

FRANKLIN COUNTY CAREER AND TECHNOLOGY CENTER JOINT OPERATING COMMITTEE

PROPOSED AGENDA – December 14, 2017 – 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 14, 2017 Agenda

Approval of November 16, 2017 Meeting Minutes

Financial Reports: General Account, LPN Account

Correspondence

Administrative Reports

NEW BUSINESS

Personnel:

1. FMLA Requests

Retroactive approval is required for requests for extended medical leave under the Family Medical Leave Act.

<i>Bobby Bard</i>	<i>17 days</i>	<i>12/1/17 – 1/1/18</i>
<i>Kathy Estep</i>	<i>12 days</i>	<i>12/12/17 – 1/5/18</i>

2. Determination and Assignments of Committees for the Calendar Year – 2018

It is recommended the Joint Operating Committee members determine appropriate committees and assign necessary representatives for committees selected for the Calendar Year 2018. The committees are Budget and Finance Committee, Personnel and Negotiation Committee and Building and Grounds Committee. The current committee members are as follows:

Personnel & Negotiations: *Beth Reecher, Larry Funk, Charlie Suders, Carl Barton (Alt).*

Budget & Finance: *Susan Spicka, Joan Smith, Curtis Wingert, Shannon Yates (Alt).*

Building & Grounds: *Shannon Yates, Ed Norcross, Larry Funk, Joan Smith (Alt)*

Curriculum:

3. Affiliation Agreements for Clinical Experiences

Approval is sought to renew the affiliation agreements for the following long-term care facilities for adult and secondary student clinical experiences for Nurse Assisting training.

Shook Home - Adult and Secondary

Menno-Haven - Adult and Secondary

4. Occupational Advisory Committee Meeting Minutes – Fall, 2017

Acceptance is required by the JOC of the Fall, 2017 OAC Minutes. Minutes have been posted on our website at <http://www2.franklinctc.com/7-2/about/committees/occupational-advisory-committee/>.

5. Letter of Agreement – Laurel Life

Retroactive approval is sought to enter into an agreement with Laurel Life, the behavioral health division of Folium, to serve the mental health needs of identified students on an ongoing basis. There is no cost to the school for these services.

Financial:

6. Donation

Approval is sought to accept a donation of a 2004 Ford Focus valued at \$500 from Eric Swanson, 371 Bradley Lane, Shippensburg, PA.

7. Safe Schools Grant

The Franklin County Career and Technology Center was awarded \$20,000 by the PA Office of Safe Schools for the purchase of parking lot lighting, poles and exterior security cameras. Approval is sought to add this amount to our General Operating Budget.

<i>Current General Operating Budget</i>	<i>\$6,878,565</i>
<i><u>Safe Schools</u></i>	<i><u>\$20,000</u></i>
<i>TOTAL APPROVED BUDGET (17-18)</i>	<i>\$6,898,565</i>

8. Bids for Parking Lot Paving

Approval is sought to solicit bids for the removal and replacement of the existing driveway and parking lot as per Building and Grounds Committee recommendation. Bids will be due by January 25th and opened at the January JOC meeting. Preliminary factors that are to be included in bid are as follows:

- *400,000 total square feet*
- *Removal and replacement of existing driveway and parking lots.*
- *6"of compact 2A stone or equal to for base (if already in place this cost is to be removed from quote).*
- *4"compact 25mm asphalt.*
- *2"compact 9.5 mm asphalt.*
- *Lining of parking spaces.*

Solicitor's Report

Addenda

Adjournment