

The regular meeting of the Central Pennsylvania Institute of Science and Technology Joint Operating Committee was held in the Conference Room of the Central Pennsylvania Institute of Science and Technology at 540 North Harrison Road, Pleasant Gap, Pennsylvania on Monday, January 9, 2017.

Present were:

Committee Members: Mr. Henry Yeagley
Mr. Michael Danneker
Ms. Mary Ann Hamilton
Ms. Kimberly Hearn
Mr. Jeffrey Miles, Superintendent of Record
Mr. David Van Buskirk, non-voting Treasurer
Mrs. Theresa Brickley, non-voting Secretary

Staff Members: Dr. Richard C. Makin
Mr. Todd Taylor
Mrs. MaryAnn Volders
Dr. Scott Etter, Solicitor

Visitors: Mr. Rick Bair, Baker-Tilly
Mr. Rich Zelenosky, Baker-Tilly

Mr. Yeagley called the regular meeting to order at 5:30 p.m.

Roll was called: Mr. Yeagley, Ms. Hamilton, and Ms. Hearn were present. Mr. Danneker and Mr. Gaffron were absent.

Ms. Hamilton moved, seconded by Ms. Hearn, approval of the minutes of the regular meeting held on December 12, 2016. Motion carried.

Ms. Hamilton moved, seconded by Ms. Hearn, 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. Hearn yes Mr. Yeagley yes Ms. Hamilton yes

Ms. Hamilton moved, seconded by Ms. Hearn approval of the amended Student Affiliation Agreement with Lock Haven Hospital retroactive to January 2, 2017 through January 1, 2018; approval of the 2017-2018 Preliminary General Fund Operating Budget in the amount of \$4,192,022.93; approval of an agreement with McKissick and Associates to provide architectural services for the Health Sciences Building project, contingent upon further review by the solicitor, President, and Superintendent of Record; approval of a contract with Direct Energy Business, LLC for a 3-year fixed electric contract at a price of \$.05121 per kWh, Premier Power Solutions, acting as CPI's energy purchasing consultants, obtained the favorable pricing; approval to appoint Ms. Lois Bergamaschi as mentor for Mr. Michael Noggle for the remainder of the 2016-2017 school year and the first half of the 2017-2018 school year with a stipend of \$250.00; approval to hire Mr. Brian Heiser as an Adjunct Instructor for the Emerging Energy and Infrastructure program at an hourly rate of \$27.50 effective January 10, 2017, pending receipt of Pennsylvania State Police Criminal History Report, Pennsylvania Child Abuse History Certification, FBI Criminal Background Check, Recognizing and Reporting Child Abuse Training

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Certificate, and Sexual Misconduct/Abuse Disclosure Release; approval to hire Mr. Dave Lucas as a substitute instructor at a daily rate of \$85.00 effective January 10, 2017; and approval for to grant two (2) days of unpaid leave for Mr. Darrin Wright, Carpentry Instructor, on January 26 & 27, 2017.

Roll call vote as follows:

Ms. Hamilton yes Mr. Yeagley yes Ms. Hearn yes

Motion carried.

Ms. Hearn left at 5:33 p.m.

Mr. Bair reviewed the draft financial statements of CPI for the year ended June 30, 2016 and said that CPI received a non-modified or clean opinion of the financial statements, which is the highest level of assurance he can give. Mr. Bair and Mr. Zelenosky left the meeting at 6:44 p.m.

Mr. Danneker arrived at 6:42 p.m.

Mr. Yeagley thanked Mr. Van Buskirk for all of his hard work with the clean audit report.

Old Business:

New Business:

Vice-President of Secondary Education:

Mrs. Volders reported that for the third consecutive year the Horticulture/Landscaping program won a 1st place designation at the Pennsylvania Farm Show, they won in the Large Landscape Display; other Pennsylvania Farm Show winners were: 1st Place Hanging Basket – Derrick Rishel (PV), 2nd Place Herb Garden – Joslyn Stewart (Adult), 3rd Place Hanging Basket – Charlee Harris (BEA), 4th Place Hanging Basket – Marissa Loner (PV), 4th Place Patio Planter – Derrick Rishel (PV); Kaylie Rossmann (BHS) and Marissa Loner (PV) received their first year FFA jackets earlier today at the Farm Show; Charlee Harris (BEA) and Alexis Hassinger (BAHS) will provide a School Demonstration on Homeowner Aquaponics on Tuesday, January 10 at the Farm Show; Automotive Technology students Matthew Wolfe (PV) and Dalton Confer (BHS) placed 2nd out of 137 teams in the Automotive Challenge Competition sponsored by University Technical Institute (UTI), both students won a 75% scholarship for one year to UTI; and she reviewed the December Students of the Month.

Vice-President of Post-Secondary Education:

Mr. Taylor reported that the equipment started to arrive for the CAT/Ariel Natural Gas Compressor program; ACCSC degree programs (3) have been submitted for approval review and the 4th program (CAT/Ariel NGC) will be submitted after PDE's site visit and formal approval as an AST Degree program; 2017 spring catalogs are printed and in circulation; Decembers social media campaign generated 1,167 "click throughs" to our website; regional radio and television advertising is running on winter/spring

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programs; the Centre County Commissioners allocated capital funding for a shared equipment storage facility at the CCPSTC in their 2017 budget; and the CCPSTC recently purchased a trailer for transporting props and equipment.

Director of Business and Development:

Mr. Van Buskirk reviewed from the financial statements that CPI's net position is still in the positive where most districts are in the negative due to pension costs; we will be having an ALICE (Active Shooter Response Training) drill during the in-service day next week, there will be adult students in the building as well; he reviewed the proposed preliminary 2017-18 general operating fund budget in the amount of \$4,192,022.93 which is an increase of 7.59%, the increase is partly due to increased enrollment, and increased healthcare cost; and the cost per student on the preliminary budget is trending down due to the increased enrollment.

President:

Dr. Makin reported that with the help from Dr. Etter, the PDE case was closed that said we were representing CPI as a college; he and Mrs. Volders will be presenting 9th grade student data to the Bellefonte board and he said that the data is very positive; Senator Corman and Representative Benninghoff will be here tomorrow at 10:00 a.m. for the multi-modal grant award; Dr. Makin thanked Dr. Etter for his review and negotiations of the architect agreement with McKissick and Associates and he is asking the board for approval of an agreement with McKissick and Associates contingent upon further review by the solicitor, President, and Superintendent of Record; and Dr. Makin also thanked Hank Yeagley and David Van Buskirk for their part in the conference call with McKissick.

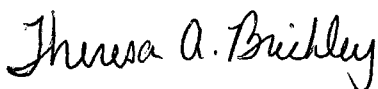
Superintendent of Record:

Mr. Miles said that it was a great day at the Farm Show and he thinks things are going very well at CPI, keep up the good work.

First reading of the following policies: 601-Fiscal Objectives, 602-Budget Planning, 603-Budget Preparation, 604-Budget Adoption, 607-Tuition Income, 608-Bank Accounts, 609-Investment of Funds, 610-Purchases Subject to Bid/Quotation, 611-Purchases Budgeted, 612-Purchases Not Budgeted, 613-Cooperative Purchasing, 614-Payroll Authorization, 615-Payroll Deductions, 616-Payment of Bills, 617-Petty Cash, 618-Student Activity Funds, 619-Audit, 622-Capital Assets, 626-Federal Fiscal Compliance, and 626.1-Travel Reimbursement – Federal Programs.

Ms. Hamilton moved, seconded by Mr. Danneker to adjourn.

At 6:21 p.m. Mr. Yeagley adjourned the meeting.



Secretary

