

**LEBANON COUNTY
CAREER AND TECHNOLOGY CENTER**

April 20, 2021, 6:30 P.M.

Board/Conference Room, D-144

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 – March 16, 2021

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 March 31, 2021 as attached.

B. Cafeteria Report

Suggested Motion: That we approve the Lebanon County Career and Technology Center - Cafeteria Report for the month ended March 31, 2021 as attached.

C. Student Activity

Suggested Motion: That we approve the Student Activity Account for the quarter ended March 31, 2021 as attached.

IX. Approval of Bills (Mr. Kline)

Suggested Motion: That we approve the bills/transfers as attached in the amount of \$1,247,096.39. There are no Capital Reserve Fund checks included in this amount.

X. Personnel Matters (Mrs. Weaver)

A. Resignation

Suggested Motion: That we accept the resignation of Kate Davies, Part-Time Practical Nursing Program Instructor, effective March 14, 2021.

B. Authority Member

Suggested Motion: That we accept the appointment of Mark Bucher as Palmyra Authority representative.

C. Substitute - Instructor

Suggested Motion: 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:
George Pappas	April 21, 2021

XI. Curriculum (Mr. Putt) – no items

XII. Finance (Mr. Kline)

A. Budget Approval

Suggested Motion: That the 2021-2022 budget in the amount of \$9,069,142.00 be initially approved and recommended to the six member districts.

B. Additional Revenue

Suggested Motion: That we accept additional revenue for the following for the fiscal year ending June 30, 2021 in the amount of \$ 1,357,318.00.

Higher Education Emergency Relief Fund (HEERF) – Student Portion	\$336,930.00
Higher Education Emergency Relief Fund (HERRF) – Institutional Portion	\$504,438.00
Competitive Equipment Grant	\$37,450.00
Adult Education Direct Loans	\$3,500.00
FT PN Direct Loans	\$300,000.00
PT PN Direct Loans	\$175,000.00
Total	\$1,357,318.00

C. Reassign Excess Funds

Suggested Motion: That we reassign excess funds previously set aside for PSERS rate increases in the amount of \$78,769.00 to be utilized to offset revenue shortfall due to lower enrollment in post-secondary classes due to COVID-19.

D. Full Time and Part Time Practical Nursing Tuition

Suggested Motion: That we approve the tuition rate for the following effective July 1, 2021:

Full Time PN program	\$15,600.00
Part Time PN program	\$15,875.00

XIII. Policies (Mr. Kline)

A. Policy – Final Approval

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

No.	Policy Name
901	Public Relations Objectives
902	Publications Program
903	Public Participation in Joint Operating Committee Meetings
904	Public Attendance at Center Events
906	Public Complaint Procedures
907	Visitors to the Center
908	Relations With Parents/Guardians
910	Community Engagement
911	News Media Relations
912	Relations With Educational Institutions
913	Nonschool Organizations/Groups/Individuals
914	Relations With Intermediate Unit
916	Volunteers
917	Parental/Family Involvement

XIV. Adjournment

Next Meeting – May 18, 2021