

LEBANON COUNTY CAREER AND TECHNOLOGY CENTER
JOINT OPERATING COMMITTEE MINUTES

February 16, 2021

I. The regular business/virtual meeting of the JOC was called to order at 6:32 p.m. by the President, Ruth Ann Schlegel.

II. Salute to the flag by all in attendance.

III. Roll Call – Present*

Annvilke Cleona	***Ben Dohner, left 6:53 pm	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	*Andra Groller	**Julia Ansel

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

IV. Public Comment - none

V. Minutes

It was moved by Mrs. Johnsen, seconded by Mr. Dohner to approve the minutes of the January 19, 2021 regular/virtual business meeting. All members voting aye.

VI. Director's Report

- A. Update on summer projects
- B. Update on negotiations
- C. Update on National Technical Honor Society criteria
- D. Review of status of NOCTI testing for the year

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, 2021 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, 2021 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 \$946,134.32. There are no Capital Reserve Fund checks included in this amount. All members voting aye.

X. Personnel Matters

A. Resignation

It was moved by Mrs. Johnsen, seconded by Mr. Putt that we accept the resignation of Clarence Fox, Authority member, effective January 20, 2021. All members voting aye.

B. Occupational Advisory Committee - Addition

It was moved by Mrs. Johnsen, seconded by Mr. Kline that we approve the following additions to the Electrical Technology Occupational Advisory Committee Membership List for the 2020-2021 school year.

Trenton Brubaker (student)
Sara Brubaker (parent)
Nick Blose
Marty Grimm

All members voting aye.

C. PN Part-Time Evening Instructor and Substitute

It was moved by Mrs. Johnsen, seconded by Mr. Kline that we employ the following instructor at the rate of \$35.00 per hour and add to our approved PN Part-Time Evening Instructor and add to our Substitute List for the 2020-2021 school year. Criminal record checks, child abuse clearance and employment verification forms on file.

<u>Name</u>	<u>Retro/Effective Date:</u>
Kimberly Haberstroh	February 10, 2021

All members voting aye.

D. Substitute - Instructor

It was moved by Mrs. Johnsen, seconded by Mr. Putt that we approve the following person as a substitute instructor for the 2020-2021 academic year at the \$110.00 per day rate. Criminal record checks, child abuse clearance and employment verification forms on file.

Name	Effective:
Jayne Goldkind	February 17, 2021

All members voting aye.

XI. Curriculum

A. School Calendar – First Review

It was moved by Mr. Putt, seconded by Mrs. Johnsen that we approve the 2021-2022 school calendar for first review as attached. All members voting aye.

B. Occupational Advisory Committees Report

It was moved by Mr. Putt, seconded by Mr. Kline that we approve the Administration’s additional response to the Occupational Advisory Committee as follows.

Electrical Technology
The Administration has thanked Mr. Derr for his complete and thorough submission.

All members voting aye.

XII. Finance

A. Additional Revenue

It was moved by Mr. Kline, seconded by Mr. Putt that we accept additional revenue for the following for the fiscal year ending June 30, 2021 in the amount of \$555,458.00.

Higher Education Emergency Relief Fund (HEERF) – Student Portion	\$153,458.00
Adult Education Direct Loans	\$2,000.00
FT PN Direct Loans	\$200,000.00
PT PN Direct Loans	\$200,000.00
Total	<u>\$555,458.00</u>

All members voting aye.

B. Engineering Service Contract

It was moved by Mr. Kline, seconded by Mrs. Johnsen that we approve the proposed contract with Steckbeck Engineering & Surveying Inc. to provide professional services related to preparing bid documents and bid phase services for paving repairs to the Center’s access drive and parking lots in an amount not to exceed \$9,100.00. All members voting aye.

C. Student Financial Assistance Contract

It was moved by Mr. Kline, seconded by Mr. Putt that we approve the contract with Lancaster County Career and Technology Center for financial aid consulting services from July 1, 2021 through June 30, 2022 in an amount not to exceed \$57,750.00. All members voting aye.

XIII. Adjournment

It was moved by Mr. Putt, seconded by Mrs. Johnsen that we adjourn the meeting at 7:06 p.m.

Respectfully submitted,

Tina M. Geyer,
Secretary

Next Meeting – March 16, 2021