

**LEBANON COUNTY
CAREER AND TECHNOLOGY CENTER**

October 20, 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 – September 15, 2020

VI. Director's Report

VII. Communications - none

VIII. Business Reports (Mr. Kline)

A. Financial Report

Suggested Motion: That we approve the Financial Report for the period ended September 30, 2020 as attached.

B. Cafeteria Report

Suggested Motion: That we approve the Lebanon County Career and Technology Center - Cafeteria Report for the month ended September 30, 2020 as attached.

C. Student Activity Fund

Suggested Motion: That we approve the Student Activity Account for the quarter ended September 30, 2020 as attached.

IX. Approval of Bills (Mr. Kline)

Suggested Motion: That we approve the bills/transfers as attached in the amount of \$1,733,956.80. Included in this amount are the following Capital Reserve Fund checks:

Vendor	Check No.	Amount
Woodland Contractors, Inc.	36346	\$81,555.07
Steckbeck Engineering & Surveying, Inc.	36421	\$4,363.50
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		\$85,918.57

X. Personnel Matters (Mrs. Weaver)

A. Resignation

Suggested Motion: That we accept the resignation of Daniel R. Gipe, Maintenance Technician, effective November 20, 2020.

B. Employment

Suggested Motion: 1.) That we approve Julia Ansel as the Adult Education Program Coordinator at a salary of \$73,000 with Act 93 benefits, effective October 26, 2020. Criminal record checks, child abuse clearances and employment verification forms on file.

2.) That we approve the employment of Eric Derr as the Electrical Technology Instructor, Column 1, Step 11, 189 days, with benefits, effective retroactive to October 13, 2020. Criminal record checks, child abuse clearances and employment verification forms on file.

3.) That we approve the employment of Theresa Tobias as School Counselor, Masters Column, Step 1, 189+15 days, with benefits, effective retroactive to October 20, 2020. Criminal record checks, child abuse clearances and employment verification forms on file.

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:

Eric Derr– Justin Breen	2 years remaining
Theresa Tobias – Kelly Flowers	2 years remaining

D. Special Sick Leave – Worker's Compensation

Suggested Motion: That we approve a special sick leave – worker's compensation (contributing) for Abbey Mays retroactive to August 26, 2020.

E. National Technical Honor Society Advisor – Revised

Suggested Motion: That we approve Kelly Flowers (\$500.00) and Theresa Tobias (\$500.00) as the National Technical Honor Society Advisors for the 2020-2021 academic year at the rate of \$1,000.00.

F. Job Description Revisions

Suggested Motion: That we approve the following job description revisions as attached:

- 1.) School Counselor
- 2.) School Counselor/Cooperative Education

G. Occupational Advisory Committee - Addition

Suggested Motion: That we approve the addition of Jonathon (student) and Connie (parent) Shaud to the Dental Assistant Occupational Advisory Committee Membership List for the 2020-2021 school year.

XI. Curriculum (Mr. Putt) – no items

XII. Finance – (Mr. Kline)

A. Budget Transfers

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

B. Additional Revenue

Suggested Motion: 1.) That we accept additional revenue for the PCCD COVID-19 Safety Grant in the amount of \$90,000.

2.) That we accept additional revenue for the Continuity of Education for Career and Technical Centers Grant in the amount of \$118,432.

XIII. Adjournment

Next Meeting – November 17, 2020