

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, April 14, 2025.

Present were:

Committee Members: Mrs. Tina Greene
Mrs. Karla Groy
Ms. Mary Ann Hamilton, Vice-Chairman
Mrs. Kristin Lyons
Mrs. Kimberly Weaver, Chairman
Mr. Craig Livergood, non-voting Treasurer
Mrs. Theresa Brickley, non-voting Secretary

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

Visitors: None

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

Roll was called: Mrs. Greene, Mrs. Groy, Ms. Lyons, Ms. Hamilton, and Mrs. Weaver were present.

Mrs. Weaver welcomed Mrs. Lyons to the Joint Operating Committee.

Ms. Hamilton moved, seconded by Mrs. Greene, approval of the minutes of the regular meeting held on March 10, 2025. All in favor. Motion carried.

Mrs. Groy 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. Greene	yes	Mrs. Groy	yes	Mrs. Weaver	yes
Ms. Hamilton	yes	Mrs. Lyons	yes		

Motion carried.

Old Business:

There was no old business.

New Business:

Vice President of Secondary Education:

Mrs. Martin reported on the SkillsUSA State Competition results with 5 silver medal winners and 1 Bronze medal winner; and an Ice Cream Social for Students of the Month will be held on May 20.

Vice President of Adult and Post-Secondary Education:

Mr. Taylor reported on the revised attendance and advanced placement policies for the Practical Nursing program; clinical agreement with Dental365 for the Dental Assisting program; and on the resignation of Andrew Brill, Coordinator of the Natural Gas Compression program, Lenny Hockenberry, CDL Instructor, and Roger Smith, CDL Instructor.

Director of Facilities:

Mr. Carra reported on the new hire, Andrew Bourne, as Maintenance Technician.

Business Manager:

Mr. Livergood shared a handout that was prepared by John Compton, CPA, CGFM, and Christine Zoerner from Baker Tilly US, LLP regarding the 2023-2024 audit results, in which the financial statements received an "unmodified" opinion.

Mr. Livergood also reported on the electrical supply contract and the buyout for the 2021 Caterpillar 420-07 backhoe at \$57,015.

President:

Mrs. Volders reported on the Joint Boards of Education Mixer/Meetings; thanked Mr. Livergood for his work with our finances and a good audit report; flexible instructional day application; first reading of policies 827 – Conflict of Interest and 828 – Fraud; and important dates: Car Show-May 3, Career and Technical Student Organizations' Banquet – May 13, Staff Appreciation Breakfast – May 8, and Adult Post-Secondary Education Graduation – June 5.

Superintendent of Record:

Dr. Griffith had nothing to report.

Mrs. Greene moved, seconded by Ms. Hamilton, approval of the Flexible Instructional Days application for 2025-2026, 2026-2027, 2027-2028; approval of the revisions to Practical Nursing's Attendance and Advanced Placement policies; approval of a Clinical Agreement with Dental365 for the Dental Assisting Programs, effective upon the adoption by each body; approval of a 24-month electricity supply contract, beginning July 2025, at a fixed rate to be finalized upon contract execution; approval of the Business Manager, Craig M. Livergood, to execute documents in connection with the electricity supply contract; approval of an equipment lease termination with CAT Financial through the Purchase of the 2021 Caterpillar 420-07 Backhoe at the Option Purchase Price of \$57,015.00, plus any applicable fees, charges, or other final adjustments; approval of the Business Manager, Craig M. Livergood, to execute documents in connection with the lease termination/equipment purchase; approval to accept the resignation of Andrew Brill, Natural Gas Compression Coordinator, retroactive to April 11, 2025;

approval to accept the resignation of Lenny Hockenberry, CDL Instructor, effective April 17, 2025; approval to accept the resignation of Roger Smith, CDL Instructor, effective April 17, 2025; approval to hire Andrew Bourne as Maintenance Technician, at a salary of \$45,760, effective April 15, 2025, 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; 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 May 12, 2025.

First reading of policies 827 – Conflict of Interest, and 828 – Fraud.

Roll call vote as follows:

Mrs. Groy	yes	Mrs. Weaver	yes	Ms. Hamilton	yes
Mrs. Lyons	yes	Mrs. Greene	yes		

Motion carried.

Ms. Hamilton moved, seconded by Ms. Lyons, to adjourn.

At 5:49 p.m., Mrs. Weaver adjourned the meeting.

Secretary