

CENTRAL PENNSYLVANIA INSTITUTE OF SCIENCE AND TECHNOLOGY
PLEASANT GAP, PENNSYLVANIA

JOINT OPERATING COMMITTEE
REGULAR MEETING - 5:30 P.M.
MONDAY, NOVEMBER 14, 2016

BOARDROOM - CENTRAL PENNSYLVANIA INSTITUTE OF SCIENCE AND TECHNOLOGY

A G E N D A

- I. *Call to Order.*
 - A. *Roll Call.*
- II. *Recognition of Visitors.*
- III. *Reports, Presentations or Comments by Visitors.*
(Time limit of five minutes per presentation)
- IV. *Presentations or Reports.*
- V.
 - A. *Approval of Minutes of the October 10, 2016 meeting.*
 - B. *Approval of Minutes of the November 11, 2016 special meeting.*
- VI.
 - A. *Approval of Treasurer's Report.*
 - B. *Presentation and Approval of Current Bills.*
- VII. *Old Business.*
- VIII. *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 - Director of Business & Development's Report*
 - D. *Dr. Richard C. Makin - President's Report*
 - E. *Mr. Jeffrey Miles - Chief School Administrator's Report*

IX. 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. Adult Student Handbook Revisions.

Administration recommends approval to add the Honesty and Integrity Policy/Statement to the Adult Student Handbook. (Attachment #1)

2. Legal Representation – Joint Authority Dissolution.

Administration recommends approval to execute an Engagement Letter with Beard Legal Group for legal representation in the matter of the Joint Authority dissolution. (Attachment #2)

3. Appraisal – Joint Authority Dissolution.

Administration requests authorization to have an appraisal completed on the buildings and grounds to acquire the value of the same in the matter of the Joint Authority dissolution. (Attachment #3)

4. Transportation Training Center Wind Damage Repairs.

Administration recommends approval of a bid for wind damage repairs to the TTC from Alternative Source Construction in the amount of \$28,300. Costs of these repairs and related services are being paid through an insurance claim settlement of \$53,000 less \$2,500 deductible.

5. Transportation Training Center Wind Damage Repairs.

Administration recommends approval of a bid for wind damage repairs to the TTC from Nittany Glass in the amount of \$9,927.27. Costs of these repairs and related services are being paid through an insurance claim settlement of \$53,000 less \$2,500 deductible.

A. Administrative (continued).

6. Copier Service Contract.

Administration recommends approval to enter into a five-year contract with Topp Business Solutions to provide all copier service effective January 1, 2017. (Attachment #4)

7. Local Advisory Committee Members.

Administration recommends approval of the Local Advisory Committee members. (Attachment #5)

8. Occupational Advisory Committee Members.

Administration recommends approval of the Occupational Advisory Committee members for each program area. (Attachment #6)

9. Comprehensive Plan Committee Members.

Administration recommends approval of the Comprehensive Planning Committee members. (Attachment #7)

B. Personnel.

1. New Hire – CCPSTC Part-Time Operations Technician.

Administration requests approval to hire Mr. Nathan Roop as Centre County Public Safety Training Center part-time operations technician at an hourly rate of \$16.00 effective November 15, 2016. All clearances have been received. (Attachment #8)

2. Resignation – Receptionist.

Administration recommends approval to accept the resignation of Ms. Pamela Strickler as receptionist effective November 18, 2016. (Attachment #9)

3. Resignation – SkillsUSA Advisor.

Administration recommends approval to accept the resignation of Mrs. Minda Tobias as SkillsUSA advisor retroactive to October 21, 2016. (Attachment #10)

B. Personnel (continued).

4. SkillsUSA Advisor.

Administration recommends approval to appoint Mrs. Yana Holter as a SkillsUSA advisor for the remainder of the 2016-2017 school year with a prorated stipend per the collective bargaining agreement retroactive to October 21, 2016.

5. Resignation – Practical Nursing Instructor.

Administration recommends approval to accept the resignation of Mrs. Linda Davis as practical nursing instructor effective January 20, 2017. (Attachment #11)

6. PN-RN Bridge Program Coordinator.

Administration recommends approval to appoint Mrs. Jane Irwin as PN-RN Bridge Program Coordinator effective November 15, 2016.

7. New Hire - Adult Heavy Equipment Operations Instructor.

Administration recommends approval to hire Mr. Mike Noggle as Adult Heavy Equipment Operations Instructor at a salary of \$42,000 effective December 5, 2016. Pending receipt of Pennsylvania State Police Criminal History Report, Pennsylvania Child Abuse History Certification, FBI Criminal Background Check, and Sexual Misconduct/Abuse Disclosure Release. (Attachment #12)

8. New Hires.

Administration requests approval to hire personnel as necessary with JOC approval in December 2016.

C. Information.

1. Secondary and Intergenerational Enrollment.

Secondary and Intergenerational enrollment figures as of October 31, 2016. (Attachment #13)

C. Information (continued).

2. Adult Full-Time Program Enrollments.

Adult Full-Time program enrollment figures as of November 2, 2016. (Attachment #14)

3. Career Days Schedule.

December 15	Bald Eagle
December 16	Bellefonte (9 th Grade)
January 5	Penns Valley
January 11	Bellefonte (8 th Grade)
January 12	Bellefonte (8 th Grade)

4. United Way Festival of Trees.

The United Way Festival of Trees will be held at CPI on December 9-11, 2016.

5. Superintendent/Board Presidents Christmas Luncheon.

The Superintendent/Board Presidents Christmas Luncheon will be held at CPI on Wednesday, December 14, 2016 at 12:00 noon in the dining room.

X. *Adjournment.*

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

RCM/tab