

CENTRAL PENNSYLVANIA INSTITUTE OF SCIENCE AND TECHNOLOGY
PLEASANT GAP, PENNSYLVANIA

JOINT OPERATING COMMITTEE
REGULAR MEETING - 5:30 P.M.
MONDAY, FEBRUARY 12, 2018

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
 - A. *Italy Out-of-Country Learning Experience – Chef/Instructor Tim Beckenbaugh*
 - B. *Health Science Building Project Update – Trina Gribble and Vern McKissick, McKissick and Associates*
- VI. MINUTES
 - A. *A motion to approve the minutes of the January 8, 2018 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 – Director of Business & Development's Report*
 - D. *Dr. Richard C. Makin – President's Report*
 - E. *Mr. Jeffrey Miles – 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 of the 2018-2019 Preliminary General Operating Fund Budget in the amount of \$4,254,376.08. (Attachment #1)*
2. *Approval of the Comprehensive Guidance Plan. (Attachment #2)*

B. PERSONNEL

1. *Approval to revise Mrs. Jane Irwin's resignation date to January 28, 2018.*
2. *Approval to accept the resignation of Mrs. Margaret Herbstritt, Full-Time Practical Nursing and Nurse Aide Instructor, effective January 15, 2018. (Attachment #3)*
3. *Approval to accept the resignation of Ms. Lois Bergamaschi, Medical Assistant Coordinator, effective February 23, 2018. (Attachment #4)*
4. *Approval to hire Mrs. Margaret Herbstritt as an Adjunct Practical Nursing and Nurse Aide Instructor at an hourly rate of \$27.50 retroactive to January 16, 2018.*
5. *Approval of Mr. Nick Miller as an unpaid Information Technology Intern effective February 13, 2018. Pending receipt of the FBI Criminal Background Check, Pennsylvania State Police Criminal History Report, and Pennsylvania Child Abuse History Certification. (Attachment #5)*
6. *Approval for the President to hire personnel as necessary for JOC approval in March, 2018.*

C. INFORMATION

1. *Secondary and Intergenerational enrollment figures as of February 1, 2018. (Attachment #6)*
2. *Adult Full-Time program enrollment figures as of February 1, 2018. (Attachment #7)*
3. *The Joint Boards of Education Dinner will be held Wednesday, April 4, 2018 at 5:30 PM.*
4. *GT Thompson Visit/Roundtable Discussion – February 20, 2018 at 3:00 p.m.*

XI. ADJOURNMENT

XII. EXECUTIVE SESSION

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.