

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 May 18, 2023.

Mr. Douglas Whitmoyer, Board Vice-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
Dr. Carolyn Strickland	P	Mrs. Lynn	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, (by phone) McCormick Law, Heather Burke, and Patricia Kepner

PRESENTATION

Don Main, Marietta Main Architects- Feasibility Study Update

MEETING MINUTES

Mr. Whitmoyer moved and Mr. Messenger seconded the motion to accept the meeting minutes from the April 20, 2023 regularly scheduled meeting as presented. The motion carried 5-0.

FINANCIAL REPORTS

Dr. Strickland moved and Mr. Messenger seconded the motion to approve the financial reports for the period ending April 30, 2023 and the bills from April 14, 2023 to May 11, 2023 in the amount of \$195,975.99 as presented. The motion carried 5-0.

FORMAL ACTION

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

- A. The Final Reading of the general fund proposed operating budget for the 2023-2024 school year.
- B. The lease agreement with the East Lycoming School District in the amount of \$114,275.00
- C. The Business Services Agreement with the East Lycoming School District in the amount of \$45/hour for the 2023-2024 school year.
- D. The Technology Support Services Agreement with the East Lycoming School District in the amount of \$35/hour for the 2023-2024 school year.
- E. The update to the ninth edition of the Health Careers textbook "DHO Health Science" along with MindTap instant access.
- F. Review of LycoCTC policy 816, Social Media.
- G. The team from MYNDDSET (clearances have been received) to assist in the HBI Build YOU! Pilot program in the Construction Trades program during the 2023-2024 school year.
- H. LycoCTC job descriptions for Yearbook Advisor, National Technical Honor Society Advisor, and Dean of Students.
- I. Amanda Williams (Health Careers) and Jeffrey Lee (Automotive) to be members of the Occupational Advisory Committee.

J. Summer hours of Monday-Thursday 8:00-3:30 for the LycoCTC Main office, from June 5- August 14, 2023. The motions carried 5-0.

Mr. Shimmel nominated Mr. Messenger for Board Treasurer for the 2023-2024 school year. There were no further nominations, so Mr. Whitmoyer moved and Dr. Strickland seconded to close the nominations. The motion carried 5-0.

Mr. Whitmoyer moved and Mr. Shimmel seconded the motion to approve Dave Messenger for Board Treasure for the 2023-2024 school year. The motion carried 5-0.

ADMINISTRATIVE REPORTS

Curriculum /Programs/Enrollment:

Current projected enrollment is 356. Mr. Minium discussed student admission policy guidelines for the future- taking a deeper look into applications received as programs reach maximum capacity.

Mr. Minium reviewed senior data. He discussed ways to try to increase the number of graduates who will stay in their field of study, by making sure they have proper placement at the onset of their LycoCTC enrollment.

At the last Professional Advisory Committee meeting, our superintendents had the opportunity to have a discussion with Penn College administration about career and technical programs that are of high interest, what partnerships could be developed with local colleges/companies, and what programs we may consider adding in the future.

Mr. Minium discussed the Perkins Grant and the improvement plan that we received for not meeting performance targets in particular areas, specifically Keystone Literature and Algebra, Nontraditional Student Concentration, Postsecondary Credential, and Skill Attainment. He is working to obtain additional data to help us reach these goals.

There are currently 14 students participating in our cooperative education program. We met our goal of doubling our number from last year.

Instruction / Professional Development:

Jeremy Brown, Criminal Justice Instructor, will be going to a training for industry certifications, including, handcuffing, baton, and OC spray.

Upcoming Events:

Last student day-6/2/23

Local Advisory Committee meeting- 7/20/23

ADDITIONAL INFORMATION

The next Joint Operating Committee Meeting will be held Thursday, June 15, 2023 at 7:00 pm at the Lycoming Career & Technology Center Café.

ADJOURNMENT

With no further business, Mr. Whitmoyer moved and Dr. Strickland seconded the motion to adjourn at 8:42 pm.

The motion carried 5-0.

Respectfully submitted,
Lycoming Career & Technology Center



Patricia Kepner: Board Secretary