

FRANKLIN COUNTY CAREER AND TECHNOLOGY CENTER
JOINT OPERATING COMMITTEE
December 15, 2021 Meeting Minutes

The monthly meeting of the Franklin County Career and Technology Center's Joint Operating Committee was held on Wednesday evening, December 15, 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:	Faye Gaugler	Chambersburg
	Dr. Mark Schur	Chambersburg – alternate
	Walter Hoffmann	Fannett-Metal
	Rich Davis	Greencastle
	Shannon Yates	Greencastle
	Dwayne Burt	Shippensburg
	Charlie Suders	Shippensburg
	Allen Piper	Tuscarora
	Patricia Strite	Waynesboro
MEMBERS ABSENT:	Ed Norcross	Chambersburg
	Joan Smith	Chambersburg
	Rachel Fortney	Waynesboro
ALSO PRESENT:	Rodney Benedick	Superintendent of Record
	Jim Duffey	Admin. Director
	Terry Miller	Assistant Director
	Justin Sholes	Principal
	Neil Rotz	Business Manager
	Danny Byers	Public Safety Training Center
	Lori Ebersole	FCCTC

RECOGNITION OF VISITORS: Jim Duffey welcomed Danny Byers, Lori Ebersole and the new JOC members.

PUBLIC COMMENT: None

REORGANIZATION

The articles of Agreement for the establishment and operation of the Franklin County Career and Technology Center, Page 3, Section 8:

1. Officers:

"In the December meeting each year of the Technical School Committee, a Chairman and Vice Chairman should be elected to serve for a period of one (1) year, to take office the first Monday of the following January. The two officers shall not represent the same participating school district, shall not be eligible to serve in the same office more than two (2) successive years, and shall not come from the same participating school district for more than two (2) successive terms."

Election of Chairman and Vice Chairman

Mr. Duffey requested nominations for Chairman. Mr. Yates nominated Mr. Burt. Ms. Strite seconded the nomination.

On a Yates/Strite motion/second and carried unanimously on a voice vote, the nomination of Mr. Dwayne Burt for Chairman was approved.

Chairman Burt requested nominations for Vice-Chairman. Ms. Strite nominated Mr. Piper. Mr. Hoffmann seconded the nomination.

On a Strite/Hoffman motion/second and carried unanimously on a voice vote, the nomination of Mr. Allen Piper for Vice-Chairman was approved.

2. Meeting Dates:

It is recommended that meeting dates and time for our regular monthly meeting be established during the reorganization in December. Currently, the Joint Operating Committee meets on the 4th Thursday of each month, except for November and December when the Joint Operating Committee meets earlier due to the Thanksgiving and Christmas Holidays. The set time is 7:00 p.m. Any changes will be advertised accordingly.

January 27	May 26	September 22
February 24	June 23	October 27
March 24	July – none	November 16 (3 rd Wednesday)
April 28	August 25	December 14 (2 nd Wednesday)

On a Hoffmann/Piper motion/second, the meeting dates for 2022 were approved on the following roll call vote:

Dr. Schur – YES	Mr. Hoffmann – YES
Mr. Davis – YES	Mr. Yates – YES
Mr. Suders – YES	Ms. Strite – YES
Mr. Piper – YES	Ms. Gaugler – YES
Chairman Burt – YES	

3. Determination and Assignments of Committees for the Calendar Year – 2022

It is recommended the Joint Operating Committee members assign necessary representatives for committees for the Calendar Year 2022. The committees are: Personnel and Negotiation, Budget and Finance and Building and Grounds Committee. The committee meetings are generally held one hour prior to regular JOC meetings. Proposed committee members are as follows:

Personnel & Negotiations: Shannon Yates, Charlie Suders, Ed Norcross

Budget & Finance: Patti Strite, Walter Hoffmann, Joan Smith

Building & Grounds: Allen Piper, Faye Gaugler, Rich Davis

The Reorganization Meeting was adjourned at 7:09 p.m.

The Regular Meeting was called to order by Chairman Burt at 7:10 p.m.

APPROVAL OF THE DECEMBER 15, 2021 AGENDA:

On a Yates/Hoffmann motion/second, the agenda was approved with the addition of a \$2,500 donation to the PNP Capital Campaign presented by Mr. Piper on behalf of Citizens for Responsible Government (see agenda item #3) on the following roll call vote:

Mr. Yates – YES	Mr. Suders – YES
Dr. Schur – YES	Ms. Strite – YES

Mr. Davis – YES
Ms. Gaugler – YES
Chairman Burt – YES

Mr. Piper – YES
Mr. Hoffmann – YES

APPROVAL OF THE NOVEMBER 17, 2021 MINUTES:

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

Ms. Gaugler – YES
Mr. Suders – YES
Mr. Yates – YES
Ms. Strite – YES
Chairman Burt – YES

Mr. Hoffmann – YES
Dr. Schur – YES
Mr. Davis – YES
Mr. Piper – YES

FINANCIAL REPORTS:

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

General Fund	Beginning Balance 11/1/2021	\$	2,121,183.40
	Receipts November 2021	\$	699,950.42
	Expenditures November 2021	\$	(671,545.05)
	Ending Balance 11/30/2021	\$	2,149,588.77
LPN Program	Beginning Balance 11/1/2021	\$	622,190.94
	Receipts November 2021	\$	89,191.03
	Expenditures November 2021	\$	(31,903.58)
	Ending Balance 11/30/2021	\$	679,478.39

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

Mr. Davis – YES
Ms. Gaugler – YES
Mr. Hoffmann – YES
Mr. Piper – YES
Chairman Burt – YES

Mr. Suders – YES
Dr. Schur – YES
Ms. Strite – YES
Mr. Yates – YES

CORRESPONDENCE: None

SUPERINTENDENT OF RECORD REPORT: Mr. Benedick reported that the December Superintendent meeting will be tomorrow at FCCTC. The agenda will be focused on masking and quarantining, especially after the PA Supreme Courts decision to throw out the mask mandate that has been in place from the Department of Health since September. Also, alternative education will be reviewed, especially related to the younger students. Finally, the 2022-23 FCCTC school calendar will be reviewed as the starting point for the other county school districts to use as they complete their school calendars.

ADMINISTRATIVE REPORTS:

Kathleen Rundquist (by Jim Duffey):

- The PNP Capital Campaign has brought in \$447,184, which is 89.44% of the \$500,000 goal.
- Furniture and equipment has been ordered for the student lounge.

- Seeking approval to advertise and interview for some additional adjunct faculty positions that need to be filled.
- Ms. Rundquist will be presenting in February at the Nurse TIMS Conference.

Terry Miller:

- Reviewed the recruitment and student placement process. Introduced Lori Ebersole, who presented on the recruitment that starts in 5th grade and goes through 9th grade that culminates in the student applying to CareerTech for a shop program to attend in 10th grade.

Justin Sholes:

- Reported on discipline trends beginning with the 2017-18 school year.
- Reviewed the COVID trends for the 2021-22 school year.

Jim Duffey:

- Poinsettias available from the Land & Hort program as well as CareerTech clothing from the Marketing program (at cost).
- Reviewed the proposed 2022-23 FCCTC school calendar prior to voting for approval at the January 2022 JOC meeting.

NEW BUSINESS:

Personnel:

1. Employment:

- Approval to advertise for and interview adjunct instructors for the Practical Nursing Program.
- Approval to hire **Amelia Fuentes-Walquer**, 529 Montgomery Ave, Chambersburg, PA as Part-time Bilingual (English/Spanish) Tutor/Assistant at \$18/hour NTE 18 hours/week through the GEER II grant pending receipt of all necessary clearances. This is a grant funded position not to exceed a one-year period starting January 17, 2022.

On a Yates/Hoffmann motion/second, the employment requests for PNP adjunct instructors and the hiring of Amelia Fuentes-Walquer were approved on the following roll call vote:

Mr. Yates – YES	Mr. Suders – YES
Ms. Gaugler – YES	Mr. Davis – YES
Ms. Strite – YES	Mr. Piper – YES
Mr. Hoffman – YES	Dr. Schur – YES
Chairman Burt – YES	

Financial:

2. Program Sponsorship

Approval is sought to renew the following program sponsorships through the General Advisory Committee Marketing Campaign. Mr. Duffey explained the program sponsorship through the GAC to the JOC.

Educational Solutions	Mechatronics Program	\$700
Manitowoc Cranes Company	CIM and Welding Programs	\$1,400

On a Piper/Hoffmann motion/second, the renewal of program sponsorships were approved on the following roll call vote:

Mr. Suders – YES
Mr. Hoffmann – YES
Ms. Strite – YES
Dr. Schur – YES
Chairman Burt - YES

Ms. Gaugler – YES
Mr. Davis – YES
Mr. Piper – YES
Mr. Yates – YES

3. Donation

Approval to accept the donation of a 2006 Ford Focus from Jerry Snyder, 410 West 7th St. Waynesboro PA 17268 to the Auto Technology Program at an estimated value of \$600 and \$2,500 for the PNP Capital Campaign from Citizens for Responsible Government.

On a Hoffmann/Yates motion/second, Chairman Burt asked if there were any questions or comments. Mr. Piper provided an explanation on the donation to the PNP Capital Campaign and where the monies originated. There being no further discussion, the donations were approved on the following roll call vote:

Ms. Strite – YES
Mr. Piper – YES
Ms. Gaugler – YES
Mr. Yates – YES
Chairman Burt – YES

Mr. Davis – YES
Mr. Hoffmann – YES
Dr. Schur – YES
Mr. Suders – YES

4. Solicit for Bid

Approval is sought to solicit for bids for the following items funded by the Supplemental Equipment Grant.

- A. Miller® XMT® 350 CC/CV 208 - 575 Volt Digital Welders 7 Each
- B. Metal Cutting Shear Machine 1 Each

On a Suders/Yates motion/second, the request to solicit for bids was approved on the following roll call vote:

Ms. Strite – YES
Dr. Schur – YES
Mr. Hoffmann – YES
Mr. Suders – YES
Chairman Burt – YES

Mr. Piper – YES
Ms. Gaugler – YES
Mr. Yates – YES
Mr. Davis – YES

Curriculum:

5. Affiliation Agreement

Request approval of an affiliation agreement with Well Span Health for clinical experiences for Medical Assisting students.

Mr. Duffey provided some background on the clinicals for the Medical Assisting students. On a Strite/Hoffmann motion/second, the affiliation agreement with Well Span Health was approved on the following roll call vote:

Ms. Strite – YES
Dr. Schur – YES
Mr. Suders – YES
Mr. Davis – YES

Mr. Piper – YES
Mr. Yates – YES
Ms. Gaugler – YES
Mr. Hoffmann – YES

Chairman Burt – YES

Property:

6. Site Plan – Franklin County Public Safety Training Center

Approval is needed by the Joint Operating Committee to authorize the Chair to sign a land development plan to be submitted to Guilford Township for future expansion of the FCPSTC on land leased by the FCCTC.

Mr. Duffey provided information on the property that Franklin County Public Safety Training Center currently leases. On a Piper/Strite motion/second, the request to authorize the JOC Chair to sign a land development site plan was approved on the following roll call vote:

Mr. Hoffmann – YES	Dr. Schur – YES
Mr. Yates – YES	Mr. Suders – YES
Ms. Strite – YES	Mr. Piper – YES
Ms. Gaugler – YES	Mr. Davis – YES
Chairman Burt – YES	

Solicitor’s Report: None

Addenda: None

Adjournment: There being no further business to discuss, the meeting adjourned at 8:02 p.m.

Respectfully submitted,

Neil D. Rotz
Recording Secretary

aw: 12/20/21