

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, February 10, 2025.

Present were:

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

Staff Members: Mr. Rick Carra  
Dr. Brian Griffith, Superintendent of Record  
Mrs. Jessica Martin (left at 5:48 PM)  
Mr. Todd Taylor  
Mrs. MaryAnn Volders

Visitors: Mr. Bill MacMath  
Mr. Allen Miller  
Mrs. Renee Owens  
Mr. Skip Pighetti  
Mr. Tom Songer

At 5:00 p.m., the Culinary Arts program presented the JOC and guests with a meal of dishes that they experienced or learned to make during their out-of-country learning opportunity in Italy.

Mrs. Weaver called the regular meeting to order at 5:44 p.m.

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

Ms. Hamilton moved, seconded by Mrs. Groy, approval of the minutes of the regular meeting held on January 13, 2025. 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:

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

Motion carried.

Old Business:

There was no old business.

New Business:

Vice President of Secondary Education:

Mrs. Martin reported on new hire – Amy Evans as a substitute instructor; new hire – Jack Lucas as a substitute instructor; SkillsUSA district competition results; 15 SkillsUSA competitors will compete at the state level in Hershey; and shared Students of the Month for January.

Vice President of Adult and Post-Secondary Education:

Mr. Taylor reported on new hire – Joy Moffett as an adjunct Nurse Aide instructor and on the appointment of Kevin King as a mentor for Caleb Rogers.

Director of Facilities:

Mr. Carra reported on the upgrades needed for the fire alarm system, which Berkshire Systems Group, Inc. will complete at a cost of \$37,979, and the Automated Logic controller replacement, which will cost \$13,230.

Business Manager:

Mr. Livergood reported on the Preliminary Secondary Education General Operating Fund Budget in the amount of \$6,004,202, which is an 11.09% increase; and the Preliminary Adult/Post-Secondary General Operating Fund budget, with revenues of \$4,321,266 and expenditures of \$4,279,120. We will continue to evaluate the expenses in the program areas and work towards a final budget.

President:

Mrs. Volders thanked the JOC members, CPI Foundation members, and administrators for everything that they do to support CPI.

Mrs. Volders reported on the unpaid leave request for Arika Rogers; policies on the agenda for approval; assignment and compensation update for Jacklyn Shrock as a substitute instructor; the comprehensive plan is included in the packet, it will be posted on the website for 28 days and will be ready for approval in March; school calendar update to change February 14 to a closed day and February 17 to a day in session; and CPI has been nominated as a Top 100 Organization by PA Business Central; upcoming events include the Everyday Home Show on March 7-9; and there was a second round interview for the Information Technology instructor position.

Superintendent of Record's Report:

Dr. Griffith had nothing to report.

Mrs. Weaver read an email she received complimenting CPI's Career Days.

Ms. Hamilton moved, seconded by Mr. Bechdel, approval of the 2025-2026 Preliminary Secondary Education General Operating Fund Budget in the amount of \$6,004,202; approval of the 2025-2026 Preliminary Adult/Post-Secondary General Operating Fund Budget with revenue of \$4,321,266 and expenditures of \$4,279,120; approval of the proposal from Berkshire Systems Group Inc. in the amount of \$37,979.00; approval of the proposal from Automated Logic in the amount of \$13,230; approval to

hire Amy Evans as a substitute instructor at a daily rate of \$110, effective February 11, 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; approval to hire Jack Lucas as a substitute instructor at a daily rate of \$110, effective February 11, 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; approval to hire Joy Moffett as an adjunct instructor for the Nurse Aide program at an hourly rate of \$30.00, effective February 11, 2025, pending receipt of the FBI Criminal Background Check, and Pennsylvania Child Abuse History Certification; approval to appoint Kevin King, Program Coordinator, Mechatronics, as mentor for Caleb Rogers, Environment Technologies Program Coordinator, with a stipend of \$500; approval of unpaid leave for Arika Rogers, School Nurse, for February 12, 13, 17, 18, 19, and a half day on February 28, 2025; 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 March 10, 2025.

First reading of policies 005 – Organization, 113.1 – Discipline of Students with Disabilities, 113.2 – Behavior Support, 236.1 – Threat Assessment, 308 – Employment Contract/Joint Operating Committee Resolution, 339 – Uncompensated Leave, 607 – Tuition Income, 805.2 – School Security Personnel, 807 – Opening Exercise/Moment of Silence/Flag Display, and 823 – Opioid Antagonist

Roll call vote as follows:

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

Motion carried.

Ms. Hamilton moved, seconded by Mrs. Greene, to adjourn.

At 6:02 p.m., Mrs. Weaver adjourned the meeting.

Secretary