

**FRANKLIN COUNTY CAREER AND TECHNOLOGY CENTER
JOINT OPERATING COMMITTEE
February 23, 2017**

The monthly meeting of the Franklin County Career and Technology Center's Joint Operating Committee was held on Thursday evening, February 23, 2017 in the board room with Chairman Barton calling the meeting to order at 7:00 p.m., followed by a moment of silence and salute to the flag.

MEMBERS PRESENT:	Carl Barton	Chambersburg
	Ed Norcross	Chambersburg (late arrival at 7:06)
	Joan Smith	Chambersburg
	Linda Farley	Greencastle – alternate
	Charlie Suders	Shippensburg
	Geno Torri	Shippensburg
	Larry Funk	Tuscarora
	Stephen O'Brien	Waynesboro – alternate

MEMBERS ABSENT:	Shannon Yates	Greencastle
	Leland Lemley	Waynesboro
	Chris Lind	Waynesboro

ALSO PRESENT:	Jim Duffey	CareerTech Admin. Director
	Dr. Sherian Diller	Superintendent of Record
	Ben Mordan	CareerTech Asst. Director
	Adam Whisel	CareerTech Principal
	Neil Rotz	CareerTech Business Manager
	Jan Collier	CareerTech LPN Administrator
	Amy Brousse	SEK
	Craig Witmer	SEK
	Allen Piper	Pres/CRG-TSB Member; Tax Payer
	Hugo Castillo	Wesley Heckman's CMS Student

RECOGNITION OF VISITORS: Chairman Barton welcomed everyone to the meeting, recognizing Adam Whisel, the new principal for FCCTC; Allen Piper, CRG; Amy Brousse and Craig Witmer from Smith, Elliott, Kearns & Company, LLC; and Hugo Castillo, student from Career Magnet.

PUBLIC COMMENT: Mr. Allen Piper, representing Citizens for Responsible Government, thanked the Board for their accomplishments, acknowledging that he is an avid supporter of technology and the career program. Mr. Piper then discussed Senate Bill 76 and House Bill 76, debated at the CASD Board Meeting on Wednesday evening, February 22. He asked if the JOC would take a position on the proposed bill. Chairman Barton stated that because the JOC board meeting is not the proper forum for any discussion, the JOC has not taken any position, and doesn't plan to take a position on the bill. He stated that any action is a better fit for individual school districts.

APPROVAL OF THE FEBRUARY 23, 2017 AGENDA:

On a Funk/Suders motion/second and carried unanimously on a voice vote, the agenda was approved.

After the vote, Chairman Barton stated that even though a discussion of the cafeteria is not included on the February agenda, the Committee will revisit this item at a later date.

APPROVAL OF THE JANUARY 26, 2017 MINUTES:

On a Funk/Suders motion/second and carried on a voice vote, the minutes were approved. Mr. Norcross abstained.

FINANCIAL REPORTS:

Mr. Rotz, Business Manager, presented the following financial reports:

General Fund	Beginning Balance 1/1/2017	\$	2,139,486.44
	Receipts January 2017	\$	644,876.05
	Expenditures January 2017	\$	(1,192,293.53)
	Ending Balance 1/31/2017	\$	1,592,068.96
General Advisory	Beginning Balance 1/1/2017	\$	32,752.94
	Receipts January 2017	\$	0.00
	Expenditures January 2017	\$	(2,478.06)
	Ending Balance 1/31/2017	\$	30,274.88
LPN Program	Beginning Balance 1/1/2017	\$	757,531.95
	Receipts January 2017	\$	112,094.60
	Expenditures January 2017	\$	(128,980.35)
	Ending Balance 1/31/2017	\$	740,646.20

On a Funk/Suders motion/second and carried unanimously on a voice vote, the financial reports were approved as presented.

CORRESPONDENCE: None

CHIEF ADMINISTRATIVE OFFICER'S REPORT: None

ADMINISTRATIVE REPORTS:

- Mr. Duffey introduced Mr. Witmer and Ms. Brousse from SEK. They reviewed the audit for the year ending June 30, 2016, and presented financial information.

Jan Collier:

- Advised that the PNP building was delivered on February 21, and students from graphic arts are taking photos daily from the same vantage point to show the progression.
- Stated that the key statement, *Expanding Excellence, Transforming Lives*, looks superb and will be presented at the **Fundraising Dinner on March 9, 2017**. Over 300 invitations were mailed, and Mrs. Collier is hoping for 100+ attendees. Five speakers will deliver brief speeches - the keynote speaker being Rod Hocker, President of Johnnies Restaurant & Hotel Service. The dinner will be prepared by Culinary Arts' students, with light hors d'oeuvres being served at 5:30 p.m. Entertainment will be provided by the Cumberland Valley School of Music.
- Reported that Bob Thomas, County Commissioner, has agreed to be the Campaign Chairman. All three commissioners plan to attend the dinner.
- Reported that the campaign received its first major pledge of \$5,000 from Mr. Hocker.
- Provided the Committee with a list of Naming Opportunities and Pledge/Gift Forms. Invited members to consider Naming Opportunities and pledges/gifts, and asked them to also reach out to other persons in the community to do the same.

- Held two information sessions to promote the program (with 26 attendees), and is scheduled for Radio Show 103.7 to promote the LPN role and Building Project.
- Thanked Mr. Duffey and Chairman Barton for their contribution to the graduation ceremony on February 2, 2017.
- Reported that their office has received 23 applications in the past two weeks.

Adam Whisel:

- Stated that he is excited to join the team as Principal at FCCTC, and thanked the Board for the opportunity.

Ben Mordan:

- Stated that the Perkins Audit takes place on March 7-9, 2017.
- Made Members aware of an incident that took place yesterday, February 22, at the State DECA Conference in Hershey. Because of an anonymous threat on social media, a decision was made by administration and parents to have our five marketing students and two advisors return home last night. The unfortunate outcome is that our students were unable to compete and win any awards.
- Presented reports and reviewed recruiting data and application data, and a brief discussion ensued.
- Stated that an open house for 8th graders is scheduled for April 27 from 5:30-7:30 p.m. and invited Members to attend.

Jim Duffey:

- Advised that the Grand Opening of the 1st Ed Credit Union Branch at FCCTC is scheduled for Tuesday, March 7, and invited Members to attend. The Ribbon Cutting will take place at 9:00 a.m. at **The Loop** (school store).
- Presented an update on the adult C.N.A. Program, and Summit Health's need for C.N.A.s. Summit wants to help contribute to the program.

NEW BUSINESS:

Financial

Chairman Barton asked that the Committee approve Items #1 and #2 together:

1. Approval of the Single Audit Report for year ending June 30, 2016

Approval was sought for the Single Audit Report for year ending June 30, 2016 prepared by Smith, Elliott, Kearns & Company.

2. Donation

Approval was sought to accept a donation of excess inventory of tools, drills (carbide, twist and spade), inserts and taps from Olympic Steel Corporation. The value of the donation has been estimated at \$22,000.

On a Funk/Suders motion/second and carried unanimously on a voice vote, Items #1 and #2 were approved as presented.

Curriculum:

3. K-12 Career Counseling Plan

Approval was requested to accept the Franklin County Career Tech K-12 Career Counseling Plan.

On a Funk/Norcross motion/second and carried unanimously on a voice vote, the Franklin County Career Tech K-12 Career Counseling Plan was approved as presented.

4. Hot Rodders' Trip

Approval was sought to allow the Hot Rodders' Team to compete in the 2017 Qualifying Event in Mooresville, NC April 7-8, 2017.

On a Funk/Smith motion/second and carried unanimously on a voice vote, approval was given for the Hot Rodders' Club to compete in the 2017 Qualifying Event in Mooresville, NC April 7-8, 2017.

Policy:

Mr. Duffey reviewed a few changes that management made to policies 800, 801, 805, and 808.

5. PSBA Policy Update: 800 Series - Operations - First Reading

800	Records Management	813	Other Insurance
801	Public Records	814	Copyright Materials
803	School Calendar	815	Acceptable Use of Internet Computers and Network
804	School Day	818	Contracted Services
805	Emergency Preparedness	819	Suicide Awareness, Prevention and Response
805.1	Relations with Law Enforcement	822	AED/CPR
806	Child Abuse	824	Maintaining Professional Adult/Student Boundaries
807	Opening Exercises/Flag Displays	828	Fraud
808	Food Services	830	Breach of Computerized Personal Information
810	Transportation		
810.1	Drug/Alcohol Testing – Covered Drivers		
811	Bonding		
812	Property Insurance		

On a Funk/Smith motion/second and carried unanimously on a voice vote, the policies were approved as presented.

Personnel:

6. PNP Program

The Practical Nursing Program requested to hire the following for an adjunct nurse educator position at a per diem rate of \$30/hour without benefits:

Valerie Mongan, BSN, RN
2328 Heidi Circle
Chambersburg, PA 17202

On a Funk/Suders motion/second and carried unanimously on a voice vote, the Board approved the hiring of Valerie Mongan as an adjunct nurse educator.

Solicitor's Report – None

Addenda

Mr. Rotz collected completed forms from the State Ethics Commission. Forms are due to Mr. Rotz by April 14 to meet the May 1 deadline.

Adjournment

There being no further business to discuss, the meeting was adjourned at 8:01p.m.

Respectfully submitted,

Neil D. Rotz
Recording Secretary

aa:3-1-2017