

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 Thursday, August 7, 2025.

Present were:

Committee Members: Mrs. Karla Groy (via phone)  
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. 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 5:32 p.m.

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

Mrs. Lyons moved, seconded by Mrs. Groy, approval of the minutes of the regular meeting held on June 9, 2025, and approval of the minutes of the special meeting held on July 22, 2025. All in favor. Motion carried.

Mrs. Lyons moved, seconded by Mrs. Groy, 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	Mrs. Lyons	yes	Mrs. Groy	yes
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Motion carried.

Old Business:

There was no old business.

New Business:

Vice President of Secondary Education:

Mrs. Martin reported on the 2025-2026 Student-Parent Handbook revisions; the 2025-2026 Faculty-Staff Handbook revisions; name change of the Horticulture/Landscaping program to Plant and Landscape

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Management; the student organization advisors for the 2025-2026 school year; the Emergency Response Plan; and the projected secondary and intergenerational enrollment figures.

Vice President of Adult and Post-Secondary Education:

Mr. Taylor reported on the 2025-2026 Post-Secondary Course Catalog with Student Handbook revisions; the 2025-2026 Post-Secondary Faculty-Staff Handbook revisions; reclassification of Erica Bowmaster from full-time Practical Nursing instructor to per diem Practical Nursing instructor; adult full-time enrollment update; we had a successful adult student orientation with sponsored gifts; and PDE rejected our request for our fictitious name Centre Technical College at CPI.

Director of Facilities:

Mr. Carra had nothing to report.

Business Manager:

Mr. Livergood reported that the equipment from the E-Rate approval in July is slowly coming in. There was a conversation regarding the state budget impasse and the effects over the next couple of months.

President:

Mrs. Volders reported on the policies that are on the agenda for first reading: 626 – Federal Fiscal Compliance, 626.1 - Travel Reimbursement–Federal Programs, 718 – Service Animals in Schools, 827 - Conflict of Interest; we will have a booth at the Grange Fair; planning to look for grants in the future to cover the cost of vape sensors; thanks to Jessica Martin, Chief Salyards, Officer Dickey, and Tim Schreffler for their work on the Emergency Response Plan; and we are expecting a resignation of Martin Craine, Carpentry Instructor.

Superintendent of Record:

Dr. Griffith had nothing to report.

Mrs. Groy moved, seconded by Mrs. Lyons, approval of the 2025-2026 Student-Parent Handbook revisions; approval of the 2025-2026 Faculty-Staff Handbook revisions; approval of the 2025-2026 Post-Secondary Course Catalog with Student Handbook revisions; approval of the 2025-2026 Post-Secondary Faculty-Staff Handbook revisions; approval to change the name of the Horticulture/Landscaping program to Plant and Landscape Management; approval of a curriculum change for the Automotive Technology program to Electude MotoLogic Repair and Diagnostic Information Site License with LV-Classroom MLR; approval to reclassify Erica Bowmaster from full-time Practical Nursing Instructor to per diem Practical Nursing Instructor at a hourly rate of \$30.90, effective August 22, 2025; approval of the following advisors for the 2025-2026 school year with a stipend per the collective bargaining agreement: Mrs. Alicia Breon – SkillsUSA, Mrs. Cheniene Leiter – SkillsUSA, Mr. Curtis Runyan – FFA, Mrs. Erin Gearhart – NTHS, and Mr. Timothy Beckenbaugh – FCCLA; 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 8, 2025.

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First reading of policies:

626 – Federal Fiscal Compliance

626.1 – Travel Reimbursement – Federal Programs

718 – Service Animals in Schools

827 – Conflict of Interest

First reading of the Emergency Response Plan.

Roll call vote as follows:

Mrs. Lyons      yes

Mrs. Groy      yes

Mrs. Weaver    yes

Motion carried.

Mrs. Lyons moved, seconded by Mrs. Groy, to adjourn.

At 5:54 p.m., Mrs. Weaver adjourned the meeting.

Secretary