

**LEBANON COUNTY CAREER AND TECHNOLOGY CENTER  
JOINT OPERATING COMMITTEE MINUTES**

**November 21, 2017**

I. The regular business meeting of the JOC was called to order at 6:32 p.m. by the President, Ruth Ann Schlegel.

II. Salute to the flag by all in attendance.

III. Roll Call – Present\*

|                  |                    |                     |
|------------------|--------------------|---------------------|
| Annville Cleona  | *Ben Dohner        | Joseph Zimmerman    |
| Cornwall Lebanon | *Ruth Ann Schlegel | James Garrett       |
| Eastern Lebanon  | Scott Houtz        | *Jadell Souders     |
| Northern Lebanon | *David Kline       | Beth Heckman        |
| Palmyra          | William Bova       | Christopher Connell |
| Lebanon          | *Rose Marie Kotay  | Tom Schaffer        |

Others present:

|               |               |                 |
|---------------|---------------|-----------------|
| Glenn Meck    | Tina Geyer    | Matthew Schwenk |
| Justin Weaber | Greg Williams | Lisa A. Brown   |

IV. Public Comment - none

V. Minutes

It was moved by Mrs. Kotay, seconded by Mr. Dohner to approve the minutes of the October 17, 2017 regular business meeting. All members voting aye.

VI. Director's Report

- A. Adult Education Report – Review of 2<sup>nd</sup> Full Time PN Program – Justin Weaber
- B. November Director's Report – Glenn Meck
- C. Community Open House
- D. Career Fair

VII. Communications - none

VIII. Business Reports

A. Financial Reports

It was moved by Mrs. Kotay, seconded by Mr. Kline that we approve the Financial Report for the period ended October 31, 2017 as attached. All members voting aye.

B. Cafeteria Report

It was moved by Mrs. Kotay, seconded by Mr. Kline that we approve the Lebanon County Career and Technology Center - Cafeteria Report for the month ended October 31, 2017 as attached. All members voting aye.

XI. Curriculum

A. Staff Development

It was moved by Mr. Dohner, seconded by Mr. Kline that we approve Brian Peffley, Pastry Arts Instructor, to attend the ACFEF National Board Meeting, Sarasota, Florida, January 18-19, 2018. The cost is \$0.00. All members voting aye.

XII. Finance – no items

XIII. Policy

A. Policy – First Review

It was moved by Mrs. Kotay, seconded by Mr. Kline that we approve the following policies for first review as attached:

|     |        |                  |
|-----|--------|------------------|
| 239 | Pupils | Student Wellness |
|-----|--------|------------------|

All members voting aye.

XIV. Adjournment

It was moved by Mrs. Kotay, seconded by Mr. Kline to adjourn the meeting at 6:56 p.m.

Respectfully submitted,

Tina Geyer  
Secretary

***NEXT MEETING –  
DECEMBER 19, 2017***