

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

The monthly meeting of the Franklin County Career and Technology Center's Joint Operating Committee was held on Thursday evening, March 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
	Joan Smith	Chambersburg
	Shannon Yates	Greencastle
	Geno Torri	Shippensburg
	Larry Funk	Tuscarora
	Leland Lemley	Waynesboro
	Chris Lind	Waynesboro

MEMBERS ABSENT:	Charlie Suders	Shippensburg
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ALSO PRESENT:	Jim Duffey	CareerTech Admin. Director
	Dr. Sherian Diller	Superintendent of Record
	Ben Mordan	CareerTech Asst. Director
	Neil Rotz	CareerTech Business Manager
	Jan Collier	CareerTech LPN Administrator
	Allen Piper	CRG
	Cali Lenharr	CMS Student
	Destiny Gerken	CMS Student
	Mrs. Lind	

RECOGNITION OF VISITORS: Chairman Barton welcomed everyone to the meeting, recognizing Mrs. Lind, Civics students Cali Lenharr and Destiny Gerken, and Mr. Piper, CRG.

PUBLIC COMMENT:

Mr. Allen Piper, representing Citizens for Responsible Government, recommended that an additional "public comment" be added to the end of the JOC agenda each month, ensuring that citizens have the opportunity to speak on any issue not on the agenda. A brief discussion ensued, and Chairman Barton thanked Mr. Piper for his suggestion.

One of the students in attendance asked if the Career Magnet School is closing, and Committee Members assured her not to worry because CMS will not close.

APPROVAL OF THE MARCH 23, 2017 AGENDA:

Chairman Barton advised that an Executive Session for Personnel is being added to this evening's agenda prior to Item #4. On a Funk/Norcross motion/second and carried unanimously on a voice vote, the agenda was approved.

APPROVAL OF THE FEBRUARY 23, 2017 MINUTES:

On a Funk/Smith motion/second and carried on a voice vote, the minutes were approved. Mr. Lemley, Mr. Lind, and Mr. Yates abstained.

Chairman Barton reminded Committee Members of the changes for the JOC meetings in April and May. Both have been moved to the 3rd Wednesday instead of the 4th Thursday of the month:

Wednesday, April 19
Wednesday, May 17

FINANCIAL REPORTS:

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

General Fund	Beginning Balance 2/1/2017	\$	1,592,068.96
	Receipts February 2017	\$	1,131,864.08
	Expenditures February 2017	\$	(1,108,406.43)
	Ending Balance 2/28/2017	\$	1,615,526.61
General Advisory	Beginning Balance 2/1/2017	\$	30,274.88
	Receipts February 2017	\$	0.00
	Expenditures February 2017	\$	(1,752.38)
	Ending Balance 2/28/2017	\$	28,522.50
LPN Program	Beginning Balance 2/1/2017	\$	740,646.20
	Receipts February 2017	\$	152,154.46
	Expenditures February 2017	\$	(442,825.50)
	Ending Balance 2/28/2017	\$	449,975.16

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

CORRESPONDENCE: Mr. Duffey stated that FCCTC received a letter of appreciation from Mr. Steve Caldwell, president of the Chambersburg Evening Lion's Club. The Club recognizes Mr. Parson and his auto collision students for the construction of two eye glass collection boxes. Over the last decade, the Club has received over 75,000 pairs of glasses.

CHIEF ADMINISTRATIVE OFFICER'S REPORT: None

ADMINISTRATIVE REPORTS:

Jan Collier:

- Updated the Committee on the progress on the new PNP building.
- Stated that the Campaign Kick-Off Dinner on March 9 was well attended, and is grateful for the efforts of so many who made the evening a success.
- Reported receiving \$23,145 in donations and pledges to date.
- Discussed the program promotion/advocacy efforts in place to promote the role of the LPN.

Ben Mordan:

- Reported results from the Perkins' site evaluation held March 7-9.
- Advised that the 11th grade "mock interviews" took place on March 22.
- Reminded Members of the OAC Dinner/Meeting on April 6.
- Stated that FCCTC will host a Middle School Open House on April 27 from 5:00-7:30 p.m.
- Reviewed enrollment data collected after interviews were conducted (January 30-March 23). A discussion ensued on students and the IEP population.

Jim Duffey:

- Presented a summary from Stefan Karkuff, Farm Bill Biologist, stating that funding is available through the *Conservation Reserve Enhancement Program* (CREP) and the PA Game

Commission to set aside land for conservation with *Pheasants Forever*. A brief discussion followed.

- Reported that the IRS has determined that the Alumni Association is exempt from federal income tax under Internal Revenue Code Section 501 (c) (3), and also qualifies for EITC funds.
- Shared an email received from Rick Heck from Volvo. Volvo would like to donate \$10,000 to FCCTC from the sale of their Golden Hauler truck. Volvo will tour the school on April 20 to determine which programs will benefit from the monies donated.

OLD BUSINESS

Policy:

1. PSBA Policy Update: 800 Series - Operations – Second 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 Lind/Funk motion/second and carried unanimously on a voice vote, the Policy 800 Series was approved as presented.

NEW BUSINESS:

Financial

2. Presentation Only – Proposed 2017-18 FCCTC General Operating Budget

Mr. Duffey and Mr. Rotz provided a presentation on the anticipated budget required for the 2017-18 school year to include the costs of various options associated with program expansion. The JOC will be asked to vote on approval of the budget at the next meeting scheduled for Wednesday, April 19, 2017. A lengthy discussion ensued between the administration and the JOC on the following:

- Discussed enrollment data for 17-18 and how that could help drive new programming.
- Weighed the pros and cons of opening an Emergency Services vs. an Intro to Transportation program.
- Chairman Barton suggested that Emergency Services be offered to Chambersburg only for 17-18 and the other districts could buy into this program when their budgets allow.
- Dr. Torri raised concerns about the FCCTC increases in relation to the SASD budget deficit of \$1.7M. The cost at the home school is set, but the cost to send to CTC increases.
- Discussed LIU staffing at FCCTC and the increasing IEP population.
- Mr. Duffey and Mr. Rotz will go back and look at salary and healthcare costs to get the overall increase to the budget down closer to 3%.

3. CASD Classroom Lease

The lease (\$7,000) with CASD for the Board Room will automatically renew for the 2017-18 school year unless notice is given in writing not less than 90 days preceding June 30, 2016. Discussion ensued and it was determined that the lease will renew for the 2017-18 school year.

9:02 p.m. – Recess to Executive Session for Personnel
9:30 p.m. – Reconvened

4. Chambersburg Hospital Agreement

Approval was sought to enter into a collaborative agreement with the Chambersburg Hospital to provide opportunities for adult Nurse Assisting students to be considered for observation opportunities and possible workforce placement in an acute care hospital setting.

On a Funk/Lind motion/second and carried unanimously on a voice vote, Item #4 was approved as presented.

Personnel:

- 5. Practical Nursing Program** - The Practical Nursing Program requested to hire the following for an adjunct nurse educator position at a per diem rate of \$28/hour without benefits.

Ginger Peterson, BSN, RN
3208 Baltusrol Drive
Chambersburg, PA 17202

On a Funk/Smith motion/second and carried unanimously on a voice vote, Item #5 was approved as presented.

Solicitor's Report

Addenda

Adjournment

There being no further business to discuss, the meeting was adjourned at 9:32 p.m.

Respectfully submitted,

Neil D. Rotz
Recording Secretary