

FRANKLIN COUNTY CAREER AND TECHNOLOGY CENTER JOINT OPERATING COMMITTEE

PROPOSED AGENDA – December 20, 2018 – 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. Currently, the Joint Operating Committee meets on the 4th Thursday of each month, except for 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 20, 2018 Agenda

Approval of October 25, 2018 Meeting Minutes

Financial Reports: General Account, LPN Account

Correspondence: General Advisory Committee Minutes – November 19, 2018

Administrative Reports

OLD BUSINESS:

Policy:

1. Policy Revision #604 – 2nd Reading

A revision of policy 604 is sought to change the language related to what affirmative vote is required to pass the annual operating budget from “three (3) of the five (5)” to “four (4) of the six (6)” participating school districts.

NEW BUSINESS:

Policy:

2. Policy Revision #101 – 1st Reading

A revision of policy 101 is sought to change to update the school's mission and vision statement because of discussions occurring in our Academy Representative meetings associated with our initiative to develop a positive school culture.

Personnel:

3. Resignation

Retroactive approval is sought to accept the resignation of **Michelle Shank, Allied Health Instructor**, effective December 5, 2018, for retirement purposes.

4. Employment

- Approval is sought to hire **Sandra Strait**, 1082 Camp Ridge Road, Harrisonville, PA 17228, as a long-term substitute in Allied Health for the second semester of the 2018-19 school year at a rate of \$180 per day after the first 10-day period served.
- Retroactive approval is sought to hire **Reed Byers**, 373 Shatzer Orchard Road, Chambersburg, PA effective November 28, 2018 as Maintenance Assistant at a rate of \$12.57/Hour.

5. FMLA Request

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

Melissa Kuhn PNP Secretary 22 days 11/16/18 – 1/219

6. Stipend Payment

Ann Aldrich, Administrative Assistant through Mission One, resigned effective November 16, 2018. Approval is sought to re-distribute this workload among three existing support staff employees (Dawn Black, Angie Wagaman and Allison Hu) for the remainder of the school year and pay each a \$1,000 stipend for additional duties.

7. Board Secretary

Retroactively appoint Neil Rotz as JOC Secretary for a 4-year term effective July 1, 2018 through June 30, 2022 at a rate of \$1,732 per year.

8. Determination and Assignments of Committees for the Calendar Year – 2019

It is recommended the Joint Operating Committee members assign necessary representatives for committees selected for the Calendar Year 2019. The committees are; Personnel and Negotiation, Budget and Finance and Building and Grounds Committee. Current committee members are as follows:

Personnel & Negotiations: *Beth Reecher, Carl Barton, Charlie Suders, (No Alternate).*

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

Building & Grounds: *Shannon Yates, Ed Norcross, Jon Heebner, Joan Smith (Alt)*

Financial:

9. Supplemental and Competitive Equipment Grant Funding

The Franklin County Career and Technology Center was awarded \$61,600 by the PA Bureau of Career and Technical Education for the purchase of the following equipment;

<u>Competitive Grant</u>		<u>Supplemental Grant</u>	
Hydraulics Trainer Diesel	\$20,000 (Match \$10,000)	Motor Control Trainer	Mechatronics \$17,600
Mini-Split Trainer HVAC	\$13,500 (Match \$6,750)	Powermatic Lathe	Carpentry \$7,900
Manual Lathe CIM	\$18,500 (Match \$9,250)	Surface Grinder	CIM \$10,100

Approval is sought to add this amount to our General Operating Budget.

Current General Operating Budget	\$7,094,075
<u>Supplemental Equipment Grant</u>	<u>\$61,600</u>
TOTAL APPROVED BUDGET (18-19)	\$7,155,675

10. Donation

Request approval to accept a 2005 Chrysler Town and Country mini-van as a donation from Alicia Notarianni, 8 Frederick Road, Funkstown, MD 21734. The value of the vehicle is estimated at \$1,800.

Curriculum:

11. 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

12. Occupational Advisory Committee Meeting Minutes – Fall, 2018

Acceptance is required by the JOC of the Fall, 2018 OAC Minutes. Minutes have been posted on our website at <http://www2.franklinctc.com/7-2/about/committees/occupational-advisory-committee/>

Solicitor's Report

Addenda

Adjournment

