

**LEBANON COUNTY
CAREER AND TECHNOLOGY CENTER**

June 16, 2020, 6:30 P.M.

Board/Conference Room/Virtual Meeting

A G E N D A

- I. **Call to Order**

- II. **Salute to Flag**

- III. **Roll Call:** **Ben Dohner, Tracy Johnsen, David Kline,
Jeff Putt, Ruth Ann Schlegel, Amber Weaver**

Alternates: Darren Grumbine, Heather Eggert, Mike Marlowe
Christopher Connell, Joel Zug, Dotty Noll

- IV. **Public Comment**

- V. **Minutes - JOC Meeting – May 19, 2020**

- VI. **Director's Report**

- VII. **Communications - none**

- XIII. **Business Reports (Mr. Kline)**
 - A. **Financial Report**
Suggested Motion: That we approve the Financial Report for the period ended May 31, 2020 as attached.

 - B. **Cafeteria Report**
Suggested Motion: That we approve the Lebanon County Career and Technology Center - Cafeteria Report for the month ended May 31, 2020 as attached.

- IX. **Approval of Bills (Mr. Kline)**
Suggested Motion: That we approve the bills/transfers as attached in the amount of \$716,303.38. There are no Capital Reserve Fund checks included in this amount.

- X. **Personnel Matters (Mrs. Weaver)**
 - A. **JOC Secretary and Treasurer Stipends**
Suggested Motion: That we approve the stipend for Joint Operating Committee Secretary and Treasurer at \$300.00 for each position for the 2020-2021 school year.

 - B. **Staffing**
Suggested Motion: That we authorize the administration to advertise, interview and select or transfer staff to accommodate enrollment/staffing patterns per approved guidelines.

C. Part Time Evening PN Instructors/Substitutes

Suggested Motion: That we approve the attached list of PN instructors/substitutes at the rate of \$35.00 per hour, effective July 1, 2020 as attached.

D. Adult Evening Instructors

Suggested Motion: That we approve the following adult evening instructors for 2020-2021 school year at the rate of \$35.00 per hour.

<u>Instructor</u>	<u>Program</u>	<u>Effective Date</u>
Robert Corle, Jr.	Culinary & Pastry IU13/Apprenticeship Program	July 1, 2020
Brian Peffley	Culinary & Pastry IU13/Apprenticeship Program	July 1, 2020
Rory Reno	Culinary & Pastry IU13	July 1, 2020
Micah Good	Welding	July 1, 2020
Jeff Lazorcik	Welding	July 1, 2020
Christopher Gardecki	Pipefitting	July 1, 2020
Eric Hopewell	Industrial Machine Technology	July 1, 2020
Angelo Cuva	Safety Inspections/Emissions	July 1, 2020
Bob Gettis	Safety Inspections/Emissions	July 1, 2020
Kevin Shaeffer	Fork Lift Training	July 1, 2020

E. Act 93

Suggested Motion: That we approve the Act 93 agreement as presented.

F. Administrative Director’s Contract

Suggested Motion: That we approve the Administrator Director’s Contract as presented.

G. Professional Salary Schedule - 2020-2021

Suggested Motion: That we approve the 2020-2021 Professional Salary Schedule as attached.

H. Employment – Assistant Director of Programs

Suggested Motion: That we approve Andra Groller as the Assistant Director of Programs at a salary of \$95,000 with Act 93 benefits, effective upon release date from her current employer. Pending criminal record checks, child abuse clearances and employment verification forms.

XI. Curriculum (Mr. Putt)

A. Annual Report on School Violence and Weapons

Suggested Motion: That we accept the “Annual Report on School Violence and Weapons” as submitted to the Pennsylvania Department of Education as attached.

XII. Finance – (Mr. Kline)

A. Depositories

Suggested Motion: That we approve the following depositories for the 2020-2021 school year:

Fulton Bank..... General Fund Deposit Account
..... General Fund Checking Account (Accounts Payable)
..... Payroll Account
..... Cafeteria Fund Account
..... Student Activity Account
..... Scholarship Fund Account
.....LPN Account (for PELL Wires/Direct Loan Deposits)
.....403b Account
PLGIT..... General Fund
..... 2020 Authority Bond Funds

B. Payment of Obligations

Suggested Motion: That we grant permission for the Business Administrator to process payment of additional June and July 2020 invoices and to ratify payment at the August 2020 JOC meeting.

C. National School Lunch Program

Suggested Motion: That we approve the agreements between the six member school districts and the Lebanon County Career and Technology Center for participation in the National School Lunch program for the 2020-2021 school year.

D. Bid Authorization

Suggested Motion: That we authorize the administration to advertise for equipment/supply bids for the 2020-2021 school year as required by school code.

E. Grant Applications

Suggested Motion: That we authorize the administration to submit grant/allocation applications for Perkins and any additional funds that may become available in 2020-2021.

F. Solicitor

Suggested Motion: That we approve the firm of Barley Snyder to be appointed as solicitor for the 2020-2021 fiscal year at the rate of \$180 per hour.

G. Investment Officer

Suggested Motion: That we appoint Tina Geyer, Business Administrator, as the Lebanon County Career and Technology Center's Investment Officer for 2020-2021 school year.

H. Investment Plan – 2020-2021

Suggested Motion: That we approve the Investment Plan for the 2020-2021 school year as attached.

I. Additional Revenue

Suggested Motion: That we accept additional revenue for the following for fiscal year ended June 30, 2020 in the amount of \$150,000.00.

FT PN Direct Student Loans	\$150,000.00
TOTAL	\$150,000.00

J. Budget Transfers

Suggested Motion: That we approve the budget transfers for the 2019-2020 school year as attached.

XIII. Adjournment

***Next Meeting – June 23, 2020
Special Board Meeting***