

CENTRAL PENNSYLVANIA INSTITUTE OF SCIENCE AND TECHNOLOGY
PLEASANT GAP, PENNSYLVANIA

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

MONDAY, MAY 14, 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
- VI. MINUTES
 - A. *A motion to approve the minutes of the April 9, 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 School Calendar. (Attachment #1)*
 2. *Approval of an agreement with Security Voice, Inc. to provide Safe School Helpline services priced at \$.60\student annually, effective July 1, 2018 and ending on June, 30, 2021. (Attachment #2)*

3. *Approval for Todd Taylor, Vice-President of Post-Secondary Education, to travel to Fred Eberly Career Center in Buckhannon, WV on May 10 & 11, 2018.*
4. *Approval of a clinical affiliation agreement for the Practical Nursing program with Correct Care Solutions, LLC effective May 15, 2018. (Attachment #3)*
5. *Approval of an agreement with Juniper Village at Brookline for the observational clinical experiences for students in the Practical Nursing program effective May 15, 2018. (Attachment #4)*
6. *Approval of an agreement with eKidsCare for the observational clinical experiences for students in the Practical Nursing program effective May 15, 2018. (Attachment #5)*
7. *Approval of a Statement of Service with CastleBranch, Inc. to provide secure access to compliance documents for students of the Practical Nursing, Nurse Aide, and Medical Assistant program effective May 15, 2018. All costs for the service will be assumed by the students. (Attachment #6)*
8. *Approval to dispose of the old CDL Office/Trailer for salvage.*
9. *The following recommendations were made by the Professional Advisory Committee and Administration for the 2018-2019 school year program offerings:*
 - (a) *Recommend the Collision Repair Technology program be placed on probation due to projected under-enrollment.*
 - (b) *Recommend the Early Childhood Education program be placed on probation due to projected under-enrollment.*
 - (c) *Recommend the Horticulture/Landscaping program be placed on probation due to projected under-enrollment.*
 - (d) *Recommend the Precision Machine Technology program be placed on probation due to projected under-enrollment.*
 - (e) *Recommend the Advertising & Commercial Arts program continue to be half-time due to projected under-enrollment.*
 - (f) *Recommend the Masonry & Building Construction Technology program be reduced to half-time due to projected under-enrollment.*

B. PERSONNEL

1. *Approval to hire Oliver Collier as evening custodian at an hourly rate of \$10.50 retroactive to May 7, 2018. All clearances have been received. (Attachment #7)*
2. *Approval to hire Kevin Reed as Natural Gas Compression program coordinator/instructor effective June 4, 2018 with compensation as recommended by administration. 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 #8)*
3. *Approval to hire Nathan Pecht as temporary summer custodian at an hourly rate of \$8.50 effective June 4, 2018.*

4. *Approval of the compensation agreement renewal for David Van Buskirk, Business Manager, effective July 1, 2018 to June 30, 2021. (Attachment #9)*
5. *Approval of the Business Manager Job Description. (Attachment #10)*
6. *Approval for the President to hire personnel as necessary for JOC approval in June, 2018.*
7. *Approval to accept the resignation of Nathan Roop as CCPSTC part-time operations technician effective May 24, 2018. (Attachment #15)*

C. *INFORMATION*

1. *Secondary and Intergenerational enrollment figures as of May 1, 2018. (Attachment #11)*
2. *Adult Full-Time program enrollment figures as of May 1, 2018. (Attachment #12)*
3. *2018-2019 Projected Secondary and Intergenerational Enrollment figures as of May 1, 2018. (Attachment #13)*
4. *2018-2019 Proposed Final Secondary Education Budget. (Attachment #14)*

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.

RCM/tab