

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

PROPOSED AGENDA: JUNE 22, 2017 - 7:00 p.m.

Call to Order

Moment of Silence and Flag Salute

Roll Call

Recognition of Visitors

Public Comment

Approval of the June 22, 2017 Agenda

Approval of May 17, 2017 Meeting Minutes

Financial Reports: General and LPN Accounts

Correspondence

Reports: Chief Administrative Officer's and Administrative Reports

- Sally Brooks - Presentation of Check for Naming of PNP Building

OLD BUSINESS:

Financial:

1. Facility Usage (Presentation from CASD)

Approval is sought to approval a lease agreement proposed by the Chambersburg Area School District to rent warehouse space to operate a logistics program for special needs students for the period July 1, 2017 – June 30, 2018 at a rate of \$1,000/month. All costs associated with the program will be at CASD expense. Space would be relinquished if a need would exist for FCCTC use.

Policy:

2. PSBA Policy Update: 900 Series - Operations - Final 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 Nonschool 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 were included in the May JOC packets.

NEW BUSINESS:

Financial:

3. Donation – TE Connectivity

Approval to accept a donation of a Bridgeport Vertical Mill, serial number 407985, and a J&L Epic-114 Comparator, serial number 104043, from TE Connectivity in Waynesboro, PA to be used in the Computer Integrated Manufacturing (CIM) program.

4. Donation – Airgas

Approval to accept a donation of miscellaneous tools and supply material from Airgas Corporation in the amount of \$6,395.41 to be used in the Welding and Computer Integrated Manufacturing (CIM) programs.

5. Support Staff Insurance and Co-Premium

Approval is sought for implementation of the 2017-2018 school year support staff insurance package. FCCTC shall provide individual, two-party or family medical insurance coverage with all participants paying 0% of the total premium cost, which is 2% below the teacher's co-premium percentage that is calculated each fiscal year (per the CBA).

6. Capital Reserve Fund Disbursements

Approval is sought for the disbursement of funds totaling **\$27,380.93** from the Capital Reserve Fund for the following. These expense was part of the Building and Grounds Upkeep Plan that was approved at the March, 2016 JOC meeting.

- A. Stouffer Mechanical Contractor - Rooftop Units \$14,400.00
- B. Capital Tristate - Energy Efficient T8 Light Bulbs \$4,982.93
- C. Johnson Controls – 2 Rooftop Units \$7,998.00.

7. Grant Funding

The 2017/18 Perkins and BEC grants have been approved in the amount of \$314,177 and \$3,500 respectively. Authorization to accept this funding is sought.

<u>Project</u>	<u>AMOUNT</u>
Total Approved Budget	\$6,560,888
Carl Perkins Grant	\$314,177
Bus/Ed Partnership Grant	<u>\$3,500</u>
TOTAL APPROVED BUDGET (17-18)	\$6,878,565

Curriculum:

8. Memorandum of Understanding

Approval is sought to accept the M.O.U. developed for the 2017-18 school year between the FCCTC and Chambersburg Magnet School to provide counseling services for CASD students while enrolled at the FCCTC.

9. Secondary Medical Assisting Affiliation Agreement

Approval is sought to renew the agreement with the Summit Physician Services in Chambersburg to provide the site for clinical training for the Medical Assisting program.

10. 2015-16 Occupational Advisory Committee Minutes

Acceptance is required by the JOC for the OAC Minutes as written for the 2016-17 school year.

11. Professional Development

Approval is sought to send Megan Baker, Engineering Technology Instructor, to Project Lead the Way training July 10-21, 2017 in Baltimore, MD at a cost of \$3,810 for registration (\$2,560) and lodging (\$1,250).

12. Memorandum of Understanding – 2017-2018 School Year

Approval is sought for the Memorandum of Understanding between Career and Technical Centers and Participating School Districts and the Bureau of Career and Technical Education for participation in the Technical Assistance (TAP) Program.

Policy:

13. Policy Updates:

112 Guidance Counseling - policy change to reflect changes made to guidance services.

122 Extracurricular Activities – policy change to clarify FCCTC responsibility for payment related to advisors serving in state and national capacities (page 5).

146 Student Services – policy change to reflect changes made to IU contracted services.

Personnel:

14. Administrative Director Increase

Approve salary increase for the Administrative Director per contract for satisfactory evaluation.

15. Job Description Revision – Secondary Guidance Counselor

Approval is requested to change the job description for the Guidance Counselor to reflect changes in duties that are to occur as a result of changes made to IU contracted services.

Solicitor's Report:

Addenda

Adjournment