

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

PROPOSED AGENDA – April 26, 2018 – 7:00 p.m.

Call to Order

Moment of Silence and Flag Salute

Roll Call

Recognition of Visitors

Public Comment for Agenda Items

Approval of the April 26, 2018 Agenda

Approval of March 22, 2018 Meeting Minutes

Financial Reports: General and LPN Accounts

Correspondence

Chief Administrative Officer's Report

Administrative Reports

NEW BUSINESS:

Curriculum:

1. HOSA (Future Health Professionals) International Competition

Approval is sought to send 1 student (Hunter Barnhart, CMS) and 2 advisors to the HOSA International Leadership Conference in Dallas, TX, June 27-30, 2018. Cost associated with the event is estimated at \$5,055 for travel, lodging, registration and meals.

Student Cost (1) – No meals included; student responsibility

Hotel- (1 rooms for 5 nights) - \$1,045

Airfare- NTE \$300 roundtrip

Conference Registration- \$90

Approximate Total=\$1435

Advisors

Airfare-\$600; NTE pp= \$300

Conference Registration- \$180

Hotel- (2 rooms for 5 nights) - \$2,090

Approximate Meals- \$450 approximate -6 days- 2 advisors

Additional Transportation (Airport) -\$300

Approximate Total- \$3620

Total- \$5055

Personnel:

2. Student Summer Help

Permission is requested to advertise, interview and hire two part-time student workers to assist the Maintenance Department during the summer months for up to twenty-nine (29) hours per week per worker at an hourly wage of \$7.25 per hour. Expected start date is June 4, 2018.

3. Notice of Retirement

Approval is sought to accept the letter of retirement of Robert Bard, Automotive Technology Instructor, effective July 31, 2018. Mr. Bard will be completing his 20th year at FCCTC.

4. Instruction Positions

Approval is sought to advertise and interview for the following positions for the 2018-19 school year.

**Automotive Technology Instructor
Medical Assisting Instructor**

5. Administrative Director Contract

Approval is sought to renew the employment contract of the Administrative Director, Jim Duffey, for the period July 1, 2018 through June 30, 2021 upon the terms and conditions as attached and listed within the agreement.

Financial:

6. 2018-2019 General Fund Operating Budget

Approval is requested for the 2018-2019 General Fund Operating Budget of **\$6,779,605**, which is an increase of \$163,847, or **3.37%**, to be shared by the districts over the 2017-2018 budget.

7. Permission Sought to Deposit Funds into Capital Reserve Fund

Approval is requested to deposit non-member district tuition revenue of **\$59,906** into the Capital Reserve Fund. The non-member district tuition revenue is from Fannett-Metal from the 2017-18 school year.

8. Food Service Agreement

It is recommended that the contract for the Chambersburg Area School District to provide Food Services to the Franklin County Career and Technology Center be approved for the period July 1, 2018 - June 30, 2021.

9. Solicit for Bid – Styling Stations

Approval is sought to go out for bid for 4 each Styling Stations for the Cosmetology Program

Solicitor's Report

Addenda

Adjournment