

**FRANKLIN COUNTY CAREER AND TECHNOLOGY CENTER JOINT
OPERATING COMMITTEE**

PROPOSED AGENDA: August 25, 2022 - 7:00 p.m.

Call to Order

Moment of Silence and Flag Salute

Roll Call

Recognition of Visitors

Public Comment

Approval of the August 25, 2022 Agenda

Approval of June 23, 2022 Meeting Minutes

Financial Reports: General and LPN Accounts

Correspondence

Chief Administrative Officer's Report

Administrative Reports

NEW BUSINESS:

Personnel:

1. Superintendent of Record

Approval is sought for Tara Will, Fannett-Metal School District, to serve a 3 year term as Superintendent of Record of the Franklin County Career and Technology Center for the period July 1, 2022 through June 30, 2025 at a rate of **\$3,000** per year.

2. Substitute Teacher List

Approval is sought for the Substitute Teacher List for the 2022-2023 school year and to add subsequent substitute teachers during the school year to the active list based on the Assistant to the Director's recommendation

3. School Physician

Recommend contracting with Dr. Stephen Flack, Summit Primary Care Suite 203, 12 St. Paul Drive, Chambersburg, PA to serve as the FCCTC School Physician at a rate of \$500 for the 2022-23 school year

4. Adult Education Pay Rates

Approval is sought to accept the adult education pay rates for the 2022-23 school year.

5. Contract Revision

Approval is sought to accept the revised contract for Jim Duffey.

6. Resignation

Approval is required for the resignation of Tara McCartney for personal reasons as a full-time instructor and become an adjunct instructor for the Practical Nursing Program Effective September 3, 2022.

7. Advertise for PNP instructor

Approval is sought to advertise, interview, and hire a full time PNP instructor prior to the next JOC meeting.

8. Hire

Approve is sought to hire of Kahyle LeMay for Maintenance Technician effective August 1, 2022. Step 5 (261 days) - \$30,406 with a termination date of 8/24/2022.

Financial:

9. Non-Resident Tuition Rates

Approval is sought to set the overall Non-Resident Tuition Rate for the 2022-2023 school year at \$8,077/student (Total Budget {\$7,582,730} / 3 Year Avg ADM {938.83}).

10. National School Lunch Program Sponsorship – Chambersburg Area School District

Approval is sought to permit the Chambersburg Area School District to act as sponsoring agency for the FCCTC school lunch program for reimbursement under the National School Breakfast Lunch programs for the 2022-23 school year.

11. School Mental Health & Safety and Security Grant

Approval is sought to allocate 2-year funding of the School Mental Health & Safety and Security grant to the following areas:

- School Security: \$70,000 for updating door locks, visitor security systems, security cameras, PA system improvements.
- Mental Health: \$70,000 mental health counselor and/or training.

12. Disposal of vehicles

Approval is sought to dispose of the Ford Expedition and GMC Envoy due to them being beyond repair.

13. Donation

Approval is sought to accept a donation of miscellaneous HVAC tools and equipment to the HVAC Program. The total value is estimated at \$500.

14. Capital Reserve Expenditures

Approval is sought to pay the following amounts from the Capital Reserve Fund:

- \$18,800.00 to R.A. Hill for general construction work related to the new administrative offices area by removing rolling steel door and furnishing/installing aluminum storefront system
- \$39,230.50 to Tanner Furniture for office furniture and filing cabinets in the new administrative offices

Curriculum:

15. Health and Safety Plan

Reapproval is sought for the Health and Safety Plan of the Franklin County Career and Technology Center. There have been no changes to the plan. Review of the Health and Safety Plan is required every six months during the period of the ESSER grant.

16. Faculty and Student Handbooks

Recommend approval of the Faculty and Student Handbooks for the 2022-2023 School Year. Documents can be reviewed at the following links:

Faculty Handbook –

https://fcctc.sharepoint.com/:w:/s/FCCTCEmployees/ES7APx_UIHxCsIfjtUFhY1EBLzfCY41bw4JiFQfdmlb-FQ?e=K9e981

Student Handbook – <https://www.franklinctc.com/wp-content/uploads/2022/07/2-Student-Handbook-2022-2023.pdf>

17. Memorandum of Understanding – 2022-2023 School Year

Approval is sought for the Memorandum of Understanding between Career and Technical Centers and Participating School Districts and the Bureau of Career and Technical Education for participation in the Technical Assistance (TAP) Program.

Solicitor's Report:

Addendum

Adjourn