

**FRANKLIN COUNTY CAREER AND TECHNOLOGY CENTER
JOINT OPERATING COMMITTEE
May 17, 2017**

The monthly meeting of the Franklin County Career and Technology Center's Joint Operating Committee was held on Wednesday evening, May 17, 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
	Shannon Yates	Greencastle
	Susan Spicka	Shippensburg
	Charlie Suders	Shippensburg
	Larry Funk	Tuscarora
	Leland Lemley	Waynesboro (late arrival 7:06 p.m.)
	Chris Lind	Waynesboro

MEMBERS ABSENT:	Ed Norcross	Chambersburg
	Joan Smith	Chambersburg

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
	Rod Hocker	Johnnies
	Nathan Rotz	GAC
	Jeff Daughenbaugh	FCCTC
	Tina Mentzer	LIU/FCCTC
	Toni Brant	LIU/FCCTC
	Lisa Diffenbaucher	LIU/FCCTC
	Julie Rotz	LIU/FCCTC
	Kathy Estep	FCCTC/SkillsUSA
	Bryan Hawbecker	FCCTC/SkillsUSA
	Mrs. Lind	

RECOGNITION OF VISITORS: Chairman Barton welcomed everyone to the meeting, recognizing Mr. Hocker, Mr. Rotz, CTC/LIU staff, and Mrs. Lind.

PUBLIC COMMENT ON AGENDA ITEMS:

- Mr. Nathan Rotz spoke regarding the disadvantages of the potential elimination of the social worker position that is provided by the LIU.
- Mr. Hocker asked that the JOC reconsider the elimination of the social worker position from FCCTC.

A discussion ensued by the JOC:

Mr. Lind advised that the determination has to be made in individual school districts. Every district faces financial pressures to make cuts, and don't possess additional funds for FCCTC programming.

Dr. Diller pointed to the fact that the LIU bills each district for their services, therefore adding to the financial burden districts currently face. The LIU costs do not affect the CTC budget, but they do impact the districts.

Ms. Spicka suggested that we speak with local legislators (Alloway, Eichelberger) about funds available to FCCTC. She stated that she has spoken with Sen. Eichelberger, who has formed a special committee in Harrisburg centering on career and technical education (CTE), because he feels CTE is the pathway for students to find success in their lives.

- o Mrs. Brant spoke to the importance of the social worker and counselor in their roles at FCCTC.

APPROVAL OF THE MAY 17, 2017 AGENDA:

Chairman Barton advised that an Executive Session for Personnel and Property is being added to this evening’s agenda prior to Old Business. On a Funk/Lind motion/second and carried unanimously on a voice vote, the agenda was approved.

APPROVAL OF THE APRIL 19, 2017 MINUTES:

On a Funk/Yates motion/second and carried on a voice vote, the minutes were approved. Ms. Spicka abstained.

FINANCIAL REPORTS:

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

General Fund	Beginning Balance 4/1/2017	\$	1,518,792.82
	Receipts April 2017	\$	627,058.06
	Expenditures April 2017	\$	(561,360.85)
	Ending Balance 4/30/2017	\$	1,584,490.03
General Advisory	Beginning Balance 4/1/2017	\$	27,637.64
	Receipts April 2017	\$	0.00
	Expenditures April 2017	\$	(832.06)
	Ending Balance 4/30/2017	\$	26,805.58
LPN Program	Beginning Balance 4/1/2017	\$	523,337.27
	Receipts April 2017	\$	108,784.04
	Expenditures April 2017	\$	(33,717.54)
	Ending Balance 4/30/2017	\$	598,403.77

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

CORRESPONDENCE:

Mr. Duffey referred members to two letters from *Healthy Communities Partnership* in support of retaining the social worker’s position at FCCTC.

Referring to Ms. Spicka’s comments earlier, Mr. Lind asked that a letter be drafted to be sent to our local legislators regarding financial concerns of CTE.

CHIEF ADMINISTRATIVE OFFICER’S REPORT: Dr. Diller reported that she is working with the Special Ed directors, to meet on June 15, 2017, to review the special education issues and counseling department for FCCTC. Mr. Lind made the point that FCCTC needs to get the IEP’s before school starts in August.

ADMINISTRATIVE REPORTS:

Ben Mordan:

- Reviewed the NOCTI results from 2016-2017:
 1. Overall, we had 70.5% of our students score advanced which is a 9.7% increase from last year and an overall very impressive accomplishment.
 2. Overall, 92.8% of our students scored Advanced or Competent, which is a 3.1% increase from last year. The average across Pennsylvania CTC’s is 85% so we are approximately 7% higher than the state average.
 3. 15 out of 23 programs had improved or remained the same in their performance, based on the percent of students who scored Advanced or Competent.

Jim Duffey:

- Referred the Committee to the minutes from the GAC meeting held on May 8, 2017.
- Reminded members that the Alumni Association of FCCTC is hosting their annual golf tournament on Saturday, May 20, and noted that there is still time to donate.
- Invited members to attend the *Best of the Best* awards ceremony at Greencastle-Antrim High School tomorrow night, Thursday, May 18.
- Invited the advisors from SkillsUSA to present an overview of the SkillsUSA State Competition: Mrs. Estep and Mr. Hawbecker spoke of the roles and opportunities available to students as members of SkillsUSA. They advised that two students will be traveling with them to Nationals in Louisville, KY this summer. Hannah Lowman, is a state officer, and Lynnae Ocker was awarded 1st Place in pin design.

Jan Collier:

- Supplied an update on the new PNP building, advising that the windows and flooring should be installed in approximately two weeks.
- Updated members on the donations/pledges status.
- Discussed program promotion/advocacy.

7:52 p.m. – Recess to Executive Session for Personnel

8:17 p.m. – Reconvened

OLD BUSINESS:

Financial:

1. 2017-2018 General Fund Operating Budget

Approval was requested for the 2017-2018 General Fund Operating Budget in the amount of **\$6,560,888**, which is a total of a \$138,282 increase (2.93%). The Districts will also save an estimated \$104,000 as a result of changes made to Counseling and Special Education services at FCCTC.

On a Funk/Yates motion/second and carried unanimously on a roll call vote, the 2017-2018 General Fund Operating Budget was approved as presented.

Mr. Suders – Yes
Mr. Lind – Yes
Mr. Lemley – Yes

Mr. Funk – Yes
Mr. Yates – Yes
Ms. Spicka – Yes
Chairman Barton – Yes

NEW BUSINESS:

Financial:

1. PNP Building Donation

Approval was sought to accept a \$100,000 donation agreement written between Sally Brooks and the Franklin County Career and Technology Center Alumni Association for the naming of the new Practical Nursing building.

On a Funk/Yates motion/second and carried unanimously on a voice vote, the donation agreement was approved as presented.

2. Facility Usage

Approval was sought to rent the warehouse space to the Chambersburg Area School District for the 2017-18 school year at a rate of \$1,000/month to operate a logistics program for special needs students. All costs associated with the program will be at CASD's expense. Space would be relinquished if a need would exist for FCCTC use.

On a Funk/Yates motion/second, a lengthy discussion ensued regarding the following:

- The location of the warehouse, its specific use, and any necessary modifications
- How this initiative may hinder the plan for expansion for FCCTC
- Student/parent interest in other programming
- Staffing, to include sub-contractors to teach forklift training
- Length of the agreement and correct language in the agreement
- The other districts should have the opportunity to send students on a pay per student basis
- Liability for damage to the building/equipment

Some JOC members expressed concern that the proposal is not in the best interests of the CTC mission. Some other district owners of the building would rather use CTC space for adult or other CTC programs, not for CASD to expand CASD programs that should be held on CASD campuses or elsewhere.

After discussion and on a Funk/Lind motion/second, the motion was amended to refer the Facility Usage agenda item to the administration to secure a written agreement with CASD to replace the Facility Usage Form. The amended motion carried unanimously on a voice vote.

Chairman Barton asked that Items #3 & #4 be combined into one vote.

3. SkillsUSA Nationals

Approval was sought to send two (2) students and two (2) advisors to the National SkillsUSA Competition in Louisville, KY from June 16-24, 2017 at a cost of approximately \$6,847.

Expenditure Breakdown for 2 advisors:

Lodging:	\$2,808
Transportation:	\$1,123
Meals:	\$720
Registration:	\$350

Total: \$5001

Expenditure Breakdown for 2 students:

Lodging:	\$1,166
Meals:	\$480
Registration:	\$200

Total: \$1,846

SkillsUSA/Volvo Donation: \$2,419

General Fund: \$4,428

4. Depository

Approval was sought to retain Orrstown Bank as the depository for the Franklin County Career & Technology Center for the 2017-2018 school year.

On a Funk/Lemley motion/second and carried unanimously on a voice vote, Items #3 & #4 were approved as presented.

Personnel:

5. Collective Bargaining Agreement

Recommended approval of the Collective Bargaining Agreement with the FCCTC Education Association for the period of July 1, 2017 – June 30, 2020.

On a Funk/Lind motion/second and carried unanimously on a roll call vote, the Collective Bargaining Agreement for the period of July 1, 2017 – June 30, 2020 was approved as presented.

Mr. Lemley – Yes
Mr. Funk – Yes
Ms. Spicka – Yes

Mr. Yates – Yes
Mr. Lind – Yes
Mr. Suders – Yes
Chairman Barton – Yes

Chairman Barton asked that Items #6 & #7 be combined into one vote.

6. Election of a Treasurer for the 2017-18 School Year

Policy for the election of a Treasurer, as written in the Articles of Agreement, Paragraph 8, ***“At the May meeting each year of the Joint Operating Committee, a Treasurer shall be elected to take office the first Monday of July following such election for a term of one (1) year”.***

Recommended retention of John Fitz as Treasurer of the Franklin County Career and Technology Center.

7. Election of a Solicitor for the 2017-18 School Year

Policy for the election of a Solicitor, as written in the Articles of Agreement, Paragraph 8, ***“At the May meeting each year of the Joint Operating Committee, a Solicitor shall be elected to take office the first Monday of July following such election for a term of one (1) year.”***

Recommended retention of Beard Legal Group as Solicitor of the Franklin County Career and Technology Center at the rates of \$130/hr. for solicitor type work performed on behalf of the CTC and \$160/hr. for specialized services. These rates are the same as they were for the 16-17 school year.

On a Funk/Yates motion/second and carried unanimously on a voice vote, Items #6 & #7 were approved as presented.

Curriculum:

8. Occupational Advisory Committee Meeting Minutes (Information Only)

In June, the JOC will be asked to approve the OAC Minutes from the 2016-2017 school year. Please note that they are now posted to our website at <http://www2.franklinctc.com/7-2/about/committees/occupational-advisory-committee/> for your review.

Policy:

9. PSBA Policy Update: 900 Series - Operations - First Reading

901	Public Records	910	Community Engagement
902	Publications Program	911	News Media Relations
903	Public Participation in Board Meetings	912	Relations with Educational Institutions
904	Public Attendance at Center Events	913	Relations with Non-school Organizations/Groups/Individuals
906	Public Complaints	914	Relations with Intermediate Unit
907	Center Visitors	916	Volunteers
908	Relations with Parents/Guardians	917	Parent/Family Involvement

Copies of 900 series policies are included in the JOC packets.

On a Lind/Yates motion/second and carried unanimously on a voice vote, the first reading of the 900 Series was approved as presented.

Solicitor’s Report – None

Addenda – None

Public Comment on Non-Agenda Items – None

Adjournment

There being no further business to discuss, the meeting was adjourned at 9:02 p.m.

Respectfully submitted,

Neil D. Rotz
Recording Secretary

aa:5.31.17