

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

PROPOSED AGENDA – April 28, 2016 – 7:00 p.m.

Call to Order

Moment of Silence and Flag Salute

Roll Call

Recognition of Visitors

Public Comment

Approval of the April 28, 2016 Agenda

Approval of March 24, 2016 Meeting Minutes

Financial Reports: General and LPN Accounts

Correspondence:

Chief Administrative Officer's Report

Administrative Reports:

NEW BUSINESS:

Personnel:

1. Student Summer Help

Permission is sought to advertise, interview and hire two (2) part-time student workers to assist the Maintenance Department during the summer months for up to twenty-nine (29) hours per week per worker at an hourly wage of \$7.50 per hour. Expected start date is June 6, 2016.

2. Substitute Teacher Contract

Approval is sought to contract with Source 4 Teachers Mission One for substitute teacher services for a three (3) year period – July 1, 2016 through June 30, 2019.

3. Support Staff Contract

Approval is sought to contract with Mission One Educational Staffing Services for any new support staff employment needs for the period starting April 29, 2016 through June 30, 2019.

4. Resignations

Recommend accepting the following resignations:

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| • Don Frankenfield, PT Adult Ed Coordinator | Effective April 22, 2016 |
| • Tammy Bock, Guidance Secretary | Effective May 3, 2016 |
| • Rafael Cuesta, LT Electronics Sub | Effective May 31, 2016 |
| • Robert Shirley, Temporary Precision Machining Instructor | Effective June 1, 2016 |

5. Adult Education – Discussion only

Discuss the future of the Adult Education Program

6. Advertise and Interview

Approval is sought to advertise and interview for an Engineering Technology instructor for the start of the 2016-2017 school year.

7. Board Secretary

Consideration is requested to appoint Neil Rotz as JOC Secretary effective June 1, 2016 to complete the term granted for Cheryl Cook through June 2018.

8. Practical Nursing Program Appointments

Recommend accepting the following adjunct faculty appointments to the Practical Nursing Program:

Cheryl Dawson, MSN, RN 47 Old Coach Lane Carlisle, PA 17013 Effective: April 15, 2016 \$28/hour	Jennifer Buffenbarger, MSN, RN, EdD (c) 10999 Thornwood Road Shippensburg, PA 17257 Effective: April 15, 2016 \$28/hour
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Financial:

9. Permission Sought to Deposit Funds into Capital Reserve Fund

Approval is requested to deposit non-district tuition revenue of \$108,828 into the Capital Reserve Fund. The non-district tuition revenue is from Fannett-Metal in Semester 1 and Semester 2.

10. CTSO National Competitions

Approval is sought to send students and advisors to National Competitions this summer. Current policy (122 Extracurricular Activities) indicates that the ration for advisor to students should be 1 to 4 for national competitions. The Administration has received special requests on both trips for additional advisors which has prompted a policy revision request (Agenda Item below.)

HOSA 2 students and 2 advisors to Nashville TN Cost breakdown: Airfare - \$1,450 Lodging - \$1,720 Advisor Meals - \$250	June 22-26 Cost \$4,190 Registration - \$270 Ground Transportation - \$500
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SKILLS 3 students and 2 advisors to Louisville, KY Cost breakdown: Airfare- \$276 Lodging - \$3,895 Advisor Meals - \$800	June 18-25 Cost \$6,827 Registration - \$656 Ground Transportation - \$1,200
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11. Audit Services

Approval is sought to retain Smith Elliott Kearns and Company, LLC as FCCTC’s auditor and sign a three (3) year contract in the amount of \$51,750.

12. CareerTech’s Box Truck

The Administration asks for JOC approval of the recommendation from the Diesel Technology Occupational Advisory Committee to trade the 1998 Mack box truck that was previously approved to be sent to auction for a 1999 Sterling truck tractor currently owned by the Lancaster CTC. The Sterling will be used in instruction, refurbished by the program and ultimately sold. Comparables are attached.

Policy:

13. Policy 122 – Extracurricular Activities

Approval is sought to revise Policy 122 – Extracurricular Activities with regard to the cost associated with advisor attendance at conferences, competitions and workshops.

14. The Director presents the following policies for second read or approval:

- Policy Number 201** – SECTION: Pupils, TITLE: Admission of Students
- Policy Number 202** – SECTION: Pupils, TITLE: Eligibility of Students
- Policy Number 203** – SECTION: Pupils, TITLE: HIV Infection
- Policy Number 204** – SECTION: Pupils, TITLE: Attendance
- Policy Number 206** – SECTION: Pupils, TITLE: Assignment to Programs
- Policy Number 207** – SECTION: Pupils, TITLE: Confidential Communications of Students
- Policy Number 208** – SECTION: Pupils, TITLE: Withdrawal From School
- Policy Number 209** – SECTION: Pupils, TITLE: Food Allergy Management
- Policy Number 210** – SECTION: Pupils, TITLE: Medications
- Policy Number 210.1** – SECTION: Pupils, TITLE: Possession/Use of Asthma Inhalers/Epinephrine Auto-Injectors
- Policy Number 211** – SECTION: Pupils, TITLE: Student Accident Insurance
- Policy Number 212** – SECTION: Pupils, TITLE: Reporting Student Progress
- Policy Number 215** – SECTION: Pupils, TITLE: Promotion and Retention
- Policy Number 216** – SECTION: Pupils, TITLE: Student Records
- Policy Number 217** – SECTION: Pupils, TITLE: Skills Certification
- Policy Number 218** – SECTION: Pupils, TITLE: Student Discipline
- Policy Number 218.1** – SECTION: Pupils, TITLE: Weapons
- Policy Number 218.2** – SECTION: Pupils, TITLE: Terroristic Threats
- Policy Number 219** – SECTION: Pupils, TITLE: Student Complaint Process
- Policy Number 220** – SECTION: Pupils, TITLE: Student Expression/Distribution and Posting of Materials
- Policy Number 221** – SECTION: Pupils, TITLE: Dress and Grooming
- Policy Number 222** – SECTION: Pupils, TITLE: Tobacco
- Policy Number 223** – SECTION: Pupils, TITLE: Use of Motor Vehicles
- Policy Number 224** – SECTION: Pupils, TITLE: Care of School Property
- Policy Number 226** – SECTION: Pupils, TITLE: Searches
- Policy Number 227** – SECTION: Pupils, TITLE: Controlled Substances/Paraphernalia
- Policy Number 229** – SECTION: Pupils, TITLE: Student Fundraising
- Policy Number 230** – SECTION: Pupils, TITLE: Public Performances by Students
- Policy Number 231** – SECTION: Pupils, TITLE: Social Events and Class Trips
- Policy Number 232** – SECTION: Pupils, TITLE: Student Involvement in Decision-Making
- Policy Number 233** – SECTION: Pupils, TITLE: Suspension and Expulsion
- Policy Number 234** – SECTION: Pupils, TITLE: Pregnant/Married Students
- Policy Number 235** – SECTION: Pupils, TITLE: Student Rights and Responsibilities
- Policy Number 235.1** – SECTION: Pupils, TITLE: Surveys
- Policy Number 236** – SECTION: Pupils, TITLE: Student Assistance Program
- Policy Number 237** – SECTION: Pupils, TITLE: Electronic Devices
- Policy Number 247** – SECTION: Pupils, TITLE: Hazing
- Policy Number 248** – SECTION: Pupils, TITLE: Unlawful Harassment
- Policy Number 249** – SECTION: Pupils, TITLE: Bullying/Cyberbullying
- Policy Number 250** – SECTION: Pupils, TITLE: Student Recruitment

Solicitor's report

Addenda

Adjournment