

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 16, 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	A	Ms. Liz O'Keefe	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. Steven Hill		Muncy
Mr. Douglas Whitmoyer	P	Mr. Daniel Truckenmiller		Warrior Run

Others present: Mr. Nathan Minium, Heather Burke, Mr. Christopher Kenyon, McCormick Law, and Patricia Kepner

**PRESENTATION**

Student of the Month- Abby Laubach  
GSL Government Consulting Team

**MEETING MINUTES**

Mr. Whitmoyer moved and Mr. Shimmel seconded the motion to accept the meeting minutes from the October 19, 2023 regularly scheduled meeting as presented. The motion carried 6-0.

**FINANCIAL REPORTS**

Mr. Whitmoyer moved and Mrs. Frey seconded the motion to approve the financial reports for the period ending October 31, 2023 and the bills from October 13, 2023 to November 9, 2023 in the amount of \$ 190,363.67 as presented. The motion carried 6-0.

**FORMAL ACTION**

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

- A. Jeremy Brown to Intern Certification, effective September 1, 2023, with a salary increase to \$44,795.00, retroactive to that date.
- B. The resignation of Courtney Oldweiler, as of November 17, 2023.
- C. The disposal of items to bid-culinary arts freezer, construction trades mini-excavator.
- D. Brandon Cartwright as a member of the Automotive Technology and Daniel Yoas as a member of the Computer Systems Technology Occupational Advisory Committees.

The motions carried 6-0.

**ADMINISTRATIVE REPORTS**

**Facilities/Operations:**

Mr. Minium gave the update on the feasibility study and the latest meeting with Marotta Main and ELSD Administration to review design plan options.

The Occupational Advisory Committees have made some recommendations for the improvement and maintenance of meeting industry standards related to equipment, resources, and facilities. Mr. Minium will prioritize and review them with the Professional Advisory Committee and will begin to take action on these items in the near future.

**Curriculum /Programs/Enrollment:**

Enrollment is 310 students, as of today. Recently, we had several students withdrawn due to attendance and discipline issues.

We are preparing for recruitment and tours for the upcoming school year. This year we plan to have all of the ninth graders from each of our sending districts visit all of our programs, so they have a better understanding of what Lyco is all about, and what classes we offer. We are also planning an open house for ninth grade parents after the visitations and having a “Lyco table” during the home school lunches with a teacher and/or staff member there to provide information and answer questions in a more informal setting.

**Instruction / Professional Development:**

We have 17 students currently on co-op. We will continue to work on increasing that number as the students finish their task lists, and prepare to go out.

The entire staff attended the Integrated Learning Conference in State College during our in-service day on Thursday, November 9<sup>th</sup>. Mr. Minium shared the results of a survey he conducted with the staff after the conference. We will consider attending as a school again in the future.

Mrs. Shaffer will be teaching a PC NOW course during the second semester for her seniors. If they choose to participate in the MTR 104 Basics of Medical Terminology course, they can earn 3 college credits at Penn College.

We have an in-service on Tuesday, the 21<sup>st</sup> where the teachers will be focusing on their curriculum and specifically, their program syllabi.

**Communications/Public Relations:**

The LycoCTC café will be open to the public tomorrow, November 17th.

**Upcoming Events:**

Teacher In-Service- 11/21

Thanksgiving Break- 11/22-11/27

PAC Meeting -12/7

Principal’s Meeting- 12/14

JOC Dinner Meeting- 12/14

MP 2 Progress Reports- 12/12

**ADDITIONAL INFORMATION**

The next Joint Operating Committee Meeting will be held Thursday, December 14, 2023 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 the regular meeting at 8:05 and reconvene in executive session. The motion carried 6-0.

Respectfully submitted,  
Lycoming Career & Technology Center



Patricia Kepner: Board Secretary