

FRANKLIN COUNTY CAREER AND TECHNOLOGY CENTER  
JOINT OPERATING COMMITTEE  
February 24, 2022 Meeting Minutes

The monthly meeting of the Franklin County Career and Technology Center's Joint Operating Committee was held on Thursday evening, February 24, 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	Chambersburg
	Ed Norcross	Chambersburg
	Walter Hoffmann	Fannett-Metal
	Rich Davis	Greencastle
	Dwayne Burt	Shippensburg
	Charlie Suders	Shippensburg
	Allen Piper	Tuscarora
	Rachel Fortney	Waynesboro
	Patricia Strite	Waynesboro

MEMBERS ABSENT:	Joan Smith	Chambersburg
	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

**RECOGNITION OF VISITORS:** None

**PUBLIC COMMENT:** None

**APPROVAL OF THE FEBRUARY 24, 2022 AGENDA:**

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

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

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

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

Ms. Gaugler – YES	Ms. Fortney – YES
Mr. Hoffmann – YES	Mr. Suders – YES
Mr. Norcross – 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 1/1/2022	\$	1,914,336.26
	Receipts January 2022	\$	2,176,510.51
	Expenditures January 2022	\$	(2,419,323.86)
	Ending Balance 01/31/2022	\$	1,671,522.91
LPN Program	Beginning Balance 1/1/2022	\$	677,434.80
	Receipts January 2022	\$	150,196.86
	Expenditures January 2022	\$	(57,015.61)
	Ending Balance 1/31/2022	\$	770,616.05

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

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

**CORRESPONDENCE:** None

**SUPERINTENDENT OF RECORD REPORT:** Mr. Benedick reported on the February 10, 2022 Superintendent meeting. There is a symposium on mental health scheduled in March. There will be a presentation from a different substitute service in March so that the districts and superintendents can compare it to the current substitute service (ESS). The Health and Safety Plans for each of the districts were reviewed with changes made since the last meeting. The cell phone policies were compared between the school districts. Mr. Duffey updated the superintendents on the FCCTC recruitment and applications received for the 2022-23. Mr. Duffey also spoke about the Director search at FCCTC in addition to Fannett-Metal looking for a new Superintendent.

**ADMINISTRATIVE REPORTS:**

**Kathleen Rundquist:**

- A poster abstract was presented at the Nurse Tim conference
- Graduation is scheduled for March 3, 2022
- The next incoming class will begin on March 7, 2022

**Terry Miller:**

- Reviewed the NOCTI testing results from 2018-19 to the current school year to show trends through the pandemic/school shutdown.

**Justin Sholes:**

- Reviewed the COVID numbers for the current semester to date of in-person instruction days lost.
- Provided highlights from the county-wide principal meeting.
- Discussed the Berkeley County, WV school system touring CMS and FCCTC.

**Jim Duffey:**

- Discussed the grant for a Schools-to-Work Program that he is applying for to help increase the enrollment of the CIM program from Fulton and Adams County secondary students as well as adults from six (6) local businesses. The application is due March 15, 2022 and the grant period is July 1, 2022 through June 30, 2024.

**NEW BUSINESS:**

**Personnel:**

**1. Temporary Employment**

Retroactive approval is needed to use two coop students from the HVAC program to assist with routine maintenance from January 31, 2022 until a new Maintenance Technician is hired.

Nathan Kerstetter, FMSD	Maintenance Helper	\$8.00/Hour
James Bushman, WASD	Maintenance Helper	\$8.00/Hour

On a Hoffmann/Piper motion/second, the temporary employment was approved as presented on the following roll call vote:

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

**2. Employment**

Approval is sought to hire Dana Speaker, 503 East Catherine Street, Chambersburg, PA 17201 as an Adjunct PNP Instructor at \$31.50/Hour.

On a Suders/Hoffmann motion/second, the hiring of Dana Speaker was 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. Hoffmann – YES	Mr. Norcross – YES
Chairman Burt – YES	

**Curriculum:**

**3. Articulation Agreement**

Approval is sought to enter into an agreement with Hagerstown Community College providing college credit for students who successfully complete program requirements of our Information Systems Technology program. A total of 12 credits could be articulated based on successful performance.

On a Suders/Gaugler motion/second, the articulation agreement was approved as presented on the following roll call vote:

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

#### **4. Donation**

Approval is sought to accept the following program sponsorship through the General Advisory Committee Marketing Fund.

Johnnie’s Restaurant	Culinary Arts Program	\$750
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On a Gaugler/Davis motion/second, the donation was approved as presented on the following roll call vote:

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

### **Financial:**

#### **5. Sealed Bid for Excess Material**

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

Uni-Hydro 3/8” Plate Shear	1980	Welding
Meadow Creek Smoker Model SQ-36	2012	Culinary Arts

On a Hoffmann/Suders motion/second, the sealed bid request for excess material was approved as presented on the following roll call vote:

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

**Solicitor’s Report:** None

**Addenda:** There will be an Executive Session for Personnel for the JOC to review factors related to the Director search to replace Mr. Duffey.

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

Respectfully submitted,

Neil D. Rotz  
Recording Secretary

*aw: 3/3/2022*