

LEBANON COUNTY CAREER AND TECHNOLOGY CENTER
JOINT OPERATING COMMITTEE MINUTES

January 19, 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*

Anncleona	***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, 6:35	Christopher Connell
Lebanon	*Tracy Johnsen	Heather Eggert

Others present:

*Glenn Meck

**Justin Weaver

*Mike Reiner

*Tina Geyer

*Andra Groller

*Dr. Philip Domencic

*Julia Ansel

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

IV. Public Comment - none

V. Minutes

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

VI. Director's Report

- A. Discussion of virtual Open House-Glenn Meck
- B. Review of June 30, 2020 audit report-Mike Reiner
- C. Update on Negotiations-Glenn Meck

VII. Communications - None

VIII. Business Reports

A. Financial Report

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

B. Cafeteria Report

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

C. Student Activity

It was moved by Mr. Kline, seconded by Mrs. Weaver that we approve the Student Activity Account for the quarter ended December 31, 2020 as attached. All members voting aye.

IX. Approval of Bills

It was moved by Mr. Kline, seconded by Mrs. Johnsen 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	\$171.25
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		\$1,207.00
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All members voting aye.

X. Personnel Matters

A. Resignation for the Purpose of Retirement

It was moved by Mrs. Weaver, seconded by Mr. Kline that we accept the resignation for the purpose of retirement of Wayne Hagy, Commercial Art & Design Instructor, effective June 10, 2021. All members voting aye.

B. Long-Term Substitute

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

C. Mentor

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

All members voting aye.

D. Perkins Stakeholders Committee

It was moved by Mrs. Weaver, seconded by Mrs. Johnsen that we approve the Perkins Stakeholders Committee as attached. All members voting aye.

E. SkillsUSA Advisor – Revised

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

XI. Curriculum

A. Occupational Advisory Committees Report

It was moved by Mr. Putt, seconded by Mrs. Johnsen that we approve the Administration's responses to the Occupational Advisory Committee as attached. All members voting aye.

XII. Finance

A. Budget Transfers

It was moved by Mr. Kline, seconded by Mrs. Weaver that we approve the budget transfers for the 2020-2021 school year as attached. All members voting aye.

B. Audit Report

It was moved by Mr. Kline, seconded by Mrs. Johnsen that we accept the audit report of Sager, Swisher and Company for the year ended June 30, 2020. All members voting aye.

XIII. Policies

A. Policy – Final Approval

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

All members voting aye.

XIV. Adjournment

It was moved by Mr. Putt, seconded by Mrs. Johnsen that we adjourn the meeting at 6:59 p.m.

Respectfully submitted,

Tina M. Geyer,
Secretary

Next Meeting – February 16, 2021