

FRANKLIN COUNTY CAREER AND TECHNOLOGY CENTER  
JOINT OPERATING COMMITTEE  
November 16, 2022 Meeting Minutes

The monthly meeting of the Franklin County Career and Technology Center's Joint Operating Committee was held on Wednesday evening, November 16, 2022 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:	Faye Gaugler Chad McClure Rich Davis Dwayne Burt Charlie Suders Allen Piper Rachel Fortney Patricia Strite	Chambersburg Fannett-Metal – alternate Greencastle Shippensburg Shippensburg Tuscarora Waynesboro Waynesboro
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MEMBERS ABSENT:	Ed Norcross Joan Smith Shannon Yates	Chambersburg Chambersburg Greencastle
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ALSO PRESENT:	Dr. Tara Will Terry Miller Dr. Lesli Shuman Justin Sholes Neil Rotz Kathleen Rundquist Michelle Mellott	Superintendent of Record Admin. Director Assistant Director Principal Business Manager PNP Administrator FCCTC
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**RECOGNITION OF VISITORS:** Chairman Burt welcomed Michelle Mellott to the meeting.

**PUBLIC COMMENT:** None

**APPROVAL OF THE NOVEMBER 16, 2022 AGENDA:**

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

Mr. Suders – YES	Ms. Strite – YES
Mr. Davis – YES	Mr. Piper – YES
Ms. Fortney – YES	Ms. Gaugler – YES
Mr. McClure – YES	Chairman Burt – YES

**APPROVAL OF THE OCTOBER 27, 2022 MINUTES:**

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

Ms. Gaugler – YES	Ms. Fortney – YES
Mr. McClure – YES	Mr. Suders – YES
Mr. Davis – YES	Ms. Strite – YES
Mr. Piper – YES	Chairman Burt – YES

**FINANCIAL REPORTS:**

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

General Fund	Beginning Balance 10/1/2022	\$	1,743,143.67
	Receipts October 2022	\$	761,586.75
	Expenditures October 2022	\$	(617,211.98)
	Ending Balance 10/31/2022	\$	1,887,518.44
LPN Program	Beginning Balance 10/1/2022	\$	745,397.92
	Receipts October 2022	\$	133,437.72
	Expenditures October 2022	\$	( 51,961.10)
	Ending Balance 10/31/2022	\$	826,874.54

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

- |                   |                     |
|-------------------|---------------------|
| Mr. Davis – YES   | Mr. Suders – YES    |
| Ms. Gaugler – YES | Mr. McClure – YES   |
| Ms. Strite – YES  | Mr. Piper – YES     |
| Ms. Fortney – YES | Chairman Burt – YES |

**CORRESPONDENCE:** None

**CHIEF ADMINISTRATIVE OFFICER’S REPORT:** Dr. Will reported that the superintendents met last Thursday and shared a meal provided by the Culinary students. Bill August, new Superintendent for Shippensburg, was able to attend the meeting for the first time. There was continued discussion on substitute services across the county. Several county school districts have received approval letters for the PCCD grant for physical safety and mental health.

**ADMINISTRATIVE REPORTS:**

**Kathleen Rundquist:**

- The PNP is still looking for a capital campaign donor for \$15,000.
- The PA State Board of Nursing has reported that there is no longer a delay on the authorization to take the exam. The next graduating cohort of students will be able to verify that the authorization to test has been corrected.

**Michelle Mellott:**

- The FCCTC has been approved as a testing site with PennDOT. We are currently waiting for the parking lot to be striped before PennDOT audits the site. After the audit is complete and passed, we will be an active testing site for CDL licensing before offering a CDL course next fall.

**Terry Miller:**

- Attended a meeting at FCADC/Mike Ross with Dr. John Joyce and twenty-eight (28) local representatives from business and industry in Franklin County. In the county, there is a high need for workforce development, especially the skilled workforce.
- Discussed a potential new program for seniors only for Essential Skills to increase enrollment at FCCTC as well as meet the workforce development need in the community. There is space available in the school with limited renovations to run the Essential Skills program. Ms. Gaugler

asked about the pathways to graduate and if this new program could help with the student's graduation requirements. Mr. Miller said this would help meet that graduation requirement.

**NEW BUSINESS:**

**Financial:**

**1. EITC Donation**

F&M Trust Co. has designated that the FCCTC receive up to \$10,000 during the 2022-23 school year through the Commonwealth Charitable Management to reimburse students for expenses incurred for participation in career and technical programs. Approval is sought to accept this donation.

On a Gaugler/Davis motion/second, the EITC donation was approved as presented on the following roll call vote:

Mr. McClure – YES	Mr. Davis – YES
Mr. Suders – YES	Ms. Fortney – YES
Ms. Strite – YES	Mr. Piper – YES
Ms. Gaugler – YES	Chairman Burt – YES

**Curriculum:**

**2. Fall Occupational Advisory Committee Minutes**

Acceptance is required by the JOC for the Fall OAC Minutes as written for the 2022-23 school year. OAC Minutes can be found on our website at <https://www.franlinctc.com/about/committees/> under Occupational Advisory Committee.

On a Strite/McClure motion/second, the Fall OAC Minutes were approved as presented on the following roll call vote:

Mr. Suders – YES	Ms. Gaugler – YES
Ms. Fortney – YES	Mr. Davis – YES
Ms. Strite – YES	Mr. Piper – YES
Mr. McClure – YES	Chairman Burt – YES

**3. 2023-24 School Calendar**

Approval is sought to accept the proposed 2023-24 Franklin County CTC School Calendar.

On a Piper/Davis motion/second, the 2023-24 School Calendar was approved as presented on the following roll call vote:

Mr. Suders – YES	Ms. Gaugler – YES
Ms. Fortney – YES	Mr. McClure – YES
Mr. Davis – YES	Ms. Strite – YES
Mr. Piper – YES	Chairman Burt – YES

**Solicitor's Report:** None

**Addendum:** None

**Adjourned:** There being no further business to discuss, the meeting adjourned at 7:19 p.m.

Respectfully submitted,

Neil D. Rotz  
Recording Secretary

aw: 11/23/2022