

CUMBERLAND PERRY AREA VOCATIONAL TECHNICAL SCHOOL
Joint Operating Committee Minutes
February 26, 2007

The Cumberland Perry Area Vocational Technical School Joint Operating Committee met February 26, 2007, for its regularly scheduled meeting. Mr. H. L. Bishop, Jr., Chairperson, called the meeting, held in the Anthony F. Vicic Memorial Conference Room of the School at 110 Old Willow Mill Road, Mechanicsburg, Pennsylvania, to order at 8:04 p.m., with the Secretary being present.

Members Present Were:

William L. Piper-----	Big Spring
Wilbur E. Wolf, Jr. -----	Big Spring
H.L. Bishop, Jr., 2007 Chairperson -----	Camp Hill
John Jordan -----	Cumberland Valley
Nancy Otstot -----	East Pennsboro
Raymond White -----	Mechanicsburg
Larry Davis (Voting Alternate) -----	Newport
Mark Alan Juliana-----	South Middleton
Tina Brunner -----	Susquenita
William Seibert-----	Upper Adams
E. Kenneth Bair, II -----	West Perry
Jean Rice, 2007 Vice Chairperson -----	West Perry
Lucy Harman-----	West Shore
Kris L. Mailey -----	West Shore
Carol A. Eberhart, Secretary-----	Non member
Tom Dick, Treasurer -----	Non member
Mary Rodman, Administrative Director-----	Non-member
Dr. Glenn Zehner, Chief School Administrator* -----	Non-member

Members Absent Were:

Roger L. Dressler-----	Greenwood
Michael J. Barndt -----	Northern York

Also Attending Were:

Diane Franklin, Principal-----	Cumberland Perry AVTS
Mark Ross, Assistant Principal-----	Cumberland Perry AVTS
Mike Peck, Building and Grounds Supervisor-----	Cumberland Perry AVTS
Sandy Alexander, Mathematics Instructor-----	Cumberland Perry AVTS

CALL TO ORDER

- Mr. H. L. Bishop, Jr., Chairperson, called the meeting to order at 8:04 p.m.

ROLL CALL

- Mrs. Carol Eberhart, JOC Secretary, called the Roll; 14 members were present and 2 members were absent.

APPROVAL OF AGENDA

- Mr. Jordan moved, seconded by Mr. Mailey, to approve the Agenda, as presented, for the February 26, 2007.

By roll call, the vote follows: 14 yes, 0 nay, 2 absent, 0 abstentions.

Immediately prior to voting on Administration Motion #1, the JOC members added the language "*subject to the recommendation of the Personnel Committee*".

INTRODUCTION AND RECOGNITION OF PUBLIC

- Mr. Bishop welcomed Sandy Alexander, CPAVTS Mathematics Instructor, to the meeting.

MINUTES

- Mr. Wolf moved, seconded by Mr. White, to approve the Minutes of the January 22, 2007, meeting.

By roll call, the vote follows: 14 ayes, 0 nay, 2 absent, 0 abstentions.

TREASURER'S REPORT

Mr. Dick presented the Treasurer's Report ending January 31, 2007, **(Display #1)** showing a total for Cash and Investments of \$1,423,050.19 (General Fund), \$25,937.49 (Cafeteria), \$31,378.92 (Activity Fund), \$30,169.32 (Production Account), and \$428,247.79 (Capital Reserve); Bills Presented for Ratification from January 13, 2007, through February 16, 2007, **(Display #2)**; Bills Presented for Payment from January 13, 2007, through February 16, 2007, **(Display #3)**; Student Activity Account Report from January 10, 2007, through February 16, 2007, **(Display #4)**; and, Production Account Reports for January 21, 2007, and February 16, 2007, **(Display #5)**.

- Mrs. Otstot moved, seconded by Mr. Mailey, that Display #'s 1, 2, 3, 4 and 5 of the Treasurer's Report be approved.

By roll call the vote follows: 14 ayes, 0 nay, 2 absent, 0 abstentions.

CHAIRPERSON'S REPORT

- Mr. Bishop advised the JOC that a 2-page article, with pictures, featuring the CPAVTS students and the Showcase Home at the PA Home Builders Show were included in a recent issue of Harrisburg Magazine. He stated that he would drop off his copy of the magazine at the CPAVTS Administration Office.

DIRECTOR'S REPORT

- Mary Rodman gave the JOC the following verbal report in addition to her written report (Miscellaneous section, Item A):
 - Andrew Stoak, Advertising Art & Design/Susquenita, designed a logo for PETE & C (Pennsylvania Educational Expo). His logo was one of six selected from over 400 entries to go to the conference for judging.

- The Masonry students are working with the Advertising Art and Design students on a 5'4" high x 3' wide Masonry sculpture. Kelly Zeigler, Glen-Gery Corp., donated the raw brick for the sculpture as well as the cost and the process of having the brick fired. The sculpture will be permanently attached to a wall outside of the Masonry program. Congratulations to Dave Williamson, Masonry Instructor, and Wendy Lenker-Badorf, Advertising Art & Design Instructor, for taking on this project and to the students involved in the project.
- The NATEF Evaluation of the Diesel program was held on Feb. 12th. The program passed. Mary stated that the Evaluator was very impressed with the equipment and facilities. Congratulations to Tom Wolfe and Tom Close, Diesel Technology Instructors.
- Kudos to Wendy Lenker-Badorf, Advertising Art & Design Instructor, for submitting her application for certification to the GAERF (Graphic Arts Education & Research Foundation). Perkins funds will cover the \$1800.00 application fee to receive this industry certification. Ron Atticks is currently undergoing GAERF certification. All teachers are encouraged to obtain industry certification for their programs.

ADMINISTRATOR'S REPORTS – Mary Rodman advised the JOC that the Administrators' Reports are included in the Miscellaneous section, Item B, of the Agenda packets. The following verbal reports were given:

▪ **Diane Franklin, Principal, reported the following:**

- The snow storm the week before the PA Home Show set up brought a huge challenge to Jody Snider and the CPAVTS Carpentry students. The house they needed to move was covered in snow and ice outside and the roof was still erected inside; which, combined with the three days that school was cancelled due to the storm, set them behind schedule. Thanks to the twenty-five (25) CPAVTS staff members plus their spouses and children who volunteered their time to help, the house was completed on schedule. Mr. Snider is very appreciative of all the help they received. Ms. Franklin stated that Jody Snider reported that approximately 8,000 people went through the home on Saturday!
- Susan Smith, Child Care/Susquenita, won first place in the PAVESNP Life/Work Challenge. She will be awarded \$500.00.
- Jody Snider and six (6) CPAVTS students (3 boys and 3 girls) attended the International Builders Show in Orlando, Florida. The 6-person team was named Secondary School Champions in the Residential Construction Competition.
- Advertising Art & Design students, Ashlyn Shotsberger (NP) and Theresa Nguyen (SM), won Silver Key Awards in the PA Scholastic Art Awards. Ashlyn won for her wedding invitation design and Theresa won for her self-portrait.
- Thirty-four (34) CPAVTS students competed in the SkillsUSA Regional Competition. Six (6) of the students qualified to compete in the state competition. CPAVTS had twelve (12) second place winners and three (3) third place winners, with a total of twenty (20) medal winners. Congratulations and thanks to Al Parrillo and Joe Knouse, SkillsUSA Advisors, for their hard work and dedication!
- CPAVTS had 203 students out of 948 on the 2nd Quarter Honor Roll.
- CPAVTS received a thank you note from the parents of Ian Dagan. Ian was an Automotive Collision Technology student from the Cumberland Valley School District who was involved in an automobile accident. CPAVTS staff and students collected money for Ian and his family while he was hospitalized. Ian recently succumbed to his injuries.

▪ **Mark Ross, Assistant Principal:**

- Mr. Ross was very impressed with all of the volunteers, especially the CPAVTS students, who helped with the Showcase Home project. He stated that numerous students showed up even though school had been cancelled.

▪ **Cheryl Beaudoin, Supervisor of Pupil Personnel Services:**

- Mrs. Beaudoin was not in attendance at the meeting.

▪ **Mike Peck, Supervisor of Building and Grounds**

- No report given.

ITEMS OF BUSINESS

PERSONNEL/FINANCE/CURRICULUM

Personnel

Mr. Jordan moved, seconded by Mr. Wolf, to

- approve a leave of absence for Tiara Laman, Health Room Assistant, for a maximum of twelve (12) weeks, effective March 19, 2007, in accordance with the Family Medical Leave Act and JOC Policy #535.
- ratify a leave of absence for Theresa Bottorf, Administrative Office Receptionist, for a maximum of twelve (12) weeks, effective December 19, 2006, in accordance with the Family Medical Leave Act and JOC Policy #535.
- ratify the employment of Elizabeth Hensch as a Clerical Aide at the hourly rate of \$8.65, effective February 5, 2007.
- approve Leah Easterday as a Substitute Teacher, effective February 27, 2007.
- extend the probationary period for Gary Schreiber, Custodian, for a maximum of ninety (90) additional days, effective February 28, 2007, through May 28, 2007.
- ratify the resignation of Judy Baker, Cafeteria Worker, effective February 5, 2007.

By roll call the vote follows: 14 ayes, 0 nay, 2 absent, 0 abstentions.

Finance

Mr. Jordan moved, seconded by Mrs. Otstot, to

- approve the use of inGroup and Hartman, Underhill and Brubaker, LLP, as consultants during the process of negotiating the Collective Bargaining Agreement for a maximum total of seventy-five (75) hours at \$60.00 per hour and \$125.00 per hour, respectively.
- approve Budget Transfers, as incorporated by reference. **(Display 6)**
- authorize the Administration to participate in the 2007-08 Joint Purchasing Agreements with the IU #12, IU #13, IU #15, IU #16, PEPPM and the PA Department of General Services State approved contracts.
- authorize the Administration to advertise and solicit bids for consumable supplies and equipment for the 2007-08 school year.

By roll call the vote follows: 14 ayes, 0 nay, 2 absent, 0 abstentions.

Curriculum

Mr. Jordan moved, seconded by Mr. Mailey, to

- ratify the donation of a 1991 Ford, VIN #1FACP5OU1MA245601, valued at approximately \$925.00, from Luigi F. Leone for use in the Automotive Technology program.
- approve the attendance of Chris Champion, CPAVTS Computer Information Systems Instructor, at the National Education Computing Conference in Atlanta, Georgia, from June 22-29, 2007, at a cost to the School not to exceed \$500.00.
- approve the attendance of Al Parrillo and Joe Knouse, SkillsUSA Advisors, and all eligible students at the SkillsUSA State Conference in Allentown, PA, from March 28-30, 2007, at a cost to the School not to exceed \$1,700.00.
- accept the donation of specialty bricks and masonry supply materials, valued at \$3,659.26, from Mike Starner for use in the Masonry program.

By roll call the vote follows: 14 ayes, 0 nay, 2 absent, 0 abstentions.

BUILDING AND GROUNDS

Mrs. Rice moved, seconded by Mr. Wolf, to

- award bid(s) for the purchase of Automotive Technology equipment funded by the Capital Reserve and matching state equipment grant funds:

<u>Vendor</u>	<u>Equipment</u>	<u>Cost</u>
Turner Hydraulics, Inc.	Computer Wheel Alignment System	\$35,553.61
American Tire Distributors	On-Car Brake Lathe	\$ 6,895.00

- award the bid for the purchase of Electrical Construction Maintenance equipment funded by the Capital Reserve and matching state equipment grant funds:

<u>Vendor</u>	<u>Equipment</u>	<u>Cost</u>
Advanced Technologies Consultants, Inc.	Industrial Wiring Training System	\$22,950.00

- reject the bid(s) of the vendor(s) listed for Automotive Collision Technology equipment funded by the Capital Reserve and matching state equipment grant funds.

<u>Vendor</u>	<u>Equipment</u>	<u>Cost</u>
WD Services, Inc.	Paint Spray Booth	\$106,000
	Paint Prep Station	\$ 22,500
	Paint Mixing Room	\$ 20,000

- authorize Administration to award bid(s) funded by the Capital Reserve and matching state equipment grant funds to the lowest bidder up to a maximum of \$84,600 for all or one piece of Automotive Collision Technology equipment, subject to approval for the change by the Bureau of Career & Technical Education and ratification by the Joint Operating Committee at the next scheduled meeting.
- approve the purchase of Dental Assistant equipment funded by the Capital Reserve and matching state equipment grant funds from the vendor below as the sole source provider of this equipment:

<u>Vendor</u>	<u>Equipment</u>	<u>Cost</u>
Dentsply Rinn	Plastic Head DXTTR	\$6,844.82
Dentsply Rinn	Human Skull DXTTR	\$6,203.95

- award the bid for the purchase of Graphic Communications equipment funded by the Capital Reserve and matching state equipment grant funds, pending approval by the Bureau of Career and Technical Education of the cost to be charged to the matching state equipment grant:

<u>Vendor</u>	<u>Equipment</u>	<u>Cost</u>
Brett Graphics	Shrink Wrap Unit	\$4,657.00

- award the bid for the purchase of Heating, Ventilation, Air Conditioning and Refrigeration equipment funded by the Capital Reserve and matching state equipment grant funds:

<u>Vendor</u>	<u>Equipment</u>	<u>Cost</u>
Allegheny Educational Systems, Inc.	Industrial Controls Training System	\$6,540.00

- approve the purchase of Maintenance Department equipment from the PA Department of General Services State Approved Bid List and funded by the Capital Reserve fund:

<u>Vendor</u>	<u>Equipment</u>	<u>Cost</u>
Forklift, Inc., Mechanicsburg, PA	AF50LP Nissan	\$26,028.69
John Deere Co., Carry, NC	John Deere 4720 Tractor	\$30,792.00
Landmark Equipment, Carlisle, PA	Lorenz 630 Snow Blower	\$ 7,350.00

By roll call the vote follows: 14 ayes, 0 nay, 2 absent, 0 abstentions.

ADMINISTRATIVE

Mrs. Rice moved, seconded by Mr. Davis, to

- accept revisions to the following policies, for a 1st Reading, as incorporated by reference:

Policy #235, Student Rights/Surveys	(Display 7)
Policy #246, Student Wellness	(Display 8)

- approve submission of two (2) separate grant applications to the PA Department of Environmental Protection in the amount of \$2,000.00 each.
- ratify curriculum work completed beyond the instructional day or on June 8, 2007, as the contractual make-up date for February 14, and ratify March 9, and April 5, 2007, as the instructional make-up dates for February 15, and February 16, 2007, respectively.
- ratify the following individuals, as listed, as new members of the Occupational Advisory Committee, effective with the 2006-07 school year:

Keith Bell	Advertising Art & Design
Michael Butcher	Auto Collision Technology
Robert E. Harris	Auto Collision Technology
Vivian Green	Auto Collision Technology
Christopher Hinton	Carpentry
Tyler G. Hill	Carpentry
Andy McCrea	Carpentry
Terry Mishler	Computer Information Systems
Kim Martin	Cosmetology
Morgan Hoffman	Dental Assistant
Lauren Maggs	Dental Assistant
Kim Pentz	Dental Assistant
William Smith	Electrical Construction & Maintenance
William Mack	Electronics Engineering Technology
Earl C. Myers	Electronics Engineering Technology
Larry Wasser	Electronics Engineering Technology
Maria Martinez	Graphic Communications
Richard Good	Masonry
Tania Srouji	Office Technologies

- accept the Occupational Advisory Committee Summary Report and Administrative Actions, as incorporated by reference. **(Display 10)**

By roll call the vote follows: 14 ayes, 0 nay, 2 absent, 0 abstentions.

Mr. Wolf moved, seconded by Mr. Mailey, to

- adopt the PSBA Standards for Effective School Governance, as incorporated by reference. **(Display 9)**

By roll call the vote follows: 12 ayes, 2 nays, 2 absent, 0 abstentions. *(the nay votes being Mrs. Rice and Mr. Bair)*

Mr. Davis moved, seconded by Mr. Wolf, to

- authorize Administration to begin implementation of the Committed to Excellence grant upon PDE approval of the grant award.

By roll call the vote follows: 13 ayes, 1 nay, 2 absent, 0 abstentions. *(the nay vote being Mr. Bair)*

OTHER BUSINESS

Mrs. Rice moved, seconded by Mrs. Harman, to (Prior to the vote, the language “*subject to the recommendation of the Personnel Committee*” was added to this motion)

- approve the cancellation of the March 26, 2007, meeting of the Joint Operating Committee, subject to the recommendation of the Personnel Committee.

By roll call the vote follows: 14 ayes, 0 nay, 2 absent, 0 abstentions.

Mr. Wolf moved, seconded by Mr. Jordan, to

- authorize the Administration to pay all bills subject to ratification at the April 23, 2007, meeting of the Joint Operating Committee.

By roll call the vote follows: 14 ayes, 0 nay, 2 absent, 0 abstentions.

FUTURE AGENDA ITEM(S)

- None

Nancy Otstot, East Pennsboro School District, invited everyone to attend the East Pennsboro performance of The Will Rogers Follies, on Friday, March 16, 2007, at 7:30 p.m.; Saturday, March 17, 2007, at 7:30 p.m.; and, Sunday, March 18, 2007, at 3:00 p.m.

The next Regularly Scheduled JOC Meeting will be held on Monday, March 26, 2007, or April 23, 2007:

<i>Dinner</i>	<i>6:00 p.m.</i>
<i>Work Session</i>	<i>6:30 p.m.</i>
<i>Regular Meeting</i>	<i>7:30 p.m.</i>

ADJOURNMENT

- There being no further business, Mr. Wolf moved, seconded by Mr. White, that the meeting adjourn. By unanimous consent, the meeting adjourned at 8:25 p.m.

Mrs. Carol A. Eberhart
JOC Secretary

Mr. H. L. Bishop, Jr.
2007 Chairperson