

Lycoming Career & Technology Center  
Joint Operating Committee  
Regular Monthly Public Meeting

The Lycoming Career & Technology Center's Joint Operating Committee held their regular monthly public meeting on November 10, 2016 at 7:00 p.m. at the LycoCTC Cafe.

Mr. George Hagemeyer -President called the meeting to order at 7:00 p.m.

Roll Call:

<u>MEMBER</u>	<u>P/A</u>	<u>ALTERNATE</u>	<u>P/A</u>	<u>DISTRICT</u>
Mrs. Diane Santo	P	Mr. Randy Eddinger		East Lycoming
Mr. Edward Ade Jr.	A	Mr. John Raymond	P	Loyalsock
Mr. George Hagemeyer	P			Montoursville
Mrs. Rhondel Moyle	P	Mr. Bob Titman		Muncy
Mr. Elias Stevens	A	Mr. Todd Moser	P	Warrior Run

Others present: Mr. David Maciejewski, Mr. Michael Pawlik, Mr. Eric Butler, Mr. Christopher Kenyon, Solicitor, and Mrs. Patricia Kepner, Board Secretary

Mrs. Santo moved and Mr. Moser seconded the motion to go into executive session at 7:02. The motion carried 5-0.

Mr. Moser moved and Mr. Raymond seconded the motion to come out of executive session at 7:12. The motion carried 5-0.

#### **MEETING MINUTES**

Mrs. Santo moved and Mr. Moser seconded the motion to accept the meeting minutes from the October 20, 2016 regularly scheduled meeting. The motion carried 5-0

#### **FINANCIAL REPORTS**

Mrs. Santo moved and Mrs. Moyle seconded the motion to accept the bills from October 14, 2016 to November 7, 2016 in the amount of \$165,398.28 The motion carried 5-0

Mrs. Santo moved and Mr. Moser seconded the motion to accept the financial reports for the period ending October 31, 2016. The motion carried 5-0

#### **FORMAL ACTION**

Mr. Moser moved and Mrs. Moyle seconded the motion to approve the second reading of LycoCTC policies 115- cooperative education, 117-homebound, 121-field trips, 124- summer school, and 247- hazing as presented. The motion carried 5-0

Mrs. Santo moved and Mrs. Moyle seconded the motion to approve the first reading of LycoCTC policies 113, 113.1, 113.2, 113.3- special education as presented. The motion carried 5-0

Mr. Raymond moved and Mrs. Santo seconded the motion to approve the "Resolution Authorizing Issuance of Individual Procurement Cards" through the PA Local Government Investment Trust (PLIGIT). A card will be issued in the name of the Business Services Manager, David L. Maciejewski, for use by the contracted business services provider to facilitate the processing of purchase orders requiring electronic payment. The motion carried 5-0

Mr. Moser moved and Mrs. Moyle seconded the motion to approve Fletcher Farr as a Criminal Justice Advisory Committee member as presented. The motion carried 5-0

Mr. Raymond moved and Mrs. Santo seconded the motion to approve the Family Medical Leave (FMLA): Resolved upon the recommendation of Executive Director, Mr. Butler that Employee # 1 be granted Family Medical Leave (FMLA) from

approximately December 27, 2016 for a duration of up to twelve weeks. Employee # 1 will be using unpaid Family Medical Leave (FMLA) as submitted. The motion carried 5-0

Mrs. Santo moved and Mrs. Moyle seconded the motion to approve a three- year contract with the Lycoming Career Education Association. The contract takes effect July 1, 2017 and extends through June 30, 2020.

Voting in favor: Mrs. Santo, Mr. Raymond, Mr. Hagemeyer, Mrs. Moyle and Mr. Moser. The motion carried 5-0

## **ADMINISTRATIVE REPORTS**

### **Facilities / Operations:**

LycoCTC received a state grant for \$15,000, to be used for equipment in the automotive class. The grant includes mig welders and a 10,000 lb. lift.

### **Curriculum/Programs/Enrollment:**

Our enrollment is continuing to grow every year- we are currently at 306 students plus 17 in the flex classes. Mr. Butler said that data will be available for review showing new students and withdrawn students for the year to date.

Mr. Butler stated that Lyco has a strong group of students this year. There have been no suspensions this year as of yet. The sending school counselors have been doing a great job making sure that they are registering appropriate students.

### **Instruction / Professional Development:**

Lyco is a full participation school for Skills USA this year. One of the benefits of being a full participation school is receiving Professional Development Curriculum that focuses on student employability skills. We currently have fifty competitors going to the Skills USA district competition. Mr. Butler anticipates having a good number going to states and hopefully nationals this year.

Five Health Careers students passed the nurse's aide exam at HACC recently and Mrs. Cooley is now looking for co-op placements for them.

The Integrated Learning Conference was held at State College at the beginning of November and Catherine Farr, Kerri Kime, and Harry Kline attended this year. They all enjoyed it and brought back some great ideas.

Trish Kepner attended the conference in Hershey for Child Accounting. She gained some useful information for doing PIMS.

## **ADDITIONAL INFORMATION**

The next Joint Operating Committee Meeting will be held Thursday, December 15, 2016, 2016 at 7:00 pm at the Lycoming Career & Technology Center Café.

## **ADJOURNMENT**

With no further business, Mrs. Santo moved and Mr. Raymond seconded the motion to adjourn at 7:34 pm. The motion carried 5-0

Respectfully submitted,  
Lycoming Career & Technology Center



Patricia Kepner: Board Secretary