

**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 September 21, 2023.

Mr. Michael Mamrak, Board President called the meeting to order at 7:00 p.m.

Roll Call:

<u>MEMBER</u>	<u>P/A</u>	<u>ALTERNATE</u>	<u>P/A</u>	<u>DISTRICT</u>
Mr. Matthew Yoder	P			Benton
Mr. Michael Mamrak	P	Mrs. Tara Buebendorf		East Lycoming
Mrs. Lynn Frey	P	Mr. Hall Gee		Loyalsock
Mr. Dave Shimmel	P	Mr. Dale Ulmer		Montoursville
Mr. David Messenger	P	Mr. Kim Walker		Muncy
Mr. Douglas Whitmoyer	P	Mr. Daniel Truckenmiller	P	Warrior Run

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

PRESENTATION

Student of the Month- Olivia Hockman

MEETING MINUTES

Mr. Whitmoyer moved and Mr. Shimmel seconded the motion to accept the meeting minutes from the August 17, 2023 regularly scheduled meeting as presented. The motion carried 6-0.

FINANCIAL REPORTS

Mr. Shimmel moved and Mr. Yoder seconded the motion to approve the financial reports for the period ending August 31, 2023 and the bills from August 11, 2023 to September 14, 2023 in the amount of \$ 138,160.43 as presented.

FORMAL ACTION

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

- A. The second reading of LycoCTC policies 800, 822, 828, and 830.
- B. The 2023-2024 Occupational Advisory Committee list.
- D. The purchase and installation of additional keyless entry fob access points from Sage Technology at a cost of \$14,853.00 as quoted.
- E. Deborah Currinder, as a member of the Criminal Justice Occupational Advisory Committee.
- F. Alison Mathis, North Hills School District, for the 2024 PSBA President Elect for a one-year term.
- G. Sabrina Baker, Franklin Area School District, for the 2024 PSBA Vice President for a one-year term.
- H. Karen Beck Pooley, Bethlehem Area School District, as the 2024 PSBA Treasurer for a one-year term.
- I. Marsha Pleta, Washington School District, as the Western Zone Representative for a one-year term.
- J. Erik Meredith, East Allegheny School District, as the Section W3 Advisor for a one-year term.
- K. Marianne Neel and Michael Faccineto, as PSBA Insurance Trust Trustees for a three-year term.
- L. Tammy Kriner as a daily substitute for the 2023-2024 school year, pending receipt of clearances.

The motion carried 6-0.

Mr. Whitmoyer moved and Mr. Shimmel seconded the motion to approve letter M. The Emergency Health Services Agreement with the East Lycoming School District in the amount of \$35/hour for the 2023-2024 school year as presented. The motion carried 5-1.

Mr. Whitmoyer moved and Mr. Yoder seconded the motion to approve letter C. The proposal from Marotta -Main Architects to extend the feasibility study at a cost of \$10, 000, to review potential program expansion options and develop the scope of a final project, as presented. The motion carried 5-1.

ADMINISTRATIVE REPORTS

Facilities/Operations:

Mr. Minium explained that our first day was a little later this year to bridge the gap between the starting dates of the sending districts. This later date allowed our instructors and staff extra time to prepare for the start of the year. Mr. Minium expressed his gratitude to the sending districts for their flexibility and understanding.

PCCD Grant- Mr. Minium is working on some security improvements to our facilities- there are several items we are in the process of getting quotes for now, such as new doors, fencing, and lighting around campus. The additional keyless entry fob access points that were approved tonight are also included in the improvement plan.

ESSRS grant – we have been approved to secure and use funds to purchase a school van. This will help us allow more students to go on co-op, who might have transportation constraints.

The Supplemental Equipment Grant is open until October 6th- the instructors are looking through their inventory to see what items they might need replaced or what new items they may need to acquire. They will need to get recommendations from their Occupational Advisory Committees in order to move forward with this.

Curriculum /Programs/Enrollment:

Enrollment is 317, as of today- we budgeted for 290.

Mr. Minium continues to research possible potential new programs. He is surveying current students and will continue to look at the high priority occupation list.

One of our school goals this year will be to develop our curriculum. We are looking to develop a common template for scope and sequence. Mr. Minium is hoping to share this with the sending school counselors by the end of the year, so they can utilize this as a tool when doing their scheduling.

Instruction / Professional Development:

Mr. Minium thanked the districts and counselors for flexibility in allowing our co-op students to change sessions, which will allow them to work longer hours at their co-op placements.

Mark and Robin from HBI were here to kick off the BuildYou! program in the construction class. We are planning a trip to their studios in Danville to work with an influencer to show our students what is possible with social media. We are hoping that a couple of our students will be interested in showcasing their work. Mr. Minium will share more when we have more details.

Communications/Public Relations:

Lycotykes will be starting soon in the morning and afternoon. Early Childhood has a mid-session this year, so those students will divide their time between the AM and PM preschool, so that they can have the experience of working with the preschoolers as well. Our students are excited to have the preschoolers there soon, and are preparing lesson plans, bulletin boards, etc. in anticipation of their start date.

Upcoming Events:

Perkins Improvement Meeting- 10/4

In-service- 10/9

ADDITIONAL INFORMATION

The next Joint Operating Committee Meeting will be held Thursday, October 19, 2023 at 7:00 pm at the Lycoming Career & Technology Center Café.

ADJOURNMENT

With no further business, Mr. Whitmoyer moved and Mr. Messenger seconded the motion to adjourn the regular meeting at 7:46. The motion carried 6-0.

Respectfully submitted,
Lycoming Career & Technology Center

Patricia Kepner

Patricia Kepner: Board Secretary