

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, May 12, 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 5:35 p.m.

Mrs. Weaver announced that an Executive Session was held before the meeting to discuss personnel matters.

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

Ms. Hamilton moved, seconded by Mrs. Greene, approval of the minutes of the regular meeting held on April 14, 2025. All in favor. Motion carried.

Mrs. Groy moved, seconded by Mrs. Greene, 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. Groy	yes	Mrs. Weaver	yes	Ms. Hamilton	yes
Mrs. Lyons	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 preliminary enrollment numbers for the 2025-2026 school year, which is currently at 427 secondary students from Bald Eagle, Bellefonte and Penns Valley. She also reported on NOCTI scores, April students of the month, and an ice cream social event held in May for all students of the month winners.

Vice President of Adult and Post-Secondary Education:

Mr. Taylor reported on the resignation of William Radtke – Centre County Public Safety Training Center (CCPSTC) Facilitator; new hire – Edgar Ajamian, Diesel Repair Junior Student, as diesel technician summer fleet maintenance; the pre-apprenticeship program for environmental technology partnering with Advance Central PA; CPI is coming on line as a Smart Automation Certification Alliance (SACA) “train-the-trainer” facility; and ongoing training for Campus Café SuperUser, DocuSign, and Blackboard LMS to support distance education initiatives.

Director of Facilities:

Mr. Carra reported on the proposals from McClure Company and Automated Logic; and new hires – Daisy Martin and Elise Volders as summer part-time custodial help.

Business Manager:

Mr. Livergood reported on the 2025-2026 Proposed Final Secondary Education General Operating Fund Budget in the amount of \$5,915,257; and the 2025-2026 Proposed Final Adult/Post-Secondary General Operating Fund Budget with revenue of \$4,280,236 and expenditures of \$4,298,552.

President:

Mrs. Volders reported on the appointment of Craig Livergood as Treasurer for 2025-2026 and Theresa Brickley as Secretary for 2025-2029; new hire – Nicole Shawley as a substitute instructor; second reading of Policies 827 – Conflict of Interest and 828 - Fraud; Senior Certificate and Awards Night will be at Penns Valley on May 29; and Adult Education will hold smaller program graduations instead of one big event.

Superintendent of Record:

Dr. Griffith had nothing to report.

Ms. Hamilton moved, seconded by Mrs. Lyons, approval of the 2025-2026 Proposed Final Secondary Education General Operating Fund Budget in the amount of \$5,915,257; approval of the 2025-2026 Proposed Final Adult/Post-Secondary General Operating Fund Budget with revenue of \$4,280,236 and expenditures of \$4,298,552; approval of the Building Automation System Proposal from Automated Logic in the amount of \$20,960; approval of the Transportation Training Center Radiant Floor WWHP Replacement Proposal from McClure Company in the amount of \$130,294; approval to appoint Craig Livergood as Joint Operating Committee Treasurer for the 2025-2026 school year; approval to appoint Theresa Brickley as Joint Operating Committee Secretary, effective July 1, 2025 to June 30, 2029; approval to accept the resignation of William Radtke, CCPSTC Facilitator, retroactive to May 1, 2025;

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approval to hire Daisy Martin as part-time custodial help at an hourly rate of \$12, effective June 3, 2025; approval to hire Elise Volders as part-time custodial help at an hourly rate of \$12, effective June 10, 2025; approval to hire Nicole Shawley as a substitute instructor at a daily rate of \$110, effective May 13, 2025, pending receipt of the FBI Criminal Background Check and the Recognizing and Reporting Child Abuse Training Certificate; approval to hire Edgar Ajamian as part-time summer help for fleet maintenance at an hourly rate of \$17, effective June 16, 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 June 9, 2025.

Second reading and final approval of policies 827 – Conflict of Interest, and 828 – Fraud.

Roll call vote as follows:

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

Motion carried.

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

At 5:59 p.m., Mrs. Weaver adjourned the meeting.

Secretary