

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 November 17, 2022.

Mr. Michael Mamrak, Board President called the meeting to order at 7:02 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
Dr. Carolyn Strickland	P			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

**PRESENTATION**

The members viewed a short video presentation featuring Makenna Dunlop, Early Childhood Education student and October Student of the Month.

**MEETING MINUTES**

Mr. Shimmel moved and Dr. Strickland seconded the motion to accept the meeting minutes from the October 20, 2022 regularly scheduled meeting as presented. The motion carried 5-0.

**FINANCIAL REPORTS**

Mr. Whitmoyer moved and Mr. Messenger seconded the motion to approve the financial reports for the period ending October 31, 2022 and the bills from October 31, 2022 to November 10 in the amount of \$186,469.95 as presented. The motion carried 5-0.

**FORMAL ACTION**

Mr. Shimmel moved and Dr. Strickland seconded the motion to approve the following action items as presented:

- A. Second reading of LycoCTC policies 209.1, 247, 338.1 and 620.
- B. The first reading of LycoCTC policies 218.1, 819 (review) and 708 as presented.
- C. The construction/automotive concrete pad project materials with the use of capital reserve funds, at approximately \$3,250.00 as presented.
- D. The replacement of the air compressor in the automotive shop with the use of capital reserve funds, at a revised quote of 11,799.00
- E. The construction/automotive yard fence installation with the use of capital reserve funds, as quoted for \$11,000.00.
- F. The proposal from US employees Benefits Group for ACA reporting.
- G. David Anderson as a member of the Automotive Occupational Advisory Committee.
- H. Nathan C. Minium to attend the 2022 PDE SAS Institute Conference in Hershey, PA on December 5th and 6th. All expenses paid through grant funding.

## **ADMINISTRATIVE REPORTS**

### **Facilities/Operations:**

The architects from Marotta Mains will be presenting at the January board meeting to discuss the future options based on the feasibility study. We will be inviting the Superintendents from the sending districts will be invited to join the presentation as well.

Safety Committee- Lyco received 6 “excellent” ratings on our annual report with recommendations to provide general safety awareness reminders to staff and to implement a provider panel employee acknowledgement sign-off.

### **Curriculum /Programs/Enrollment:**

Current Enrollment as of 11/14/2022 is 312.

Student Recruitment- 9<sup>th</sup> grade presentations are all scheduled and will be completed before winter break.

Supplemental Equipment grant- We will be unable to apply for this grant this year, due to lack of equipment recommendation that meet the grant application guidelines.

National Technical Honor Society- applications have been extended to 11<sup>th</sup> graders this year, and will continue to be open to 12<sup>th</sup> graders who meet the criteria. We are looking to have an induction ceremony in late January.

Skills USA- There are twenty-seven different skills competitions that will be available for students this year. We hope to have a lot of participation this year.

Cooperative Education- We currently have three students out on co-op jobs with several more expected to go out before the second semester.

Comprehensive Plan- Mr. Minium has been working with instructors, staff and students to develop our vision statement. future goals:

- increase industry credentials

- increasing NOCTI scores, particularly for the written part of the exam and for IEP students

- Career goals- working with the sending districts and the students to ensure there is proper placement and the student’s future plans align with the program of study.

### **Instruction / Professional Development:**

Career Readiness- Mrs. Barlett participated in the Career Ready PA meeting on November 10<sup>th</sup>. OSHA will now count as a career pathway. All of our 11<sup>th</sup> and 12<sup>th</sup> grade students will earn their certificate this year, so this will help the sending districts in meeting their criteria for career readiness.

Dual enrollment- Currently, we do not have a Penn College NOW course in place, but Mr. Minium continues to recruit instructors to possibly teach that added curriculum for our third level students.

In-service- next week the instructors will be doing NOCTI test prep, using study guides.

### **Upcoming Events:**

Recruitment Presentations:

- Benton 11/21

- Muncy 11/22

- Warrior Run 11/30

- Loyalsock 12/6

- Montoursville 12/7

- East Lycoming 12/9

Thanksgiving Break- November 24<sup>th</sup>- 28<sup>th</sup>

Lyco Principal’s Meeting- December 8<sup>th</sup>

JOC Meeting- December 15<sup>th</sup>- (the board agreed to meet at 6:00, and the dinner will be at 5:00)

## **ADDITIONAL INFORMATION**

The next Joint Operating Committee Meeting will be held Thursday, December 15, 2022 at 6:00 pm at the Lycoming Career & Technology Center Café.

## **ADJOURNMENT**

With no further business, Mr. Whitmoyer moved and Mr. Messenger seconded the motion to adjourn at 8:11 pm. The motion carried

5-0

Respectfully submitted,  
Lycoming Career & Technology Center

*Patricia Kepner*

Patricia Kepner: Board Secretary