

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 January 19, 2017 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.	P	Mr. John Raymond		Loyalsock
Mr. George Hagemeyer	P			Montoursville
Mrs. Rhondel Moyle	P	Mr. Bob Titman		Muncy
Mr. Douglas Whitmoyer	P	Mr. Todd Moser		Warrior Run

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

### MEETING MINUTES

Mr. Ade moved and Mrs. Moyle seconded the motion to accept the meeting minutes from the December 15, 2016 regularly scheduled meeting. The motion carried 5-0

### FINANCIAL REPORTS

Mrs. Santo moved and Mr. Ade seconded the motion to accept the bills from December 9, 2016 to January 12, 2017 in the amount of \$192,247.54 The motion carried 5-0

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

### FORMAL ACTION

Mr. Ade moved and Mrs. Santo seconded the motion to approve the second reading of LycoCTC policies 125, 125.1, 127, 130, 143, 144 as presented The motion carried 5-0

Mrs. Santo moved and Mrs. Moyle seconded the motion to approve the first reading of LycoCTC policies 126,146 and 609 as presented. The motion carried 5-0

Mrs. Santo moved and Mrs. Moyle seconded the motion to approve the professional certification change for Catherine Farr from emergency to vocational intern as presented. The motion carried 5-0

### ADMINISTRATIVE REPORTS

#### Facilities / Operations:

Mr. Butler discussed some facilities issues that Lyco has had: We needed some additional power in the level two and three automotive shop, and East Lycoming maintenance staff installed new 220V outlets and additional 110V outlets which alleviated the problem. Mr. Butler expressed his appreciation for East Lycoming taking care of these problems quickly and efficiently The alignment rack in that shop was also repaired. In the kitchen, the hot well unit will also need to be replaced. Rice's Food Equipment came in to give an estimate and we should have the new equipment installed soon.

**Curriculum/Programs/Enrollment:**

We had a snow day on January 11, the make-up day will be February 17<sup>th</sup>. We will now have school on that day, and the in-service scheduled for that day will be moved to February 20<sup>th</sup>.

The Health Careers field trip to watch the live surgery at the Whitaker Center has been re-scheduled for April 25<sup>th</sup>.

The Automotive students are earning industry credentials- they are currently working on their Valvoline Motor Oil Basics Training Certificate.

The construction classes finished their OSHA ten certification with Rhaylene Cooley.

**Instruction / Professional Development:**

The Lyco instructors attended an in-service at Sun Area Technical School which focused on MAX Teaching. At the in-service, the instructors were given a breakdown of their NOCTI data from last year's pre-test and post-tests. This information allows them to see which students were having trouble with particular competencies. This data will allow the instructors to see which areas they need to focus on when preparing the students for this year's NOCTI tests.

**Communications/ Public Relations:**

Mr. Butler reminded the JOC that the restaurant is open again for lunch.

One of our drafting students started her co-op at Construction Specialties. This is the first co-op placement with them, and Mr. Butler feels this will be the start of a great partnership with them.

Lyco has had to make some corrective actions concerning the procedures for working on customer cars in the automotive shop, which Mr. Butler reviewed. The biggest of these is that going forward, the customers will have to bring in their own parts or purchase them from Freezer's in advance. This eliminates Lyco as the middle man. We also started to collect a flat five-dollar shop fee, which will offset the cost of electricity and wear and tear on the equipment. Each work order will be hanging next to the lift and the customers are required to sign the work orders ahead of time to ensure they realized the possible risks involved.

Mr. Whitmoyer moved and Mrs. Santo seconded the motion to go into executive session at 7:36 for personnel. The motion carried 5-0.

Mr. Whitmoyer moved and Mr. Ade seconded the motion to come out of executive session at 8:10. The motion carried 5-0.


**ADDITIONAL INFORMATION**

The next Joint Operating Committee Meeting will be held Thursday, February 16, 2017 at 7:00 pm at the Lycoming Career & Technology Center Café.

**ADJOURNMENT**

With no further business, Mr. Ade moved and Mrs. Santo seconded the motion to adjourn at 8:11 pm. The motion carried 5-0

Respectfully submitted,  
Lycoming Career & Technology Center



Patricia Kepner: Board Secretary