

FRANKLIN COUNTY CAREER AND TECHNOLOGY CENTER
JOINT OPERATING COMMITTEE
March 28, 2019

The monthly meeting of the Franklin County Career and Technology Center's Joint Operating Committee was held on Thursday evening, March 28, 2019 in the boardroom with Vice-Chair Spicka 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
	Joan Smith	Chambersburg
	Von McGee	Fannett-Metal
	Susan Spicka	Shippensburg
	Charlie Suders	Shippensburg
	Jon Heebner	Tuscarora
	Beth Reecher	Waynesboro
	Curtis Wengert	Waynesboro
MEMBERS ABSENT:	Ed Norcross	Chambersburg
	Scott Hart	Greencastle
	Shannon Yates	Greencastle
ALSO PRESENT:	Dr. Tod Kline	Superintendent of Record
	Jim Duffey	Admin. Director
	Ben Mordan	Assistant Director
	Neil Rotz	Business Manager
	Jan Collier	LPN Administrator
	Justin Sholes	Principal
	Brodey Titman	CMS
	Bryce Carbaugh	CMS
	Justin Horst	CMS
	Marco Alvarez	CMS
	Ben Holmquist	Fire & Rescue Program
	Noah Howe	CMS
	Jacob Rice	CMS
	Vernon Patterson	CMS
	Joshua Bard	CMS
	Joshua Hockenberry	CMS
	Jacob Konefsky	CMS

RECOGNITION OF VISITORS: Vice-Chair Spicka welcomed Brodey Titman, Bryce Carbaugh, Justin Horst, Marco Alvarez, Ben Holmquist, Noah Howe, Jacob Rice, Vernon Patterson, Joshua Bard, Joshua Hockenberry, Jacob Konefsky

PUBLIC COMMENT: None

APPROVAL OF THE March 28, 2019 AGENDA:

On a Suders/Smith motion/second and carried unanimously on a voice vote, the agenda was approved as presented.

APPROVAL OF THE February 28, 2019 MINUTES:

On a Suders/Smith motion/second and carried unanimously on a voice vote, the minutes were approved as presented.

FINANCIAL REPORTS:

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

General Fund	Beginning Balance 2/1/2019	\$	1,631,616.32
	Receipts February 2019	\$	918,058.91
	Expenditures February 2019	\$	(836,955.99)
	Ending Balance 2/28/2019	\$	1,712,719.24
General Advisory	Beginning Balance 2/1/2019	\$	707.46
	Receipts February 2019	\$	0.00
	Expenditures February 2019	\$	(400.00)
	Ending Balance 2/28/2019	\$	307.46
LPN Program	Beginning Balance 2/1/2019	\$	518,472.79
	Receipts February 2019	\$	34,849.67
	Expenditures February 2019	\$	(28,151.88)
	Ending Balance 2/28/2019	\$	525,170.58

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

CORRESPONDENCE: None

SUPERINTENDENT OF RECORD REPORT: Dr. Kline stated the Superintendent's met in March with the Red Cross as a guest speaker to promote blood drives in each district. Mr. Sensing, LIU interim Director, was there and spoke about special education issues. Mr. Duffey shared the Career Center budget with the group.

ADMINISTRATIVE REPORTS:

Jan Collier:

- Building is on schedule with drywall installation wrapping up and ordering interior doors and framing.
- Capital campaign is progressing.
- Applications are up 41%.
- A clinical rotation at the Franklin County Jail is starting.

Ben Mordan:

- Reviewed the teacher recognition packet with the JOC highlighting the programs. Identified Mechatronics as a program we need to promote. Two former students from Carpentry are competing in Long Beach, CA this week.
- Reviewed a recruitment and enrollment summary as of March 2019. Tracking 1,005 students for next year.
- Reviewed a summary of the Middle School Open House from March 14, 2019.

Jim Duffey:

- Provided information for the Alumni Association Golf Tournament that will be on May 18, 2019.
- Shared a letter from the PA Department of Labor on not receiving the Pre-Apprenticeship Grant that FCCTC applied for.
- Introduced Ben Holmquist to give an update on the EMS program that started Semester 2 of the 2018-19 school year. Ben Holmquist, Lead Instructor, Bucks CCC - Fire and Rescue Program, gave a summary on the success of the current Fire and Rescue class and the projection of the future class. One of the individuals has been accepted in the Nursing Program at Penn State. Credits are cheaper through this program with dual enrollment. She plans to finish with

Associates in Fire Science and BN. Invitation to an Open House scheduled at their training facility with a graduation ceremony for the current students on May 11, 2019. May 13, 2019 is a scheduled appreciation night of all Cadet's currently in training, everyone is welcome. Explained push for future funding for resources that are becoming clearer with the success of this school year.

OLD BUSINESS: None

NEW BUSINESS:

Financial:

1. Presentation – Proposed 2019-20 FCCTC General Operating Budget

Mr. Duffey and Mr. Rotz gave a presentation of the proposed budget for the 2019-20 school year. The overall budget increased 0.96%. Dr. Mordan explained level one capacity to keep an even enrollment across the levels. The Fire and Rescue program has 9 students enrolled currently and can take up to 20 students next year. Approval of the budget will be requested at the next meeting scheduled for Thursday, April 25, 2019.

2. 2019-20 PNP Budget

Approval is requested for the 2019-2020 Practical Nursing Budget of \$1,073,721 to include a tuition increase as follows: \$15,350 in-state tuition, out-of-state tuition \$17,350. On a Suders/Smith motion/second and carried unanimously on a voice vote, the 2019-20 PNP Budget is approved as presented.

3. Contract Termination

Approval is requested to terminate the contract with ESS/Mission One for support staff services at the end of the current contract period, June 30, 2019. On a Heebner/Smith motion/second and carried unanimously on a voice vote, the contract termination is approved as presented.

4. CASD Classroom and Warehouse Area Leases

The lease with CASD for the Board Room and Warehouse area will automatically renew for the 2019-20 school year unless notice is given in writing not less than 90 days preceding June 30, 2019. Approval is sought to revise the agreements to include an indemnification clause. On a Heebner/Smith motion/second and carried unanimously on a voice vote, the CASD classroom and warehouse area leases are approved as presented.

5. Donation

Approval is sought to accept a donation of tooling and supplies from Olympic Steel with an estimated value of \$2,394.52. On a Wengert/Smith motion/second and carried unanimously on a voice vote, the donation is approved as presented.

6. Audit Services

Approval is sought to retain Smith Elliott Kearns and Company, LLC as Local Auditor for the FCCTC and sign a three (3) year contract in the amount of \$55,200. The increase of the audit service contract from the previous 3-year contract is \$3,450, or 2.2% per year over the 3-year period. On a Wengert/Smith motion/second and carried unanimously on a voice vote, the audit services are approved as presented.

Solicitor's Report - None

Adjournment – There being no further business to discuss, the meeting adjourned at 8:04 p.m.

Respectfully submitted,

Neil D. Rotz
Recording Secretary

aw: 4/4/19