

LEBANON COUNTY CAREER AND TECHNOLOGY CENTER
JOINT OPERATING COMMITTEE MINUTES

March 19, 2019

I. The regular business meeting of the JOC was called to order at 6:37 p.m. by the President, Ruth Ann Schlegel.

II. Salute to the flag by all in attendance.

III. Roll Call – Present*

Annvile Cleona	*Ben Dohner	Sara Feibig
Cornwall Lebanon	*Ruth Ann Schlegel	Joel Zug
Eastern Lebanon	*Amber Weaver	Jadell Souders
Northern Lebanon	* David Kline	John Brewer
Palmyra	*Jeffrey Putt	Christopher Connell
Lebanon	*Rose Marie Kotay	

Others present:

Glenn Meck	Tina Geyer	Matthew Schwenk
Greg Williams	Lisa A. Brown	Dave Walker, Barley Snyder Bill Zee, Barley Snyder

IV. Public Comment - none

V. Minutes

It was moved by Mr. Putt, seconded by Mrs. Kotay to approve the minutes of the February 19, 2019 regular business meeting. All members voting aye.

VI. Director's Report

- A. Review of enrollment numbers to date for 2019/2020 - Glenn Meck
- B. Review of draft 2019/2020 Budget – Tina Geyer
- C. Discussion of 339 Review – Glenn Meck

VII. Communications - none

VIII. Business Reports

A. Financial Report

It was moved by Mrs. Kotay, seconded by Mr. Kline that we approve the Financial Report for the period ended February 28, 2019 as attached. All members voting aye.

B. Cafeteria Report

It was moved by Mrs. Kotay, seconded by Mrs. Weaver that we approve the Lebanon County Career and Technology Center - Cafeteria Report for the month ended February 28, 2019 as attached. All members voting aye.

IX. Approval of Bills

It was moved by Mrs. Kotay, seconded by Mr. Kline that we approve the bills as attached in the amount of \$741,293.51. There are no Capital Reserve Fund Checks included in the amount. All members voting aye.

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X. Personnel

A. Leave

It was moved by Mrs. Weaver, seconded by Mrs. Kotay that we grant Jane Uhrich, Purchasing Coordinator, a leave of absence beginning retroactive to February 18, 2019 and continuing up to 12 weeks per policy #525. All members voting aye.

B. Substitute – Instructor

It was moved by Mrs. Weaver, seconded by Mr. Kline that we approve Meghan (Orr) Weaber as a Substitute Instructor for the 2018-2019 academic year at the \$110.00 per day rate, effective retroactive to August 26, 2018. Criminal record checks, child abuse clearance and employment verification forms on file. All members voting aye.

C. PN Part-Time Daytime and Evening Substitute

It was moved by Mrs. Weaver, seconded by Mr. Kline that we employ the following substitute at the rate of \$33.00 per hour and add to our approved PN Part-Time Daytime and Evening Substitute List for the 2018-2019 school year. Criminal record checks, child abuse clearance and employment verification forms on file.

Name	Retroactive/Effective Date:
Kate Davies	January 1, 2019

All members voting aye.

XI. Curriculum

A. School Calendar –Final Approval

It was moved by Mr. Putt, seconded by Mrs. Weaver that we approve the 2019-2020 school calendar for final approval (as attached). All members voting aye.

B. Modified Summer Calendar

It was moved by Mr. Putt, seconded by Mrs. Kotay that we approve a modified summer calendar for the period of June 10 through August 16, 2019. The normal work week hour requirements will be consolidated into a four-day work week. All members voting aye.

XII. Finance – no items

An Executive Session followed the meeting to discuss personnel/legal matters.

XIII. Adjournment

It was moved by Mr. Putt, seconded by Mrs. Kotay that we adjourn the meeting at 7:33 p.m.

Respectfully submitted,

Tina M. Geyer
Secretary

NEXT MEETING –APRIL 16, 2019