

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, September 8, 2025.

Present were:

Committee Members: 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: 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. Groy, Mrs. Lyons, Ms. Hamilton, and Mrs. Weaver were present. Mrs. Greene was absent.

Mrs. Lyons moved, seconded by Ms. Hamilton, approval of the minutes of the regular meeting held on August 7, 2025. All in favor. Motion carried.

Mrs. Groy moved, seconded by Mrs. Lyons, 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	Mrs. Lyons	yes	Mrs. Groy	yes
Mrs. Weaver	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 Secondary School Goals; resignation of Martin Craine, Carpentry Instructor; the resignation for retirement of William Luther, Business and Industry Liaison/Academic Instructional Assistant; first round interviews have begun for the Carpentry position; and the Emergency Response plan is on the agenda for second reading and approval.

Vice President of Adult and Post-Secondary Education:

Mr. Taylor reported on an out-of-state Smart Automation Certification Alliance (SACA) workshop for Caleb Rogers, Environmental Programs Coordinator and Kevin King, Coordinator/Instructor Mechatronics Programs; new hire Cassidy Triponey, per diem Nurse Aide Instructor; new hire – Timothy Archer, Centre County Public Safety Training Center (CCPSTC) Contractor/Evaluator; new hire – Tracy Young-Brungard, CCPSTC Instructor; enrollment update; and received approval by accreditor to offer distant education/hybrid training for Cosmetology Teacher, Esthetician, EFDA, Dental Assisting, and Medical Assistant.

There was also a conversation regarding the name change/college moniker denied application by the Department of Education and possible next steps.

Director of Facilities:

Mr. Carra was absent.

Business Manager:

Mr. Livergood had nothing to report.

President:

Mrs. Volders reported that we are hoping to hire someone for the Carpentry position before the JOC meets in October; second reading and final approval of polices 626 – Federal Fiscal Compliance, 626.1 – Travel Reimbursement – Federal Programs, 718 – Service Animals in Schools, and 827 – Conflict of Interest; and on the Technical Assistance Program (TAP); Culinary Arts and Plant & Landscape Management are planning another out-of-country learning opportunity.

Superintendent of Record:

Dr. Griffith had nothing to report.

Ms. Hamilton moved, seconded by Mrs. Groy, approval of the 2025-2026 Secondary School Goals; approval for Caleb Rogers, Environmental Programs Coordinator, and Kevin King, Coordinator/Instructor Mechatronics Programs to attend a workshop that provides certification testing opportunities through the Smart Automation Certification Alliance (SACA) to be held at Ogeechee Technical College in Statesboro, GA from December 7-13, 2025; approval to accept the resignation of Martin Craine as Carpentry Instructor, effective no later than October 9, 2025; approval to accept the resignation for the purpose of retirement of William Luther, Business and Industry Liaison/Academic Instructional Assistant, effective December 31, 2025; approval to hire Cassidy Triponey as a per diem

Nurse Aide Instructor at an hourly rate of \$30.00, effective September 9, 2025, pending receipt of the FBI Criminal Background Check, Pennsylvania Child Abuse History Certification, Recognizing and Reporting Child Abuse Training Certificate, and Sexual Misconduct/Abuse Disclosure Release; approval to appoint Timothy Archer as a Centre County Public Safety Training Center (CCPSTC) Contractor/Evaluator at an hourly rate of \$27.00 for industrial training and \$21.00 for fire training, effective September 9, 2025; approval to rehire Tracy Young-Brungard as a CCPSTC Instructor at an hourly rate of \$27.00 for industrial training and \$21.00 for fire training, effective September 9, 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 October 13, 2025.

Second reading and final approval of policies:

- 626 – Federal Fiscal Compliance
- 626.1 – Travel Reimbursement – Federal Programs
- 718 – Service Animals in Schools
- 827 – Conflict of Interest

Second reading and final approval of the Emergency Response Plan.

Roll call vote as follows:

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

Motion carried.

Mrs. Weaver announced that an executive session will be held after the regular meeting to discuss labor relations.

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

At 5:43 p.m., Mrs. Weaver adjourned the meeting.

Secretary