

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 October 19, 2017 at 7:01 p.m. at the LycoCTC Cafe.  
Mr. Edward Ade, Board Vice 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.	P	Mr. John Raymond		Loyalsock
				Montoursville
Mrs. Rhondel Moyle	P	Mr. Bob Titman		Muncy
Mr. Douglas Whitmoyer	P	Mr. Todd Moser		Warrior Run

Others present: Mr. David Maciejewski, Mr. Pawlik, Mr. Eric Butler, Mrs. Patricia Kepner, Mr. Christopher Kenyon

**MEETING MINUTES**

Mrs. Santo moved and Mrs. Moyle seconded the motion to accept the meeting minutes from the September 21, 2017 regularly scheduled meeting. The motion carried 4-0.

**FINANCIAL REPORTS**

Mrs. Santo moved and Mrs. Moyle seconded the motion to accept the bills from to September 15, 2017 to October 12, 2017 in the amount of \$152,285.82 as presented. The motion carried 4-0

Mrs. Santo moved and Mrs. Moyle seconded the motion to accept the financial reports for the period ending September 30, 2017. The motion carried 4-0.

**FORMAL ACTION**

Mrs. Santo moved and Mrs. Moyle seconded the motion to approve the second reading of LycoCTC policies 616, 616.1, 617, 618, 619, 622, 624 as presented. The motion carried 4-0.

Mrs. Moyle moved and Mrs. Santo seconded the motion to approve the first reading of LycoCTC policies 117, 211, 215, and 216 as presented. The motion carried 4-0.

Mrs. Santo moved and Mrs. Moyle seconded the motion to approve the current Advisory Committee Member List as presented. The motion carried 4-0.

Mrs. Santo moved and Mrs. Moyle seconded the motion to approve Courtney Oldweiler, John Roskowski, Nathan Flexer, and William Ernst- Wingfield to the Culinary Arts Occupational Advisory Committee as presented. The motion carried 4-0.

Mrs. Santo moved and Mrs. Moyle seconded the motion to accept the resignation of Nicholas Koletar from the position of Construction Trades Assistant, as presented. The motion carried 4-0.

Mrs. Moyle moved and Mrs. Santo seconded the motion to approve Mike Bigger as an instructor mentor for William Way for the 2017-2018 school year at a stipend of \$800.00. The motion carried 4-0.

Mrs. Santo moved and Mrs. Moyle seconded the motion to approve a 2.6% base salary increase for Mr. Eric Butler, Executive Director for the 2017-2018 school year, retroactive to July 1, 2017. The motion carried 4-0.

## **ADMINISTRATIVE REPORTS**

### **Facilities/Operations/Safety Committee:**

Mr. Butler talked about student safety and insurance. The possibility of sending out a letter to incoming students in the future about our insurance policies was discussed.

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

The Health Careers class had six students recently take the Certified Nursing Assistant test. Five of those students passed both portions of the test. The remaining student passed the written, but will need to re-take the hands-on portion.

The students are registering for Skills USA districts now. We will be having the initial competitions after Christmas.

Mr. Butler reviewed the high priority lists from PDE and discussed the fact that the equipment grants have to be tied to high priority programs. He also looked at the demand for jobs and the job projections data. A discussion followed on where we are heading as a school and how it is important to use this data to make informed decisions about this.

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

Mr. Butler talked about the in-service last month. Brian Anstadt and Dawn Shaffer shared how they have incorporated Google Classroom into their programs and what a powerful tool it is to have in the classrooms. We are looking into getting more Chrome laptops.

### **Communications/ Public Relations:**

Lyco will hold its annual fall Occupational Advisory Committee meeting on Wednesday, October 25<sup>th</sup>. Mr. Butler extended the invitation to all the board members.

## **ADDITIONAL INFORMATION**

The next Joint Operating Committee Meeting will be held Thursday, December 21, 2017 at 7:00 pm at the Lycoming Career & Technology Center Café.

## **ADJOURNMENT**

With no further business, Mr. Whitmoyer moved and Mrs. Santo seconded the motion to adjourn at 7:46 pm. The motion carried 4-0.

Respectfully submitted,  
Lycoming Career & Technology Center



Patricia Kepner: Board Secretary