

LEBANON COUNTY CAREER AND TECHNOLOGY CENTER
JOINT OPERATING COMMITTEE MINUTES

October 20, 2020

I. The regular business/virtual meeting of the JOC was called to order at 6:30 p.m. by the President, Ruth Ann Schlegel.

II. Salute to the flag by all in attendance.

III. Roll Call – Present*

Anncville Cleona
Cornwall Lebanon
Eastern Lebanon
Northern Lebanon
Palmyra
Lebanon

*Ben Dohner
*Ruth Ann Schlegel
*Amber Weaver
*David Kline
*Jeffrey Putt
*Tracy Johnsen

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

Others present:

**Glenn Meck
*Justin Weaber

*Tina Geyer
*Andra Groller

*Dr. Philip Domencic

***Attended in Person, **Attended by Zoom**

IV. Public Comment - none

V. Minutes

It was moved by Mr. Putt, seconded by Mr. Kline to approve the minutes of the September 15, 2020 regular/virtual business meeting. All members voting aye.

VI. Director's Report

- A. Review of county meetings with Department of Health
- B. Review of potential for additional Act 80 Day
- C. Review of preliminary refund for 2019-20
- D. Review of Memorandum of Understanding for professional and support staff

VII. Communications - None

VIII. Business Reports

A. Financial Reports

It was moved by Mr. Kline, seconded by Mrs. Weaver that we approve the Financial Report for the period ended September 30, 2020 as attached. All members voting aye.

B. Cafeteria Reports

It was moved by Mr. Kline, seconded by Mrs. Weaver that we approve the Lebanon County Career and Technology Center - Cafeteria Report for the month ended September 30, 2020 as attached. All members voting aye.

C. Student Activity Fund

It was moved by Mr. Kline, seconded by Mr. Putt that we approve the Student Activity Account for the quarter ended September 30, 2020 as attached. All members voting aye.

IX. Approval of Bills

It was moved by Mr. Kline, seconded by Mr. Putt 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
		<u>\$85,918.57</u>

All members voting aye.

X. Personnel

A. Resignation

It was moved by Mrs. Weaver, seconded by Mr. Putt that we accept the resignation of Daniel R. Gipe, Maintenance Technician, effective November 20, 2020. All members voting aye.

B. Employment

It was moved by Mrs. Weaver, seconded by Mr. Kline that we approve the following for employment:

- 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.

All members voting aye.

C. Mentors

It was moved by Mrs. Weaver, seconded by Mr. Putt 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

All members voting aye.

D. Special Sick Leave – Worker's Compensation

It was moved by Mrs. Weaver, seconded by Mr. Putt that we approve a special sick leave – worker's compensation (contributing) for Abbey Mays retroactive to August 26, 2020. All members voting aye.

E. National Technical Honor Society Advisor – Revised

It was moved by Mrs. Weaver, seconded by Mr. Kline 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. All members voting aye.

F. Job Description Revisions

It was moved by Mrs. Weaver, seconded by Mr. Kline that we approve the following job description revisions as attached:

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

All members voting aye.

G. Occupational Advisory Committee - Addition

It was moved by Mrs. Weaver , seconded by Mr. Kline 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. All members voting aye.

XI . Curriculum (Mr. Putt) – no items

XII. Finance – (Mr. Kline)

A. Budget Transfers

It was moved by Mr. Kline, seconded by Mrs. Weaver that we approve the budget transfers for the 2019-2020 school year as attached. All members voting aye.

B. Additional Revenue

It was moved by Mr. Kline, seconded by Mrs. Johnsen that we approve the following additional revenue from grants:

- 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.

All members voting aye.

XIII. Adjournment

It was moved by Mr. Putt, seconded by Mrs. Johnsen that we adjourn the meeting at 7:05 p.m.

Respectfully submitted,

Tina M. Geyer,
Secretary

Next Meeting – November 17, 2020