

The regular meeting of the Central Pennsylvania Institute of Science and Technology Joint Operating Committee was held in the boardroom of the Central Pennsylvania Institute of Science and Technology, Pleasant Gap, PA on Monday, August 14, 2023.

Present were:

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

Staff Members: Mrs. MaryAnn Volders, Executive Director/President
Mrs. Jessica Martin, Vice President of Secondary Education
Mr. Todd Taylor, Vice President of Post-Secondary Education
Mr. Richard Carra, Director of Facilities
Dr. Scott Etter, Solicitor

Visitors: None

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

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

Mrs. Greene moved, seconded by Mr. Sands, approval of the minutes of the regular meeting held on June 12, 2023. All in favor. Motion carried.

Mr. Sands 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	Mrs. Weaver	yes	Mr. Sands	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 2023-2024 Student-Parent Handbook changes; 2023-2024 Faculty and Staff Handbook changes; requesting approval to remove the Dental Assistant program from probationary status due to sufficient enrollment; new hire – Brent Riggle as Welding Instructor; and approval of a

Career Pathways Agreement for Advertising and Commercial Arts with the Pennsylvania College of Technology.

Vice-President of Post-Secondary Education:

Mr. Taylor reported that we are asking for approval to buy trainers from Allegheny Education Systems for PLC industry training; new hire – Richard Rannie as HVAC Assistant Instructor; new hires Matthew Oldt, Kevin Straub, and Ronald Young Jr. as Centre County Public Safety Training Center (CCPSTC) Instructors; new hire – Chris Keen and Dennis Mellinger as CCPSTC Fire Evaluators; State College Airport (SCE) is donating an airport rescue and firefighting fire truck to CPI and SCE is working with the FAA for funding to provide the CCPSTC with an airplane fuselage fire simulator; Scott Smith, Diesel Instructor, has been asked by the Associated Equipment Distributors (AED) to sit on a panel about job outlooks, skills needed to enter the workforce, future industry changes, and the workforce crisis on August 29th in Pittsburgh; and Dave Kessler, Adult Heavy Equipment Instructor, with the help of CPI volunteers took the Heavy Equipment simulator to Ag Progress Days on August 8th-10th.

Director of Facilities:

Mr. Carra reported on the NRG service contract; Redmond's Complete Comfort Gold membership plan; McClure Mechanical maintenance agreement; Vigilant Security quote; and the resignation of Philip Smeal, Maintenance Technician.

He also reported that the HVAC controls in the main building and TTC are reaching end of life. We are being proactive and looking at the cost of upgrading in the near future.

Business Manager:

Mr. Livergood reported on the E-Rate agreement with The KSL Group; and new Dozer lease for the Heavy Equipment Operation programs and the return of current leased equipment.

President:

Mrs. Volders reported that the Dental Assisting program can be removed from probationary status due to sufficient enrollment; Collision Repair remains on probationary status with a projected enrollment of 18; the Horticulture/Landscaping program, with new instructor Mr. Runyan, has 12 projected students enrolled; resignation - Gary Heverly as School Counselor; 2023-2024 student organization advisors, Alicia Kitchen-SkillsUSA, Curtis Runyan-FFA, Erin Gearhart-National Technical Honor Society, and Timothy Beckenbaugh-FCCLA; retroactive approval of Curtis Runyan as the 2022-2023 FFA Advisor; appoint Jessica Martin as Cooperative Education Coordinator, School Safety Coordinator, and OCR/Title IV Coordinator; reviewed Policy 216.1 Supplemental Discipline Records; Adult/Post-Secondary enrollment; Secondary projected enrollment; and gave an update on filling the Career School Counselor position.

Superintendent of Record:

Mrs. Burnaford was absent.

Mr. Sands moved, seconded by Mr. Miller, approval of the 2023-2024 Secondary Student-Parent Handbook revisions; approval of the 2023-2024 Secondary Faculty-Staff Handbook revisions; approval to remove the Dental Assisting program from probationary status for the 2023-2024 school year due to sufficient projected enrollment; approval of a Career Pathways Agreement between CPI Advertising and

Commercial Arts (CIP Code: 50.0402) and Pennsylvania College of Technology; approval of an agreement with The KSL Group to provide consulting support for E-Rate program for the 2023-2024 funding year in the amount of \$1,250; approval of a Maintenance Services Agreement with NRG Building Services, Inc. in the amount of \$7,220, retroactive to July 1, 2023; approval to renew the Gold Membership Plan with Redmond's Complete Comfort, LLC in the amount of \$4,094.00, retroactive to June 29, 2023; approval of a Planned Maintenance Agreement with McClure Company in the amount of \$25,776, effective August 1, 2023 to July 31, 2024; approval to accept the quote from Vigilant Security Inc. to upgrade our current Access Control System at a cost of \$14,194.00 and a software licensing fee data plan cost of \$176.00 per month; approval to accept the quote from Allegheny Educational Systems, Inc. in the amount of \$21,857.48; approval of an equipment lease for a 2023 Komatsu D39EX-24 Dozer for 48 months at a monthly cost not to exceed \$2,875.72; approval for Craig M. Livergood, Business Manager, to execute documents in connection with Komatsu Dozer lease; approval to accept the resignation of Gary Heverly Jr. as Secondary School Counselor retroactive to August 11, 2023; approval to accept the resignation of Philip Smeal, Maintenance Technician, retroactive to July 28, 2023; approval of the following advisors for the 2023-2024 school year with a stipend per the collective bargaining agreement: Mrs. Alicia Breon – SkillsUSA, Mr. Curtis Runyan – FFA, Mrs. Erin Gearhart – NTHS, and Mr. Timothy Beckenbaugh – FCCLA; approval of Mr. Curtis Runyan as FFA Advisor for the 2022-2023 school year retroactive to September 13, 2022 with a stipend per the collective bargaining agreement; approval to appoint Jessica Martin as Cooperative Education Coordinator, effective August 15, 2023; approval to appoint Jessica Martin as School Safety Coordinator, effective August 15, 2023; approval to appoint Jessica Martin as OCR/Title IV Coordinator, effective August 15, 2023; approval to hire Richard Rannie as HVAC Assistant Instructor at a salary of \$33,309, effective August 15, 2023, pending receipt of the FBI Criminal Background Check, Pennsylvania State Police Criminal History Report, Pennsylvania Child Abuse History Certification, and Recognizing and Reporting Child Abuse Training Certificate; approval to hire Brent Riggle as Welding Instructor at a salary of \$49,321.67, effective August 15, 2023. Pending receipt of the FBI Criminal Background Check, Pennsylvania State Police Criminal History Report, Pennsylvania Child Abuse History Certification, and Recognizing and Reporting Child Abuse Training Certificate; approval to hire Daniel Kearney as Facilitator for the Centre County Public Safety Training Center (CCPSTC) at an hourly rate of \$17.00, effective August 15, 2023; approval to hire Chris Keen as Contractor/Evaluator for the Centre County Public Safety Training Center (CCPSTC) at a daily rate of \$150.00, effective August 15, 2023; approval to hire Dennis Mellinger as Contractor/Evaluator for the Centre County Public Safety Training Center (CCPSTC) at a daily rate of \$150.00, effective August 15, 2023; approval to hire Matthew Oldt 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 August 15, 2023; approval to hire Kevin Straub 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 August 15, 2023; approval to hire Ronald Young Jr. 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 August 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 September 11, 2023.

First reading of policies:

Section 200 Pupils

216.1 – Supplemental Discipline Records

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Roll call vote as follows:

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

Motion carried.

Mrs. Greene moved, seconded by Mr. Miller to adjourn.
At 6:11 p.m. Mrs. Weaver adjourned the meeting.

Theresa A. Brickley
Joint Operating Committee Secretary