

**LEBANON COUNTY
CAREER AND TECHNOLOGY CENTER**

January 19, 2021, 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 – December 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 December 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 December 31, 2020 as attached.

C. Student Activity

Suggested Motion: That we approve the Student Activity Account for the quarter ended December 31, 2020 as attached.

IX. Approval of Bills (Mr. Kline)

Suggested Motion: That we approve the bills/transfers as attached in the amount of \$1,339,416.01. Included in this amount is the following Capital Reserve Fund checks:

Vendor	Check No.	Amount
Steckbeck Engineering & Surveying, Inc.	36681	\$205.50
Steckbeck Engineering & Surveying, Inc.	36717	\$830.25
Steckbeck Engineering & Surveying, Inc.	36765	<u>\$171.25</u>
		<u>\$1,207.00</u>

X. Personnel Matters (Mrs. Weaver)

A. Resignation for the Purpose of Retirement

Suggested Motion: That we accept the resignation for the purpose of retirement of Wayne Hagy, Commercial Art & Design Instructor, effective June 10, 2021.

B. Long-Term Substitute

Suggested Motion: That we employ Nicoletta Lagonis as a long-term substitute for the Law Enforcement and Security program, 189 days, at a salary of \$49,899 (prorated to actual days worked) with benefits, effective retroactive to January 4, 2021. Criminal record checks, child abuse clearances and employment verification forms on file.

C. Mentor

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

Nicoletta Lagonis – Chris Rutter - 1 year

D. Perkins Stakeholders Committee

Suggested Motion: That we approve the Perkins Stakeholders Committee as attached.

E. SkillsUSA Advisor – Revised

Suggested Motion: That we approve Ryan Gerz (\$1,000.00) and Brian Peffley (\$1,000.00) as the SkillsUSA Advisors for the 2020-2021 academic year at the rate of \$2,000.00.

XI. Curriculum (Mr. Putt)

A. Occupational Advisory Committees Report

Suggested Motion: That we approve the Administration's responses to the Occupational Advisory Committee as attached.

XII. Finance – (Mr. Kline)

A. Budget Transfers

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

B. Audit Report

Suggested Motion: That we accept the audit report of Sager, Swisher and Company for the year ended June 30, 2020.

XIII. Policies (Mr. Kline)

A. Policy – Final Approval

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

No.	Policy Name
701	Facilities Planning
702	Gifts, Grants, Donations
702.1	Crowdfunding
703	Sanitary Management
704	Maintenance
705	Facilities and Workplace Safety
706	Property Records
707	Use of Center Facilities
708	Lending of School-Owned Equipment
709	Building Security
710	Use of Facilities and School Vehicles by Staff
712	Deleted – Use of Fax Machines
716	Integrated Pest Management
717	Cellular Telephones
718	Service Animals in Schools
719	Facility Dogs
800	Records Management
801	Public Records
803	School Calendar
804	School Day
805	Emergency Preparedness and Response
805.1	Relations with Law Enforcement Agencies
805.2	School Security Personnel
806	Child Abuse
807	Opening Exercises/Flag Displays
808	Food Services
810	Transportation
810.1	School Bus Drivers and School Commercial Motor Vehicle Drivers
810.2	Transportation – Video/Audio Recording
810.3	School Vehicle Drivers
811	Bonding
811	Deleted – Software Policy
812	Property Insurance
813	Other Insurance
814	Copyright Material
815	Acceptable Use of Internet, Computers and Network Resources
815	Deleted – Hazard Communication Program
818	Contracted Services Personnel
819	Suicide Awareness, Prevention and Response

820	Universal Precautions
822	Automated External Defibrillator (AED)/Cardiopulmonary Resuscitation (CPR)
823	Naloxone
824	Maintaining Professional Adult/Student Boundaries
827	Conflict of Interest
828	Fraud
830	Breach of Computerized Personal Information

XIV. Adjournment

Next Meeting – February 16, 2021