

**FRANKLIN COUNTY CAREER AND TECHNOLOGY CENTER
JOINT OPERATING COMMITTEE**

PROPOSED AGENDA – September 24, 2015 – 7:00 p.m.

Call to Order

Moment of Silence

Flag Salute

Roll Call

Recognition of Visitors

Public Comment

Approval of September 24, 2015 Agenda

Approval of August 27, 2015 Meeting Minutes

Financial Reports: General Account, LPN Account

Correspondence:

Chief Administrative Officer's Report:

Administrative Reports:

NEW BUSINESS

Financial:

1. Activities Funds Operations

State Auditors have indicated that Activities Funds should be approved on an annual basis as follows:

NAMES OF CLUB AND ADVISOR:

DECA – Sue Mills

FFA – Dave Perry, Lisa Cook

SKILLS USA – Dwight Munson, Steve Grove, Kathy Estep

HOSA – Marla Moore, Sharla Dunlap, Stacy Short

NATIONAL VOCATIONAL HONOR SOCIETY – Ben Mordan

Name of Custodian: Dawn Black

Name of Depository: Orrstown Bank

Name of Person authorized to approve expenditures: James T. Duffey, Director

2. Trade Assistance Act Master Agreement

Approval is sought to accept the TAA Master Agreement with the Pennsylvania Department of Labor and Industry providing financial assistance to prospective adult learners at the FCCTC.

3. Bids for Honda CBX Motorcycle

Approval is sought to accept the highest bid for the 1981 Honda CBX Motorcycle:

- | | |
|---------------------------|--|
| 1. John Greathead | \$ 677.00 |
| 2. Sheeler's Garage, Inc. | \$1,000.00 |
| 3. Jack M. Hill, Jr. | \$1,222.22 |
| 4. Steve Zanazzi | \$1,326.00 (not submitted on our bid form) |

Personnel:

4. Resignation for Retirement Purposes

Accept, with regret, the resignation of Pat Regan, Administrative Secretary, effective December 31, 2015.

Policy:

5. Policy 121 - Field Trips

Approval is sought for the first reading of Policy 121 Field Trips to include Administrative Guidelines.

Curriculum:

6. HIPAA Omnibus Business Associate Agreement between Richards Orthopaedic Center and Sports Medicine and the Franklin County Career and Technology Center

Approval of the agreement between the two aforementioned parties is requested so that the students enrolled in the Medical Assisting Program will be able to complete externships at this facility.

Solicitor's Report:

Addenda:

Adjournment

Executive Session for Personnel