

FRANKLIN COUNTY CAREER AND TECHNOLOGY CENTER
JOINT OPERATING COMMITTEE
November 17, 2021 Meeting Minutes

The monthly meeting of the Franklin County Career and Technology Center's Joint Operating Committee was held on Wednesday evening, November 17, 2021 in the Large Group Instruction room with Chairman Burt calling the meeting to order at 7:00 p.m., followed by a moment of silence and salute to the flag.

MEMBERS PRESENT:	Sally Brooks	Chambersburg – 7:02pm arrival
	Kris Scritchfield	Chambersburg
	Lance Walker	Chambersburg – alternate 7:07pm arrival
	Walter Hoffmann	Fannett-Metal – alternate
	Pat Fridgen	Greencastle
	Dwayne Burt	Shippensburg
	Charlie Suders	Shippensburg
	Allen Piper	Tuscarora
	Patricia Strite	Waynesboro
	Curtis Wengert	Waynesboro

MEMBERS ABSENT:	Ed Norcross	Chambersburg
	Von McGee	Fannett-Metal
	Shannon Yates	Greencastle

ALSO PRESENT:	Rodney Benedick	Superintendent of Record
	Jim Duffey	Admin. Director
	Terry Miller	Assistant Director
	Justin Sholes	Principal
	Neil Rotz	Business Manager
	Kathleen Rundquist	PNP Administrator
	Eric Wagaman	FCCTC Instructor
	Janelle Wagaman	FCCTC Administrative Assistant

RECOGNITION OF VISITORS: Mr. Duffey welcomed Eric and Janelle Wagaman to the meeting.

PUBLIC COMMENT: None

APPROVAL OF THE NOVEMBER 17, 2021 AGENDA:

On a Strite/Fridgen motion/second, the agenda was approved as presented on the following roll call vote:

Mr. Suders – YES	Ms. Scritchfield – YES
Ms. Strite – YES	Ms. Fridgen – YES
Mr. Piper – YES	Mr. Wengert – YES
Mr. Hoffmann – YES	Chairman Burt – YES

APPROVAL OF THE OCTOBER 28, 2021 MINUTES:

On a Wengert/Suders motion/second, the minutes were approved as presented on the following roll call vote:

Ms. Brooks – YES	Mr. Wengert – YES
Mr. Hoffmann – YES	Mr. Suders – YES
Ms. Scritchfield – YES	Ms. Fridgen – YES

Ms. Strite – YES
Chairman Burt – abstain

Mr. Piper – YES

FINANCIAL REPORTS:

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

General Fund	Beginning Balance 10/1/2021	\$	2,113,532.97
	Receipts October 2021	\$	548,791.33
	Expenditures October 2021	\$	(541,140.90)
	Ending Balance 10/31/2021	\$	2,121,183.40
LPN Program	Beginning Balance 10/1/2021	\$	517,213.37
	Receipts October 2021	\$	149,996.44
	Expenditures October 2021	\$	(45,018.87)
	Ending Balance 10/31/2021	\$	622,190.94

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

Ms. Scritchfield – YES	Ms. Fridgen – YES
Mr. Suders – YES	Ms. Brooks – YES
Mr. Hoffmann – YES	Ms. Strite – YES
Mr. Piper – YES	Mr. Wengert – YES
Chairman Burt – YES	

CORRESPONDENCE: None

SUPERINTENDENT OF RECORD REPORT: Mr. Benedick reported that the November superintendent meeting had not been held to date as it will be on Thursday, November 18. The 2022-23 school calendar for the county districts will be reviewed along with the ever-changing mask mandate that is currently going through the appeals process in the state courts.

ADMINISTRATIVE REPORTS:

Kathleen Rundquist:

- Reported that instructor Lisa Mentzer will be retiring in January 2022. Lisa has worked for the LNP Program for 32 years.
- Pending JOC approval, Tara McCartney will be hired to replace Lisa Mentzer. Tara is currently an adjunct instructor with the LPN Program.
- All students from the most recent August graduating class have taken and passed their NCLEX exam.

Justin Sholes:

- Reported that our school nurse is out of the building with COVID and the Allied Health instructors are covering the nurse's office.
- Reported that the Ag Mechanics shop has one positive case and three potential positives. Therefore, the program will be on home based CTE (i.e. virtual) until after Thanksgiving.

Terry Miller:

- Reported on 9th grade student tours that are happening Tuesday to Thursday this week.
- Student applications are up this year compared to this time last year.

- There has been interest from prospective students as well as community members at the Open House events at Career Tech where approximately 40 vendors from business and industry set up displays.
- Recognized Eric Wagaman, BCT Instructor, who won the 2021 Harbor Freight Tools for Schools Prize for Teaching Excellence. Mr. Wagaman expressed his appreciation for the opportunity to work at the school and teach our future workforce in Franklin County.

Jim Duffey:

- FCCTC will be represented at the Chambersburg Christmas Parade this weekend with the train bringing Santa to town.
- Recognized the following outgoing JOC members for their service to FCCTC:

<u>JOC Member</u>	<u>Years of Service</u>
Sally Brooks – Chambersburg	1 Year
Pat Fridgen – Greencastle	2 Years
Von McGee – Fannett-Metal	3 Years
Kris Scritchfield – Chambersburg	3 Years
Curtis Wengert – Waynesboro	5 Years

OLD BUSINESS:

Financial:

1. Sealed Bid for Excess Material

Approval is sought to accept the following bids on unused/excess material:

<u>Item</u>	<u>Program</u>	<u>Bidder</u>	<u>Amount</u>
Scotchman Metal Worker	Welding	Brian Yeager	\$552
M11 Midmark Autoclave	Vet Assisting	Fulton Co. CCT	\$2,451
3D Systems 460 Printer	Pre-Engineering	No Bid	
Hospital Table Stretcher	Allied Health	No Bid	
Cleveland Electric Skillet	Culinary	Arts Brian Yeager	\$1,576
Food Prep Unit	Culinary Arts	Brian Yeager	\$102
18" Sectional Range	Culinary Arts	Brian Yeager	\$371
Norlake Proofing Cabinet	Culinary Arts	Larry Tosten	\$150

On a Fridgen/Hoffmann motion/second, the sealed bids for the excess material were approved as presented on the following roll call vote:

Mr. Walker – abstain	Mr. Hoffmann – YES
Ms. Fridgen – YES	Mr. Suders – YES
Mr. Wengert – YES	Ms. Scritchfield – YES
Ms. Strite – YES	Mr. Piper – YES
Ms. Brooks – YES	Chairman Burt – YES

NEW BUSINESS:

Personnel:

1. Employment-Resignation

Approval is sought to accept with regret the resignation of Lisa Mentzer, PNP Instructor, for the purpose of retirement, effective January 3, 2022.

On a Wengert/Hoffmann motion/second, Lisa Mentzer's resignation for retirement was approved as presented on the following roll call vote:

Mr. Suders – YES	Ms. Brooks – YES
Mr. Wengert – YES	Ms. Fridgen – YES
Ms. Scritchfield – YES	Ms. Strite – YES
Mr. Piper – YES	Mr. Hoffmann – YES
Mr. Walker – abstain	Chairman Burt – YES

2. Employment-Hire

Approval is sought to hire Tara McCartney, 10516 Upper Strasburg Road, Upper Strasburg, PA 17265 for the position of PNP Instructor, effective November 29, 2021, at a starting salary of \$60,000/year.

On a Suders/Strite motion/second, the hiring of Tara McCartney was approved as presented on the following roll call vote:

Mr. Suders – YES	Ms. Brooks – YES
Mr. Wengert – YES	Mr. Hoffmann – YES
Ms. Scritchfield – YES	Ms. Fridgen – YES
Ms. Strite – YES	Mr. Piper – YES
Mr. Walker – abstain	Chairman Burt – YES

3. Support Staff Insurance and Co-Premium

Approval is sought for the implementation of the Qualified High Deductible Health Plan (QHDHP) medical insurance for the support staff employee group effective January 1, 2022. FCCTC shall provide individual, two party or family medical insurance coverage with all support staff participants paying 2% of the total premium cost, which is 2% below the teacher's co-premium percentage agreed upon in the CBA.

On a Hoffmann/Brooks motion/second, the support staff insurance and co-premium percentage was approved as presented on the following roll call vote:

Mr. Wengert – YES	Ms. Scritchfield – YES
Ms. Strite – YES	Ms. Fridgen – YES
Mr. Piper – YES	Mr. Hoffmann – YES
Ms. Brooks – YES	Mr. Walker – abstain
Mr. Suders – YES	Chairman Burt – YES

Curriculum:

4. Comprehensive Plan

Acceptance of the Comprehensive Plan for the period 2021-24 is required in order to submit to PDE prior to November 30, 2021. Approval will include the Comprehensive Plan and all related reports (Academic Standards and Assessment, Student Services Assurances, Induction Plan, Technology Plan and Professional Development Plan).

On a Scritchfield/Suders motion/second, the Comprehensive Plan was approved as presented on the following roll call vote:

Ms. Scritchfield – YES	Ms. Strite – YES
Mr. Piper – YES	Mr. Walker – abstain

Ms. Brooks – YES
Mr. Suders – YES
Mr. Wengert – YES

Mr. Hoffmann – YES
Ms. Fridgen – YES
Chairman Burt – YES

Solicitor's Report: None

Addenda: None

Adjournment: There being no further business to discuss, the meeting adjourned at 7:32 p.m.

Respectfully submitted,

Neil D. Rotz
Recording Secretary

aw: 11/24/21