

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, November 17, 2025.

Present were:

Committee Members: Mrs. Tina Greene
Mrs. Karla Groy
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: Mickhi Jackson
Jacob Neidrick
Elijah Aseyev

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

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

Visitors Mickhi Jackson, Jacob Neidrick, and Elijah Aseyev are Emergency Services students. The Joint Operating Committee went to the Emergency Services classroom for a presentation given by the students. The committee returned to the boardroom for the remainder of the meeting.

Mrs. Weaver thanked Mrs. Groy for her service on the Joint Operating Committee.

Mrs. Greene moved, seconded by Mrs. Groy, approval of the minutes of the regular meeting held on October 13, 2025. All in favor. Motion carried.

Mrs. Lyons 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. Lyons	yes	Mrs. Greene	yes	Mrs. Groy	yes
Mrs. Weaver	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 Memorandum of Understanding with Penn State University on behalf of the College of Medicine; new hire – Deneen Carlson as Para Health Professional; William Luther – hire as a substitute instructor upon his retirement; and October Students of the Month.

Mrs. Martin handed out the 2025-2026 CPI Student Survey responses and spoke about the responses and ideas on how the survey can be utilized. The student surveys will be completed at the end of each marking period.

Vice President of Adult and Post-Secondary Education:

Mr. Taylor reported on the resignation of Malcolm Shultz as Assistant HVAC Instructor; assignment and compensation update for Steven Englert to be a CDL examiner; working with the Department of Environmental Protection to be a DEP computerized and paper testing school; the workforce investment board is working to bring in over \$300,000 to support the Mechatronics and Advanced Manufacturing areas and also partnering to pursue a \$250,00 pre-apprenticeship grant; we have also been partnering with all three First Quality locations for pre-apprenticeships and registered apprenticeships; we are working with Asbury Carbons to send their technicians for Welding training; sending Brent Riggle, Welding instructor, to get his Certified Welding Inspector; Mount Nittany Health is sponsoring a Nurse Aide Training program for their employees; Love's Energy from Houston, TX sent five technicians for Mechatronics training; and Graymont continues to send welders for training.

Director of Facilities:

Mr. Carra reported on the resignation of Aaron McClusick as custodian; new hire – Limver Villarreal Marin as custodian; and the boiler is running very well at the Transportation Training Center.

Business Manager:

Mr. Livergood reported that the state budget has been passed. He has checked in the FAI system and subsidy monies have started to flow.

President:

Mrs. Volders thanked Mrs. Groy for her time with us and for her support.

Mrs. Volders spoke about the job descriptions for the Para Health Professional and Para Health Professional Oversight positions; assignment and compensation update for Debbie Couturiaux in the Para Health Professional Oversight position; clinical agreement with Clinton County Community Dental Clinic for the Dental programs; and the Festival of Trees will be December 12-14.

Mrs. Volders wished everyone in attendance a Happy Thanksgiving.

Superintendent of Record:
Dr. Griffith had nothing to report on.

Mrs. Groy moved, seconded by Mrs. Lyons, approval of the Para Health Professional job description; approval of the Para Health Professional Oversight Position job description; approval of a Memorandum of Understanding with Penn State University on behalf of the College of Medicine; approval of a Clinical Agreement for the Dental Assistant Programs with the Clinton County Community Dental Clinic, retroactive to October 31, 2025; approval to accept the resignation of Aaron McClusick as custodian, retroactive to October 24, 2025; approval to accept the resignation of Malcolm Shultz, Assistant HVAC Instructor, effective November 21, 2025; approval to hire Deneen Carlson as Para Health Professional, at a salary of \$32,500, retroactive to November 3, 2025; approval to hire Limver Villarreal-Marin as a Custodian at a salary of \$34,195, effective November 18, 2025; approval to hire William Luther as a substitute instructor at a daily rate of \$110, effective January 5, 2026; 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 December 8, 2025.

Second reading and final approval of policy 210.2 – Medical Marijuana.

Informational Items: Assignment and Compensation Update #1 for Steve Englert and #2 for Debbie Couturiaux; October Students of the Month; Cooperative Education Report; and enrollment updates for Adult and Post-Secondary Education and Secondary Education.

Roll call vote as follows:

Mrs. Lyons	yes	Mrs. Greene	yes	Mrs. Groy	yes
Mrs. Weaver	yes				

Motion carried.

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

At 6:08 p.m., Mrs. Weaver adjourned the meeting.

Secretary

