how the Healthcare Training Center could benefit secondary students and the community. Mrs. Couturiaux spoke about how the nursing programs would also benefit.

Mr. Bechdel moved, seconded by Mrs. Greene, approval of the minutes of the regular meeting held on August 12, 2024. All in favor. Motion carried.

Ms. Hamilton 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:

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

Motion carried.

Old Business:

There was no old business.

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New Business:

Vice President of Secondary Education:

Mrs. Martin reported on the service agreement with Gracefully Built, LLC; secondary education goals will be ready for the October meeting; and she had to order more copies of the CPI newsletter.

Vice-President of Post-Secondary Education:

Mr. Taylor reported on the Post-Secondary Faculty and Staff Handbook; CPI New Instructor Induction Manual; clinical agreement with Pediatric Dental Care for Dental Assisting; reclassify Emily Mills from full-time to per diem instructor; new hire Erica Bowmaster as full-time Practical Nursing instructor; new hire – Lenny Hockenberry and William Kern as CDL Instructors and 3rd party examiners; new hire – Tiffany Young as per diem Practical Nursing instructor; Health Sciences Building Updates (handout – Health Sciences Building Operating Income Projections); Central PA Builders Association Scholarship for purchasing tools for Centre County HVAC and Carpentry students; and an update on Water Wastewater Utility Operator Apprenticeships.

Director of Facilities:

Mr. Carra reported that the Automated Logic project is due to be finished this week; the welding booths and electrical project have been completed; and the combi ovens have been installed in Culinary Arts and are functioning.

Business Manager:

Mr. Livergood reported on the welding equipment bid.

President:

Mrs. Volders reported that CPI has been named Centre County “Gold” Career and Technical Education Center; Erica Robinson’s request for unpaid leave; and reviewed the policies that are on the agenda for second reading and final approval. There was a discussion concerning policies 103-Discrimination/Harassment Affecting Students, 103.1-Nondiscrimination – Qualified Students With Disabilities, and 104 – Discrimination/Harassment Affecting Staff.

Superintendent of Record:

Dr. Griffith gave an update on the Health Science Building project meetings, fundraising, potential options, and upcoming meetings.

Mrs. Weaver requested policies 103-Discrimination/Harassment Affecting Students, and 104 – Discrimination/Harassment Affecting Staff be removed from the Consent Agenda for separate consideration. All in favor.

Mr. Bechdel moved, seconded by Mr. Miller, approval of the Post-Secondary Faculty and Staff Handbook revisions; approval of the CPI New Instructor Induction Manual - Post-Secondary; approval of Welding Equipment Bid received from Roberts Oxygen Company, in the amount of \$44,400; approval of a service agreement with Gracefully Built LLC at a cost of \$7,000 per semester for the 2024-2025 school

year, effective September 10, 2024; approval of a clinical agreement with Pediatric Dental Care for the Dental Assisting intergenerational program retroactive to September 4, 2024; approval of an unpaid

leave request for Arika Robinson, Health Room Para-Educator/School Nurse, on October 18-25, 2024; approval to reclassify Emalea Mills from full-time Practical Nursing instructor to per-diem Practical Nursing instructor at an hourly rate of \$30.00, effective September 15, 2024; approval to hire Erica Bowmaster as a full-time Practical Nursing instructor at a salary of \$55,990, effective September 16, 2024, pending receipt of the FBI Criminal Background Check, Pennsylvania State Police Criminal History Report, Pennsylvania Child Abuse History Certification, Recognizing and Reporting Child Abuse Training Certificate, and Sexual Misconduct/Abuse Disclosure Release; approval to hire Lenny Hockenberry as an adjunct CDL instructor and PennDOT 3rd party examiner at an hourly rate of \$27.00 for instruction and \$32.00 for examiner, effective September 10, 2024, pending receipt of the FBI Criminal Background Check, Pennsylvania State Police Criminal History Report, Pennsylvania Child Abuse History Certification, Recognizing and Reporting Child Abuse Training Certificate, and Sexual Misconduct/Abuse Disclosure Release; approval to hire William Kern as an adjunct CDL instructor and PennDOT 3rd party examiner at an hourly rate of \$27.00 for instruction and \$32.00 for examiner, effective September 10, 2024, pending receipt of the Pennsylvania Child Abuse History Certification; approval to hire Tiffany Young as a per diem Practical Nursing instructor at an hourly rate of \$30.00, effective September 15, 2024, pending receipt of the FBI Criminal Background Check, Pennsylvania State Police Criminal History Report, Pennsylvania Child Abuse History Certification, Recognizing and Reporting Child Abuse Training Certificate, and Sexual Misconduct/Abuse Disclosure Release; 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 October 14, 2024.

Second reading and final approval of policies 103.1 – Nondiscrimination – Qualified Students With Disabilities, 104 – Discrimination/Harassment Affecting Staff, 222 – Tobacco and Vaping Products, 249 – Bullying/Cyberbullying, 323 – Tobacco and Vaping Products, and 824 – Maintaining Professional Adult/Student Boundaries.

Roll call vote as follows:

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

Motion carried.

Ms. Hamilton moved, seconded by Mr. Miller, to table policies 103-Discrimination/Harassment Affecting Students, and 104 – Discrimination/Harassment Affecting Staff until a court of competent jurisdiction provides a ruling on the subject.

Roll call vote as follows:

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

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Motion carried.

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

At 6:14 p.m. Mrs. Weaver adjourned the meeting.

Secretary