

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 December 14, 2023.

Mr. Michael Mamrak, Board President called the meeting to order at 7:30 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	Ms. Liz O’Keefe		Benton
Mr. Michael Mamrak	P	Mrs. Craig Dudek	P	East Lycoming
Mrs. Lynn Frey	P	Mr. Hal Gee		Loyalsock
Mr. Doug Gardner	P	Mr. Brad Eisenhower	P	Montoursville
Mr. David Messenger	P	Mr. Steven Hill		Muncy
Mr. Daniel Truckenmiller	P	Mrs. Jennifer Rempe		Warrior Run

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

**PRESENTATION**

Student of the Month- Damian Brown

Update on feasibility study/renovation project, possible GSL funding

**FORMAL ACTION-ELECTION OF OFFICERS**

Mrs. Frey moved and Mr. Truckenmiller seconded the motion to appoint Mr. Kenyon as President Pro Temp for the purpose of conducting the election of the Board President for 2024. The motion carried 6-0.

Mr. Messenger nominated Mr. Mamrak for Board President. With no further nominations, Mr. Messenger moved and Mr. Yoder seconded the motion to close nominations and approve Mr. Mamrak for Board President for the 2024 calendar year. The motion carried 6-0.

Mr. Mamrak nominated Mr. Messenger for Vice President. With no further nominations, Mr. Yoder moved and Mrs. Frey seconded the motion to close nominations and approve Mr. Messenger for Vice- President for the 2024 calendar year. The motion carried 6-0.

**MEETING MINUTES**

Mrs. Frey moved and Mr. Messenger seconded the motion to accept the meeting minutes from the November 16, 2023 regularly scheduled meeting as presented. The motion carried 5-0 with one abstention.

**FINANCIAL REPORTS**

Mr. Yoder moved and Mr. Messenger seconded the motion to approve the financial reports for the period ending November 30, 2023 and the bills from November 10, 2023 to December 7, 2023 in the amount of \$857,962.26 as presented. The motion carried 6-0.

**FORMAL ACTION**

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

- B. Penn College dual enrollment course “Medical Terminology” for the 23-24 school year.

- C. Health Careers Articulation Agreement with Commonwealth University.
- D. The 2024 JOC meeting schedule.
- E. Support staff salary adjustments for Kelli Finck, Martha Davis, and Mark Nance from current rate to \$15.00 per hour, effective December 18, 2024.

The motions carried 6-0.

Letter A. was postponed until discussion was held about the possible construction project, feasibility study and R-Cap funding

- A. Mr. Yoder moved and Mr. Eisenhower seconded the motion to approve the contract with GSL Government Consulting, to assist in identifying, securing, and implanting grants currently available from the Commonwealth of Pennsylvania for the construction, rehabilitation, and renovations of LycoCTC program spaces and agree to submission of application in this current round of funding, for a total possible grant award of 5 million.  
The motion carried 6-0.
  
- F. Mr. Yoder moved and Mr. Truckenmiller seconded the motion to add an action item to elect a treasurer for the remainder of the term vacated by Mr. Whitmoyer.  
Mr. Messenger nominated Mr. Yoder. With no further nominations, Mrs. Frey moved and Mr. Truckenmiller seconded the motion to close nominations and elect Mr. Yoder as the treasurer for the remainder of the term.  
The motion carried 6-0.

## ADMINISTRATIVE REPORTS

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

Enrollment is 311 students, as of today.

Visitation plans are in place, and we are ready to go for all of our ninth-grade tours. We hope to have all ninth graders from all districts visit all programs the first week of January. Each district will visit during regular class time for their districts. We will be having an Open House on January 16<sup>th</sup> following the tours to provide an additional opportunity for community and prospective students and their parents to visit and learn more about our programs.

A future programs survey will be distributed to board members, superintendents, high school principals, counselors, current 10<sup>th</sup> and 11<sup>th</sup> LycoCTC students, local advisory committee members, LycoCTC Faculty and Staff, all 9<sup>th</sup> grade students from our sending school districts.

Co-op placements are now up to 17 students from the automotive, construction, culinary, early childhood, and health careers programs.

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

We will have a teacher In-Service on January 15<sup>th</sup>- the instructors will continue to work on curriculum development related to course syllabus writing and mandated training required by ACT 55. We will also review and update school safety measures and procedures.

### **Communications/Public Relations:**

We hosted a "Lunch and Learn" in conjunction with our superintendent's meeting On December 7<sup>th</sup>, and invited local representatives to participate. Mr. Minium shared a presentation focusing on the vision for the future of Career and Technical Education programs at LycoCTC, which was well received by the local Representatives and officials in attendance, including Representative Joe Hamm, Jamie Flick, and Williamsport Chamber of Commerce President, Jason Fink. It was a positive meeting and there was a lot of support for our students, programs, and our vision for the future. We are planning to host a follow up meeting with the Lycoming County Commissioners, who were unable to attend.

**Upcoming Events:**

Teacher In-Service- 1/15

Open House- 1/16 4:30-6:30

Lyco Counselor's Meeting- 1/17

JOC Meeting- 1/18

Skills USA Competitions- 1/18 and 1/19- Penn College

**ADDITIONAL INFORMATION**

The next Joint Operating Committee Meeting will be held Thursday, January 18, 2023 at 7:00 pm at the Lycoming Career & Technology Center Café.

**ADJOURNMENT**

With no further business, Mr. Messenger moved and Mr. Yoder seconded the motion to adjourn the regular meeting at 8:48. The motion carried 6-0.

Respectfully submitted,  
Lycoming Career & Technology Center

*Patricia Kepner*

Patricia Kepner: Board Secretary