

**LEBANON COUNTY  
CAREER AND TECHNOLOGY CENTER**

September 15, 2020, 6:30 P.M.

**Board/Conference Room – D144**

**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 – August 18, 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 August 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 August 31, 2020 as attached.

**IX. Approval of Bills (Mr. Kline)**

Suggested Motion: That we approve the bills/transfers as attached in the amount of \$904,833.65. Included in this amount is the following Capital Reserve Fund checks:

Vendor	Check No.	Amount
Steckbeck Engineering & Survey, Inc.	36191	\$2,001.25
		<hr style="width: 100%; border: 0.5px solid black;"/> <u>\$2,001.25</u>

**X. Personnel Matters (Mrs. Weaver)**

**A. Leave**

Suggested Motion: That we grant Erin Yingst, School Counselor, a leave of absence beginning retroactive to August 26, 2020 and continuing up to September 21, 2020 (up to 12 weeks per policy #335.)

**B. Resignations**

- Suggested Motion: 1.) That we accept the resignation of Aaron Westfall, Electrical Technology Instructor, effective September 3, 2020.
- 2.) That we accept the resignation of Erin Yingst, School Counselor, effective September 21, 2020.

**C. Mentors**

Suggested Motion: That we approve the following mentors for the CTC's 2020-2021 "Induction Program" at the contract rate of \$900.00 per year per CBA:

Josh Miller – Ryan Gerz	1 ½ year remaining
Dan Giffin – Brian Peffley	1 years remaining
Beth Garrett – Lori Mattis	1 years remaining

**D. Career & Technical Student Organization Advisors**

Suggested Motion: That we approve the following CTSO Advisors for the 2020-2021 academic year at the contract rate of \$1,000.00 per year per CBA.

Josh Boettner, NAHB-SC	(\$500.00)	Hanna Seyfert, HOSA	(\$200.00)
Jeffrey Hirneisen, NAHB-SC	(\$500.00)	Alicia Wike, HOSA	(\$200.00)
Beth Garrett, HOSA	(\$200.00)	Abbey Mays, SkillsUSA	(\$666.67)
Rene Gehman, HOSA	(\$200.00)	Ryan Gerz, SkillsUSA	(\$666.67)
Lori Mattis, HOSA	(\$200.00)	Brian Peffley, SkillsUSA	(\$666.67)

**E. National Technical Honor Society Advisor**

Suggested Motion: That we approve Kelly Flowers as the National Technical Honor Society Advisor for the 2020-2021 academic year at the rate of \$1,000.00.

**F. Adult Evening Instructor**

Suggested Motion: That we approve the following adult evening instructor for 2020-2021 school year at the rate of \$35.00 per hour. Criminal record checks, child abuse clearances and employment verification forms on file.

<u>Instructor</u>	<u>Program</u>	<u>Retroactive /Effective Date</u>
Edward Gouker	Safety Inspection	August 13, 2020

**G. Substitute – Instructors**

Suggested Motion: That we approve the following substitute instructors for the 2020-2021 academic year at the \$110.00 per day rate. Criminal record checks, child abuse clearances and employment verification forms on file.

<u>Substitute</u>	<u>Effective/Retroactive To:</u>
Bruce Henning	September 16, 2020
Meghan Weaber	September 16, 2020

**H. Occupational Advisory Approval**

Suggested Motion: That we approve the Occupational Advisory members and Executive Planning Committee membership lists as attached for the 2020-2021 school year.

**I. Administrative Goals**

Suggested Motion: That we approve the 2020-2021 Administrative Goals as attached.

**XI. Curriculum (Mr. Putt)**

**A. Textbook Approvals – Final Approval**

Suggested Motion: That we approve the following textbooks for the 2020-2021 school year for final approval for the following programs:

MEDICAL ASSISTANT				
Quantity	Title of Book	Copyright Date	Publisher	Cost Per Copy
80	Today's Medical Assistant, 4 <sup>th</sup> Ed.	2021	Elsevier, Inc.	\$210.98

Plus 10% Shipping

**XII. Finance – (Mr. Kline) – no items**

**XIII. Policy (Mrs. Kotay)**

**A. Policies – Final Approval**

Suggested Motion: That we approve the following policies for final approval:

103	Discrimination/Title IX Sexual Harassment Affecting Students
104	Discrimination/Title IX Sexual Harassment Affecting Staff

**XIV. Adjournment**

***Next Meeting – October 20, 2020***