

Lycoming Career & Technology Center
Joint Operating Committee
Regular Monthly Public Meeting

The Lycoming Career & Technology Center's Joint Operating Committee held their regular monthly public meeting on August 18, 2022.

Mr. Michael Mamrak, Board President called the meeting to order at 7:01 p.m.

Roll Call:

<u>MEMBER</u>	<u>P/A</u>	<u>ALTERNATE</u>	<u>P/A</u>	<u>DISTRICT</u>
Mr. Michael Mamrak	P	Mrs. Tara Buebendorf		East Lycoming
Mrs. Valerie Komarnicki	A	Dr. Carolyn Strickland	A	Loyalsock
Mr. Dave Shimmel	P	Mr. Dale Ulmer		Montoursville
Mr. David Messenger	P	Mr. Kim Walker		Muncy
Mr. Douglas Whitmoyer	P	Mr. Daniel Truckenmiller		Warrior Run

Others present: Mr. Nathan Minium, Dr. Craig Skaluba, Mr. Christopher Kenyon, Heather Burke, and Patricia Kepner.

MEETING MINUTES

Mr. Messenger moved and Mr. Whitmoyer seconded the motion to accept the meeting minutes from the July 21, 2022 regularly scheduled meeting as presented. The motion carried 4-0.

FINANCIAL REPORTS

Mr. Whitmoyer moved and Mr. Shimmel seconded the motion to approve the financial reports for the period ending July 31, 2022 and the bills from July 15, 2022 to August 11, 2022 to in the amount of \$ 185,660.48 as presented. The motion carried 4-0.

FORMAL ACTION

Mr. Whitmoyer moved and Mr. Messenger seconded the motion to approve the following action items as presented:

- A. LycoCTC goals for the 2022-2023 school year
- B. Minutes from the July 21, 2022 Local Advisory Committee
- C. First reading of LycoCTC policies 237, 351, 704, and 716
- D. The Operational Handbook for the 2022- 2023
- E. Program Offerings/Daily Time sessions for the 2022-2023 school year
- F. The LycoCTC daily substitute list for the 2022-2023
- G. The LycoCTC Emergency Instructional time Plan for the 2022-2023 school year
- H. The LycoCTC Health and Safety Plan for 2022-2023
- I. The job description for the Construction Trades Instructor
- J. the Memorandum of Understanding between the Lycoming Career and Technology Center Joint Operating Committee and the Lycoming Career and Technology Center Education Association

- K. Enrollment in college courses for all LycoCTC instructors for the 2022-2023 school year per instructional staff contract
- L. Susquehanna Transit, Murray Transportation and Loyalsock Township School District as bus contractors for LycoCTC field trips for the 2022-2023 school year
- M. The following salary rates effective August 22, 2022: Mark Nance, paraprofessional, \$12.00 per hour, Martha David, paraprofessional, \$ 12.55 per hour, Kelli Finck, Office Secretary, \$ 13.69 per hour.
- N. Nathan Minium, Executive Director, to serve as the school safety and security coordinator and the agency open records officer for Lycoming Career and Technology Center.

The motions carried 4-0.

ADMINISTRATIVE REPORTS

Facilities/Operations:

We continue to work on the student record management project. We have an end goal for the spring for a more solid plan. We expect to have a proposal from the architect for a feasibility study. The Operational Handbook has been updated. This should provide clear expectations and consistency for the staff. We will be applying for funds for the PCDE grant. We could be eligible to receive \$70,000 for mental health and \$70,000 for physical safety and security.

Curriculum /Programs/Enrollment:

Mr. Minium reviewed the current enrollment and the trends from the last ten years. The Comprehensive Plan is due in March. Mr. Minium is working with teachers and the Local Advisory Committee on this. We will present it to the JOC in February. Career Pathway Review- we will have consultants coming in to work with our instructors. This will tie in to the NOCTI assessments.

Instruction / Professional Development:

The new teacher induction days were held on August 9th and 11th- all feedback was positive. Teachers will report for in-service days starting on August 22nd. We will be having a joint in-service at Northern Tier CTC on the 24th which will also include Susquehanna County CTC.

Upcoming Events:

Teacher In-Service days- August 22nd -24th
First day of school- August 25th

ADDITIONAL INFORMATION

The next Joint Operating Committee Meeting will be held Thursday, September 15, 2022 at 7:00 pm at the Lycoming Career & Technology Center Café.

ADJOURNMENT

With no further business, Mr. Whitmoyer moved and Mr. Shimmel seconded the motion to adjourn at 7:44 pm. The motion carried

4-0

Respectfully submitted,
Lycoming Career & Technology Center



Patricia Kepner: Board Secretary