

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 11, 2023.

Present were:

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

Staff Members: Mrs. Tammie Burnaford, Superintendent of Record
Mr. Rick Carra
Dr. Scott Etter, Solicitor
Mrs. Jessica Martin
Mr. Todd Taylor
Mrs. MaryAnn Volders

Visitors: Dr. Brian Griffith
Mr. Curt Whitesel

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

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

Mr. Sands moved, seconded by Mr. Miller, approval of the minutes of the regular meeting held on August 14, 2023. All in favor. Motion carried.

Mrs. Greene moved, seconded by Ms. Hamilton, 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. Sands	yes	Mr. Miller	yes
Ms. Hamilton	yes	Mrs. Greene	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 SWIS™ Suite License Agreement; resignation – Jeanie Burns as Mental Health Coordinator; resignation – Chris Skelly as Heavy Equipment Operations Instructor; Mike Sipe, Automotive Technology Instructor, as mentor for Brent Riggle, Welding Instructor; and new hire – Annie Packer as Substitute Health Room Para Educator/School Nurse.

Vice-President of Post-Secondary Education:

Mr. Taylor reported on the Post-Secondary Faculty and Staff Handbook revisions; Post-Secondary Catalog and Student Handbook revisions; new hire – George J. Lazorchick as a Contractor for the Centre County Public Safety Training Center (CCPSTC); new hire – Todd A. Shook as a CCPSTC Instructor; new hire – Brian C. Kleinfelter as a CCPSTC Contractor/Evaluator; new hire – Amanda J. Lynch as a CCPSTC Contractor/Evaluator; new hire – David J. Lynch as a CCPSTC Contractor/Evaluator; and assignment and compensation update for Ali Laslo to teach HCC-123 Communication in Healthcare.

Director of Facilities:

Mr. Carra reported on the Culinary Arts kitchen electrical work; the Maintenance Technician vacant position; Automated Logic meeting to be held tomorrow to talk about upgrading both buildings; the fire alarm system will be monitored by Centre County 911 starting tomorrow; and Vigilant will install the new door monitoring system on October 20th.

Business Manager:

Mr. Livergood had nothing to report.

President:

Mrs. Volders reported on the 2023-2024 Health and Safety Plan; rescind employment to Richard Rannie as HVAC Assistant Instructor; Policies 331 – Job Related Expenses and 216.1 – Supplemental Discipline Records; assignment and compensation update for Donna Bowmaster to work half days in Heavy Equipment Operations to help support the program; assignment and compensation update for Arika Robinson as Full-Time School Nurse; and we are still looking for a Career School Counselor.

Superintendent of Record:

Mrs. Burnaford started a conversation regarding the Health Sciences Building. The discussion included project cost, financing, interim financing by sending districts, grant funding and the process of releasing grant funds, construction time, program areas that could be housed in the building, creating a presentation for the sending school boards of education, discussion with sending school boards of education regarding their openness/interest for the project, philanthropic support, and the option to lease space. A decision to be made soon is whether or not to send the project out to bid.

Ms. Hamilton moved, seconded by Mr. Sands, approval of the 2023-2024 Health and Safety Plan; approval of a SWIS™ Suite License Agreement with the University of Oregon for the SWIS discipline system software at a cost of \$350 per year, effective through August 31, 2024; approval of the Post-Secondary Faculty and Staff Handbook revisions; approval of the Post-Secondary Catalog and Student

Handbook revisions; approval to accept the resignation of Jeanie Burns as Mental Health Coordinator retroactive to August 23, 2023; approval to rescind the offer of employment to Richard Rannie as HVAC Assistant Instructor; approval to accept the resignation of Chris Skelly as Heavy Equipment Operations Instructor, effective December 1, 2023 or before; approval of Mindi Tobias as Co-SkillsUSA Advisor with Alicia Breon for the 2023-2024 school year with a stipend per the collective bargaining agreement; approval to appoint Mike Sipe, Automotive Technology Instructor, as Mentor for Brent Riggle, Welding Instructor, with a stipend of \$300.00; approval to hire George J. Lazorchick as a Contractor 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 September 12, 2023; approval to hire Todd A. Shook 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 September 12, 2023; approval to hire Brian C. Kleinfelter as a Contractor/Evaluator for the Centre County Public Safety Training Center at a daily rate of \$150.00, effective September 6, 2023; approval to hire Amanda J. Lynch as a Contractor/Evaluator for the Centre County Public Safety Training Center at a daily rate of \$150.00, effective September 6, 2023; approval to hire David J. Lynch as a Contractor/Evaluator for the Centre County Public Safety Training Center at a daily rate of \$150.00, effective September 6, 2023; approval to hire Annie M. Packer as Substitute Health Room Para Educator/School Nurse at an hourly rate of \$20.00, retroactive to September 5, 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 October 9, 2023.

First Reading of Policies:

Section 300

331 – Job Related Expenses

Second Reading and Final Approval of Policies:

Section 200 Pupils

216.1 – Supplemental Discipline Records

Roll call vote as follows:

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

Motion carried.

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

At 6:22 p.m. Mrs. Weaver adjourned the meeting.

Secretary