

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

**PROPOSED AGENDA – October 22, 2015 – 7:00 p.m.**

Call to Order

Moment of Silence and Flag Salute

Roll Call

Recognition of Visitors

Public Comment

Approval of October 22, 2015 Agenda

Approval of September 24, 2015 Meeting Minutes

Financial Reports: General Account, LPN Account

Correspondence:

Chief Administrative Officer's Report:

Administrative Reports:

**NEW BUSINESS**

**Personnel:**

**1. Adult Education Coordinator**

Approval is sought to contract for an Adult Education Coordinator on a part-time basis to coordinate the activities of the adult education program through June 30, 2016.

**2. Recommend Faye Caster, Adult Education, become full time**

Permission is requested to have Faye Caster, Secretary in Adult Education, become a full time employee as of January 1, 2016.

**3. 2015/2016 Occupational Advisory Committee and General Advisory Committee Membership**

PDE339 Program Approval revisions require that the JOC approve the Occupational Advisory Committee and the General Advisory Committee Membership on an annual basis.

**Financial:**

**4. Approve contract with Rod Hocker**

Request approval of a contract with Rod Hocker to assist the school in the development of a marketing plan. Funds will be paid out of Tech Link Grant funding.

**Curriculum:**

**5. Approval of Menno Haven C.N.A. Clinical Agreement**

Approval of the agreement with Menno Haven Nursing Home in Chambersburg is requested. This site will be used as a back-up site for clinical training for C.N.A. certification as per the Department of Education guidelines for Nurse Aide Training.

**Policy:**

**6. The Director Presents the Following Policy Changes for First Read:**

**Policy Number 000** – SECTION: Local Joint Operating Committee Procedures, TITLE: Joint Operating Committee Policy/Procedure/Administrative Regulations

**Policy Number 001** – SECTION: Local Joint Operating Committee Procedures, TITLE: Name and Classification

**Policy Number 002** - SECTION: Local Joint Operating Committee Procedures, TITLE: Authority and Power

**Policy Number 003** – SECTION: Local Joint Operating Committee Procedures, TITLE: Functions

**Policy Number 004** – SECTION: Local Joint Operating Committee Procedures, TITLE: Membership

**Policy Number 005** - SECTION: Local Joint Operating Committee Procedures, TITLE: Organization

**Policy Number 005.1** - SECTION: Local Joint Operating Committee Procedures, TITLE: General Advisory Committee

**Policy Number 006** - SECTION: Local Joint Operating Committee Procedures, TITLE: Meetings

**Policy Number 007** - SECTION: Local Joint Operating Committee Procedures, TITLE: Policy Manual Access

**Policy Number 008** - SECTION: Local Joint Operating Committee Procedures, TITLE: Joint Operating Committee Governance Standards/Codes of Conduct

**7. The Director Presents the Following Policy Changes for Second Read or Approval:**

**Policy 121 - Field Trips**

Approval is sought for the second reading or approval of Policy 121 Field Trips to include Administrative Guidelines

**Property:**

**8. Practical Nursing Program location**

Approval is sought to accept the Business Plan as presented for the re-location of the Practical Nursing Program to the FCCTC property starting July 1, 2016.

**9. Franklin County Career and Technology Center All Hazards Plan**

Approval is sought to accept the FCCTC All Hazards Plan as developed. Mr. Scott Cole, Vocational Supervisor, is present to address any questions.

Solicitor's Report:

Addenda:

Adjournment: