

FRANKLIN COUNTY CAREER AND TECHNOLOGY CENTER JOINT OPERATING COMMITTEE

PROPOSED AGENDA – December 15, 2016 – 7:00 p.m.

Call to Order

Moment of Silence

Flag Salute

Roll Call

Recognition of Visitors

Public Comment

REORGANIZATION:

The Articles of Agreement for the establishment and operation of the Franklin County Career and Technology Center, Page 3, Section 8:

Officers:

"In the December meeting each year of the Technical School Committee, a Chairman and Vice Chairman should be elected to serve for a period of one (1) year, to take office the first Monday of the following January. The two officers shall not represent the same participating school district, shall not be eligible to serve in the same office more than two (2) successive years, and shall not come from the same participating school district for more than two (2) successive terms."

Meeting Dates:

It is recommended that meeting dates and time for our regular monthly meeting be established during the reorganization in December. At the present time, the Joint Operating Committee meets on the 4th Thursday of each month, with the exception of November and December when the Joint Operating Committee meets earlier due to the Thanksgiving and Christmas Holidays. The set time is 7:00 p.m. Any changes will be advertised accordingly.

Approval of December 15, 2016 Agenda

Approval of November 17, 2016 Meeting Minutes

Financial Reports: General Account, LPN Account

Correspondence

Administrative Reports

OLD BUSINESS:

Policy

1. 700 Series Policies – Facilities (Final Reading)

701	Facilities Planning	708	Lending of Equipment and Books
702	Gifts, Grants and Donations	709	Building Security
703	Sanitary Management	710	Use of Facilities by Staff
704	Maintenance	711	Naming Rights
705	Safety	712	Sponsorship

706	Property Records	716	Integrated Pest Management
706.1	Disposal of Surplus Property	717	Cellular Phones
706.2	SDS Compliance	718	Service Animals in Schools
707	Use of Center Facilities		

NEW BUSINESS:

Personnel:

1. Resignation

The Joint Operating Committee is asked to accept the resignation of Scott Cole from the position of Vocational Supervisor effective January 20, 2017.

2. Job Description Revision

A request is made to make revisions to the job description of the Vocational Supervisor to that of Principal with minor modifications being made to the duties of the position.

3. Advertise, Interview & Hire

Approval is sought for the administration to advertise and interview for the position of Principal and to give authorization for the Administrative Director to offer employment to the selected candidate (with consultation from the Personnel Committee) prior to the JOC meeting in January.

4. Hire

Request approval to hire Melissa Kuhns, 2304 Bodie Island Drive, Chambersburg, PA 17202, as a full time Administrative Assistant for the Practical Nursing Program effective December 1, 2016 at a rate of \$12.50/hour for a 245 day schedule.

5. Mentor Stipends

Authorization is required to provide a stipend of \$250 to the following individuals for serving as mentor teachers during the second semester.

Lisa Cook for	Chelsea Miller
Dwight Munson for	Bryan Alleman

Curriculum:

6. Secondary Nurse Assisting Clinical Agreement

Approval is sought to renew the agreement with the Shook Home in Chambersburg to provide the site for clinical training for C.N.A. certification.

Policy:

7. Comprehensive Plan Document - 2017-2020

Approval is sought to support the submission of the Franklin County CTC Comprehensive Plan to the Pennsylvania Department of Education for review to take effect starting July 1, 2017 to be effective through June 30, 2020.

8. Bullying Prevention Plan

Request approval for the Franklin County CTC Bullying Prevention Plan which would go into effect starting Semester II of the 2016-17 School Year.

Solicitor's Report

Addenda

Adjournment