

CENTRAL PENNSYLVANIA INSTITUTE OF SCIENCE AND TECHNOLOGY
PLEASANT GAP, PENNSYLVANIA

JOINT OPERATING COMMITTEE
REGULAR MEETING - 5:30 P.M.

MONDAY, MARCH 11, 2019

BOARDROOM - CENTRAL PENNSYLVANIA INSTITUTE OF SCIENCE AND TECHNOLOGY

AGENDA

- I. CALL TO ORDER
- II. ROLL CALL
- III. RECOGNITION OF VISITORS
- IV. REPORTS, PRESENTATIONS, OR COMMENTS BY VISITORS
Time limit of five minutes per presentation.
- V. PRESENTATIONS OR REPORTS
- VI. MINUTES
 - A. *A motion to approve the minutes of the February 18, 2019 regular meeting.*
- VII. TREASURER'S REPORT AND PREPAID AND CURRENT BILLS
 - A. *A motion to approve the treasurer's reports to be filed for audit and approval of the prepaid and current bills as presented.*
- VIII. OLD BUSINESS
- IX. NEW BUSINESS
 - A. *Mrs. MaryAnn Volders – Vice-President, Secondary Education's Report*
 - B. *Mr. Todd Taylor – Vice-President, Post-Secondary Education's Report*
 - C. *Mr. David Van Buskirk – Business Manager's Report*
 - D. *Dr. Richard C. Makin – President's Report*
 - E. *Dr. Michelle Saylor – Chief School Administrator's Report*
- X. CONSENT AGENDA
All matters taken under this section are considered routine, and action will be taken by one motion. There will be no separate discussion of these items. If discussion is desired, that item will be removed from the Consent Agenda and considered separately.
 - A. ADMINISTRATIVE
 1. *Approval for the attached list of students and chaperones to attend the SkillsUSA Pennsylvania Leadership and Skills Championship in Hershey, PA on April 10-12, 2019. (Attachment #1)*

2. *Approval to advertise for sealed bids for two donated vehicles refurbished by students in the Collision Repair Technology and Automotive Technology programs. (Attachment #2)*
3. *Approval for 20 secondary and adult Cosmetology students and instructors/chaperones Alicia Kitchen and M. June Murray to attend the Fashion Focus Conference in Oxon Hill, MD on March 30-April 1, 2019.*
4. *Approval of the revised 2018-2019 school calendar. (Attachment #10)*

B. PERSONNEL

1. *Approval to appoint Guy Woodard, Coordinator, Emerging Energy and Infrastructure, as mentor for Katelyn Leathers, Instructor/Coordinator, Medical Assistant program, for the remainder of the calendar year with a stipend of \$250.*
2. *Approval to hire Ariel Bryan as a substitute adjunct instructor for the Practical Nursing program at an hourly rate of \$27.50 effective March 12, 2019. Pending receipt of the FBI Criminal Background Check, Pennsylvania State Police Criminal History Report, Pennsylvania Child Abuse History Certification, Recognizing and Reporting Child Abuse Training Certificate, and Sexual Misconduct/Abuse Disclosure Release. (Attachment #3)*
3. *Approval to hire Jodi Williams as an adjunct instructor for the Medical Assistant program at an hourly rate of \$27.50 effective March 11, 2019. Pending receipt of the FBI Criminal Background Check, Pennsylvania State Police Criminal History Report, Pennsylvania Child Abuse History Certification, Recognizing and Reporting Child Abuse Training Certificate, and Sexual Misconduct/Abuse Disclosure Release. (Attachment #4)*
4. *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 April 8, 2019.*

C. POLICIES

1. *Second reading and approval of policies:*
 - A. *Section 700 - Property (Attachment #5)*
 - 707 – Use of Center (School) Facilities*

D. INFORMATION

1. *Adult Full-Time program enrollment figures as of March 1, 2019. (Attachment #6)*
2. *2018-2019 Secondary and Intergenerational Enrollment figures as of March 1, 2019. (Attachment #7)*
3. *Assignment and Compensation Update Memo. (Attachment #8)*
4. *Assets for salvage. (Attachment #9)*
5. *Occupational Advisory Committee meeting – March 21 – 6:00 p.m.*
6. *Local Advisory Committee meeting – March 22 – 12:00 noon.*
7. *Joint Boards of Education Meetings and Social – Wednesday, April 3 – 5:30 PM to 7:00 PM*

8. *2019 CPI Champions Banquet – Thursday, April 11, 2019 – 6:00 PM*

XI. ADJOURNMENT

XII. EXECUTIVE SESSION

Executive Session, if necessary, for the discussion of matters of employment, real estate, litigation, collective bargaining, safety, and other matters which if conducted in public would violate lawful privilege as defined by Act 84.

RCM/tab

