

JOINT OPERATING COMMITTEE MINUTES

February 18, 2020

I. The regular business meeting of the JOC was called to order at 6:30 p.m. by the President, Ruth Ann Schlegel. An Executive Session was held prior to the meeting for personal matters.

II. Salute to the flag by all in attendance.

III. Roll Call – Present*

Annville Cleona	*Ben Dohner	Darren Grumbine
Cornwall Lebanon	*Ruth Ann Schlegel	Joel Zug
Eastern Lebanon	*Amber Weaver	Dotty Noll
Northern Lebanon	*David Kline	Mike Marlowe
Palmyra	*Jeffrey Putt	Christopher Connell
Lebanon	*Tracy Johnsen	Heather Eggert

Others present:

Glenn Meck	Tina Geyer	Dr. Philip Domencic
Justin Weaber	Greg Williams	Bill McCarty – Barley Snyder
		Melissa Hughes – PFM Financial Advisors LLC

IV. Public Comment - none

V. Minutes

It was moved by Mr. Putt, seconded by Mr. Kline to approve the minutes of the January 21, 2020 regular business meeting. All members voting aye.

VI. Director's Report

A. PFM – Investment Refinance Presentation

VII. Communications - none

VIII. Business Reports

A. Financial Report

It was moved by Mr. Kline, seconded by Mr. Putt that we approve the Financial Report for the period ended January 31, 2020 as attached. All members voting aye.

B. Cafeteria Report

It was moved by Mr. Kline, seconded by Mr. Putt that we approve the Lebanon County Career and Technology Center - Cafeteria Report for the month ended January 31, 2020 as attached. All members voting aye.

IX. Approval of Bills

It was moved by Mr. Kline, seconded by Mrs. Weaver that approve the bills/transfers as attached in the amount of \$846,200.90. There are no Capital Reserve Fund checks included in this amount. All members voting aye

X. Personnel

A. Resignation

It was moved by Mrs. Weaver, seconded by Mr. Kline that we accept the resignation of Jeffrey Lazorcik, Welding Instructor, effective March 6, 2020. All members voting aye.

B. Termination

It was moved by Mrs. Weaver, seconded by Mr. Kline that we approve the termination of Richard Cleary, Substitute Instructor, due to violation of school policies, effective retroactive to January 28, 2020. All members voting aye.

C. Employment

It was moved by Mrs. Weaver, seconded by Mr. Putt that we approve the employment of Josh Miller as Welding Technology Instructor effective February 24, 2020, Column 1, Step 7. Criminal record checks, child abuse clearances and employment verification forms pending. All members voting aye.

D. Substitute – Healthroom Assistants

It was moved by Mrs. Weaver, seconded by Mr. Putt that we approve the following list of Substitute Healthroom Assistants for the 2019-2020 academic year at the \$110.00 per day rate. Criminal record checks, child abuse clearances and employment verification forms, one on file and one pending.

<u>Name</u>	<u>Effective/Retroactive Date:</u>
Nancy Arendash	February 13, 2020
Lori Sensenig	February 19, 2020

All members voting aye.

XI. Curriculum

A. Staff Development

It was moved by Mr. Putt, seconded by Mr. Kline that we approve the following conferences/workshops:

- 1.) That we approve Marilyn Lathrop, Instructional Coach/PIMS Reporter, to attend the Spring 2020 Statewide PIIC Professional Learning Opportunity, Boalsburg, PA, May 11-12, 2020. The estimated cost to the school is \$380.00.
- 2.) That we approve Brian Peffley, Pastry Arts Instructor, to attend the ACFEF Secondary Site Visit, Frederick, Maryland, April 23-24, 2020. The cost to the school is \$0.00.
- 3.) That we approve Ryan Gerz, Auto Body Technology Instructor, to attend the OEM Body Shop Certification Review Seminar, Poconos, PA, March 22-23, 2020. The estimated cost to the school is \$365.00.

All members voting aye.

B. School Calendar – First Review

It was moved by Mr. Putt, seconded by Mrs. Weaver that we approve the 2020-2021 school calendar for first review (as attached). All members voting aye.

XII. Finance

A. Additional Revenue

It was moved by Mr. Kline, seconded by Mrs. Weaver that we accept additional revenue for the following for fiscal year ended June 30, 2020 in the amount of \$455,000.00.

Adult Education Direct Loans	\$ 5,000.00
PT PN Direct Loans	200,000.00
FT PN Direct Loans	250,000.00
TOTAL	\$455,000.00

All members voting aye.

B. Refinance Resolution

It was moved by Mr. Kline, seconded by Mr. Putt that we adopt the resolution, as presented to the Committee: recommending the refunding of the outstanding Lease Revenue Bond (The Lebanon County Career and Technology Center Project), Series of 2013, of the Lebanon County Area Vocational-Technical School Authority; recommending the acceptance by the Authority of the proposal attached to the resolution for the purchase, by the financial institution identified in the proposal, of the Lease Revenue Bonds (The Lebanon County Career and Technology Center Project), Series of 2020, of the Authority; and recommending issuance and sale of such bonds by the Authority to the purchaser, subject to approvals of the Authority, and the member school districts of, and the board of, the Lebanon County Career and Technology Center. All members voting aye.

XIII. Policies

A. Policy – First Review

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

No.	Policy Name
719	Therapy Dogs

All members voting aye.

XIV. Other

A. Water Main Line Project

It was moved by Mr. Dohner, seconded by Mr. Kline that we approve the project to replace the main water line at a price not to exceed \$305,708. (Steckbeck Engineering to prepare the project specification and advertise for bids.) On a roll call vote, 5 yes votes were recorded and Mrs. Weaver voted no and the motion passed.

B. Sewer System Jet Pricing

It was moved by Mr. Dohner, seconded by Mr. Kline that we approve the Administration to obtain pricing to have the sewer system jetted. All members voting aye.

An Executive Session followed the meeting to discuss personnel.

XV. Adjournment

It was moved by Mr. Putt, seconded by Mrs. Weaver that we adjourn the meeting at 7:17 p.m.

Respectfully submitted,

Tina M. Geyer,
Secretary

Next Meeting – March 17, 2020