

FRANKLIN COUNTY CAREER AND TECHNOLOGY CENTER
JOINT OPERATING COMMITTEE
September 24, 2020 Meeting Minutes

The monthly meeting of the Franklin County Career and Technology Center's Joint Operating Committee was held on Thursday evening, September 24, 2020 in the FCCTC Cosmetology Theory Room with Chairman Yates calling the meeting to order at 7:01 p.m., followed by a moment of silence and salute to the flag.

MEMBERS PRESENT:	Ed Norcross	Chambersburg
	Thomas Dolan	Chambersburg – alternate
	Von McGee	Fannett-Metal
	Pat Fridgen	Greencastle
	Shannon Yates	Greencastle
	Jim Bard	Shippensburg
	Charlie Suders	Shippensburg
	Curtis Wengert	Waynesboro
	Patricia Strite	Waynesboro – alternate

MEMBERS ABSENT:	Carl Barton	Chambersburg
	Allen Piper	Tuscarora

ALSO PRESENT:	Rodney Benedick	Superintendent of Record
	Jim Duffey	Admin. Director
	Terry Miller	Assistant Director
	Justin Sholes	Principal
	Neil Rotz	Business Manager
	Jan Collier	PNP Administrator
	Jim Sourbier	Franklin Co. Fire Chief's Assn.
	Jeff Conner	Franklin Co. Fire Chief's Assn.

RECOGNITION OF VISITORS: Chairman Yates welcomed Mr. Sourbier and Mr. Conner as well as alternates Mr. Dolan and Ms. Strite.

PUBLIC COMMENT: None

APPROVAL OF THE SEPTEMBER 24, 2020 AGENDA:

On a Norcross/Suders motion/second and carried unanimously on a voice vote, the agenda was approved.

APPROVAL OF THE AUGUST 13, 2020 MINUTES:

On a Wengert/Norcross motion/second and carried unanimously on a voice vote, the minutes were approved.

FINANCIAL REPORTS:

Mr. Rotz, Business Manager, presented the following financial reports:

General Fund	Beginning Balance 7/1/2020	\$	1,925,884.99
	Receipts July 2020	\$	1,024,983.43
	Expenditures July 2020	\$	(1,370,181.35)
	Ending Balance 7/31/2020	\$	1,580,687.07

General Advisory	Beginning Balance 7/1/2020	\$	9,941.17
	Receipts July 2020	\$	0.00
	Expenditures July 2020	\$	0.00
	Ending Balance 7/31/2020	\$	9,941.17
LPN Program	Beginning Balance 7/1/2020	\$	370,988.85
	Receipts July 2020	\$	219,906.70
	Expenditures July 2020	\$	(59,093.36)
	Ending Balance 7/31/2020	\$	531,802.19
General Fund	Beginning Balance 8/1/2020	\$	1,580,687.07
	Receipts August 2020	\$	761,473.19
	Expenditures August 2020	\$	(688,074.11)
	Ending Balance 8/31/2020	\$	1,654,086.15
General Advisory	Beginning Balance 8/1/2020	\$	9,941.17
	Receipts August 2020	\$	0.00
	Expenditures August 2020	\$	0.00
	Ending Balance 8/31/2020	\$	9,941.17
LPN Program	Beginning Balance 8/1/2020	\$	531,802.19
	Receipts August 2020	\$	50,283.94
	Expenditures August 2020	\$	(26,396.66)
	Ending Balance 8/31/2020	\$	555,689.47

On a Suders/McGee motion/second, the financial reports were approved as presented on the following roll call vote:

Mr. Dolan – YES	Ms. Fridgen – YES
Mr. Suders – YES	Mr. Norcross – YES
Mr. McGee – YES	Ms. Strite – YES
Mr. Wengert – YES	Mr. Bard - YES
Chairman Yates – YES	

CORRESPONDENCE: Jim Duffey shared a letter from the PA Department of Education that a Perkins Local Plan on-site visit will be scheduled for a date later this fall.

SUPERINTENDENT OF RECORD REPORT: Mr. Benedick reported on the PAC meeting on September 10, 2020. There was discussion on COVID and how to get the tests back for students on staff as quickly as possible. Another reoccurring topic was about the lack of substitute teachers and how to handle normal absences and those related to COVID. Transportation and bus contractors were also discussed as districts are still adjusting their reopening plans. The superintendents reviewed the FFCRA and how the districts will deal with sick leave for employees. There was excitement that the US Department of Ag extended the free meals and included all students.

ADMINISTRATIVE REPORTS:

Jan Collier:

- Excited to share that the PNP moved into the new building on September 12 – an open house date will be announced at a later date.

- The PNP is educating in-person with 100% negative COVID testing.
- CARES II grant approved for approximately \$44,000.
- CARES III grant is pending approval.
- The State Board of Nursing has multiple staff openings, which is slowing down the licensing process.

Terry Miller:

- Reviewed the JOC Teacher Recognition Summary for September.
- Reported that home based CTE instruction is going well even though there are some technology hurdles at times.

Justin Sholes:

- Discussed the changes that have been happening since the first day of school including lunches in the cafeteria starting this week. There has been successful and constant communication between sending schools and FCCTC to stay on top of all the changes.

Jim Duffey:

- Reported that Linda Zimmerman will be the new WASD JOC member replacing Beth Reecher.
- Reviewed the JOC Committee assignments.
- Proposed a tour of the PNP building at 6:00PM before the next scheduled JOC meeting (October 22) and would also like to have a walkthrough of the space vacated by the PNP in the main building with the Building and Grounds Committee at 6:30PM after the PNP building tour.
- PDE has approved FCCTC for up to five (5) Flexible Instructional Days (FID) for the 2020-21 school year.
- The teachers proposed a virtual Wednesday to allow for more time to prep for the Home Based CTE. Jim will work through the Academy Reps and have more information to present to the JOC at the October JOC meeting.
- Introduced Mr. Sourbier and Mr. Conner to discuss the lease agreement for the Fire Chief's Association utilizing FCCTC land. The Fire Chief's Association is asking for an additional 3-4 acres to be added to the lease to enhance the training center as well as increasing the term of the lease from 30 years to 50 years.
 - Mr. Yates asked how the land used by the training center would benefit FCCTC and the future students. There was a discussion that followed on the ability to grow the training center to continue to educate students from FCCTC in addition to the emergency volunteers throughout the county.
 - It was noted that Greencastle-Antrim and Tuscarora School Districts need to be added to the lease agreement.
 - Jim will work with the solicitor and the Fire Chief's Association to make the edits noted during the meeting and bring back a final version to be reviewed at the October JOC meeting.

NEW BUSINESS:

Financial

1. Grant Funding

The 2020 PCCD COVID Grant and the 2020 CTC GEER Grant received final approval and needs to be added to our 2020-21 General Operating Budget. Authorization is sought to accept the following funding:

	<u>Amount</u>
Current 20-21 Budget	\$7,560,175
PCCD COVID Grant	\$90,000
<u>CTC GEER Grant</u>	<u>\$144,206</u>
Revised 20-21 Budget	\$7,794,381

On a Suders/Fridgen motion/second, the grant funding was approved as presented on the following roll call vote:

Mr. Norcross – YES	Mr. McGee – YES
Ms. Fridgen – YES	Mr. Bard – YES
Mr. Suders – YES	Mr. Wengert – YES
Mr. Dolan – YES	Ms. Strite - YES
Chairman Yates – YES	

2. Donation

Approval is needed to accept the following donations:

Welding Tables (2 each)	Apprenticeship Program	Volvo CE	\$1,000
2006 Ford Escape Ltd	Auto Tech Program	Tom Kurtz	\$1,000
		2945 Adams Dr.	
		Chambersburg PA 17201	

On a Suders/Wengert motion/second and carried unanimously on a voice vote, the donations were approved. Note: Upon further review with Tom Kurtz, he stated the value of the 2006 Ford Escape donated should have a value of \$1,000 assigned (not \$2,200), which is reflected in the minutes above.

3. Sealed Bid for Excess Material

Approval is sought to put the excess material listed in the packet out for sealed bid.

On a Norcross/Bard motion/second and carried unanimously on a voice vote, the request for sealed bids for excess material was approved.

4. Solicitation for Bids

Approval is sought to go out for bid for the following, payable through Perkins:

Miller Welding Stations	Pre-Apprenticeship Program	11 each
CNC Plasma Table	Welding Program	1 each

On a Suders/McGee motion/second, solicitation of bids was approved as presented on the following roll call vote:

Mr. Wengert – YES	Mr. Dolan – YES
Ms. Strite – YES	Ms. Fridgen – YES
Mr. McGee - YES	Mr. Norcross – YES
Mr. Bard– YES	Mr. Suders – YES
Chairman Yates – YES	

Personnel:

5. Employment – Rescind

Approval is sought to rescind the offer of employment given to Tiffani Miller, PT Custodian.

On a Fridgen/Suders motion/second, the rescinded offer of employment was approved as presented on the following roll call vote:

Mr. Dolan – YES	Ms. Strite – YES
Mr. Norcross – YES	Mr. McGee – YES
Mr. Bard - YES	Mr. Suders – YES
Ms. Fridgen – YES	Mr. Wengert – YES
Chairman Yates – YES	

6. Employment - Hire

Approval is sought to hire the following:

Casey Lehman	LT Substitute Cosmetology Instructor	\$180/Day
Janelle Wagaman	PT PNP Custodian	\$10/hour w/30 Day Probationary Period
Blake Atherton (Coop Student)	PT Custodian/Groundskeeper	\$8/hour w/30 Day Probationary Period

On a Suders/Wengert motion/second, the hiring of the individuals listed above was approved as presented on the following roll call vote:

Ms. Strite – YES	Mr. Norcross – YES
Mr. Bard – YES	Mr. Suders – YES
Ms. Fridgen – YES	Mr. Wengert - YES
Mr. Dolan – YES	Mr. McGee– YES
Chairman Yates – YES	

7. CTSO and Other Participatory Organizations

Approval is sought for following individuals to serve as club advisors for the 2020-21 school year.

CTSO: DECA - Sue Mills	OTHER: AWS - Elisa Ramsey
FFA - Lisa Cook, Dave Perry	NTHS - Brenda Kimple
SKILLS USA - Kathy Estep, Steve Grove, Bryan Hawbecker	
HOSA - Marla Moore, Sharla Dunlap	

On a Suders/Norcross motion/second, the CTSO and other participatory organizations advisors for the 2020-21 school year were approved as presented on the following roll call vote:

Mr. McGee– YES	Mr. Norcross – YES
Mr. Bard – YES	Mr. Suders – YES
Mr. Wengert - YES	Mr. Dolan – YES
Ms. Strite– YES	Ms. Fridgen – YES
Chairman Yates – YES	

8. Mentor Stipend

Approval is required to compensate the following individuals \$500 each to serve as mentors for non-tenured teachers.

Toni Parson	for	Casey Lehman
Bryan Hawbecker	for	Steven Wilmot
Dwight Munson	for	Daniel Stockman
Sharla Dunlap	for	Mallory Waltman

On a Wengert/Suders motion/second, the mentor stipend was approved as presented on the following roll call vote:

Ms. Fridgen – YES	Mr. Bard – YES
Mr. Suders – YES	Mr. Wengert - YES
Mr. McGee – YES	Mr. Dolan – YES
Ms. Strite – YES	Mr. Norcross – YES
Chairman Yates – YES	

Policy:

9. Policy Revision #103 – 1st Reading

A revision of policy 103 is sought to include amended regulations implemented for Title IX. The updates contain procedural changes, new definitions, mandated training for officials, grievance processes and multi-investigator models.

Solicitor's Report - None

Addenda - None

Adjournment – There being no further business to discuss, the meeting adjourned at 8:09 pm.

Respectfully submitted,

Neil D. Rotz
Recording Secretary

aw: 9/29/20