

**COLUMBIA-MONTOUR AVTS  
JOINT OPERATING COMMITTEE  
December 19, 2017 - Minutes**

**CALL TO ORDER**

**PLEDGE TO THE FLAG**

*The regular December meeting of the CMAVTS Joint Operating Committee was held on the above date in the CMAVTS Library. Chairperson Yeager called the meeting to order at 6:30p.m. with the pledge to the flag.*

**ROLL CALL**

**Mr. William Berger** (Millville) – Present

**Mr. Kevin Brouse** (Danville) - Present

**Mr. Charles C. Chyko** (Treasurer/Central) - Absent

**Mr. Robert Fogarty** (Vice-Chair/Central) - Present

**Ms. Colleen Eves** (Millville) - Present

**Mrs. Kathleen DeYong** (Benton) - Present

**Mr. Bruce Hess** (Benton) - Present

**Mrs. Tina Howell** (Bloomsburg) - Present

**Mr. Randy Keister** (Danville) - Present

**Mr. Keith Hess** (Berwick) - Present

**Mr. Daniel McGann** (Berwick) - Present

**Mr. Mike Yeager** (Chairperson/Southern) - Present

**Mr. Joe Yodock** (Bloomsburg) - Absent

*Others present: Holly Diltz, James Kofskie, Darla Conklin*

**AGENDA HEARING PERIOD:** *None*

**EXECUTIVE SESSION**

**Recommendation:** **Enter into an Executive Session to discuss personnel issues.**

*Motion by Mr. Fogarty and seconded by Mr. Keister to enter into Executive Session at 6:36pm to discuss discipline, personnel issues and real estate. An affirmative voice vote was taken.*

**REGULAR SESSION**

**Recommendation:** **Return to Regular Session.**

*Motion by Mr. Chyko and seconded by Mr. Keister to return to regular session at 7:28pm. An affirmative voice vote was taken.*

**ANNUAL REORGANIZATION**

**ELECTION OF A TEMPORARY CHAIRPERSON**

*Mr. Fogarty nominated Mr. McGann as temporary chairperson. The nomination was seconded by Mr. Keister. Motion by Mr. Hess and seconded by Mr. Fogarty to close the nominations. An affirmative voice vote was taken.*

**ELECTION OF A CHAIRPERSON**

*Mr. Fogarty nominated Mr. Yeager as chairperson. The nomination was seconded by Mr. Keister. Motion by Mr. Hess and seconded by Mr. Fogarty to close the nominations. An affirmative voice vote was taken.*

**ELECTION OF A VICE CHAIRPERSON**

*Mr. Hess nominated Mr. Fogarty as vice chairperson. The nomination was seconded by Mr. Keister. Motion by Mr. Hess and seconded by Mr. Fogarty to close the nominations. An affirmative voice vote was taken.*

**ELECTION OF TREASURER**

*Mr. Fogarty nominated Mr. Chyko as treasurer. The nomination was seconded by Mr. Keister. Motion by Mr. Keister and seconded by Mr. Hess to close the nominations. An affirmative voice vote was taken.*

**APPROVAL OF MINUTES – (Pages 5 - 7)**

**Recommendation: Approve the minutes of the November 21, 2017 meeting as written.**

**ACCEPTANCE OF TREASURER’S REPORT – (Page 8)**

**Recommendation: Accept the Treasurer’s Report for November 2017 as presented.**

**APPROVAL OF BILLS – (Pages 9 - 14)**

**Recommendation: Approve the bills as presented.**

**ACCEPTANCE OF BUSINESS MANAGER’S REPORT – (Pages 15 – 33)**

**Recommendation: Accept the November 2017 Business Manager’s Report as presented.**

*Motion by Mr. Fogarty and seconded by Mr. Brouse to approve the minutes of the November 21, 2017 meeting as written, to accept the treasurer’s report for November 2017 as presented, approve the bills as presented and accept the November 2017 Business Manager’s Report as presented. A roll call vote was taken with 11 yes and 0 no.*

**ADMINISTRATIVE REPORT – Director**

**Item 1. Administration Reports**

- A. Administrative Director’s Update – Mr. Bacher**
- B. Principal’s Report – Mrs. Shipman**
- C. Student Services Report - Ms. Parsons**
- D. Special Education Director’s Report – Mr. Dunkelberger**
- E. Director of Technology Report – Mr. Adams**
- F. Adult/Industry Education Report – Ms. Gillespie**
- G. Enrollment Report – Addendum A**
- H. Cooperative Education Report – Addendum B**
- I. Correspondence – Addendum C**
- J. Superintendent of Record Report – Ms. Jenkins**

**Item 2. Budget Timeline Schedule**

December 2017	Consideration of Budget requests to Staff
December 2017 - January 2018	Formation of Budget by CMAVTS Administration
January 5, 2018	Review of preliminary budget by PAC
January 16, 2018	Review of preliminary budget by JOC
February 2018	Final formulation
February 9, 2018	Final review by PAC
February 20, 2018	Final review by JOC / Action by JOC for Release
March 2018	Review / Approval by District Boards
April 2018	Report of District Board Action to JOC

**Item 3. Personnel**

**A. Substitute – Addendum G**

**Recommendation: Approve Linda Brewer to be added to the academic substitute teacher list. All clearances on file.**

**B. Spanish Teacher – Addendum H**

**Recommendation: Hire Robyn Ryman as a part-time, 6/9 Spanish Teacher at step 1, class 1 with a salary of \$28,333.00 per the collective bargaining agreement, pending receipt of all clearances.**

**C. New Occupational Advisory Committee Member**

**Recommendation:** Approve Hannah Creveling, Geisinger Athletic Trainer, to be added to the school's Occupational Advisory Committee for Health Professionals and Related Clinical Sciences program.

**Item 4. OAC Minutes – Addendum D**

**Recommendation:** Approve the OAC minutes for the Health Professionals and Related Clinical Sciences meeting.

**Item 5. Out of state Field Trip**

**Recommendation:** Approve 30 Cosmetology students, instructor, 3 employees and 11 chaperones to attend a Hair Show in New York City, NY at the Jacob Javits Center on March 6, 2018 at no cost to the school.

*Motion by Mr. Keister and seconded by Mr. McGann to approve Item 3. A, B, C; Item 4 and Item 5 as recommended.*

**Item 6. Committee Reports**

**A. Policy - Mr. Bacher will be sending an e-mail to JOC members to accept volunteers for the committee.**

**B. Negotiation – Mr. Keister**

**Contract – Addendum E**

**Recommendation:** Approve the CMVTS ESP Contract.

*Motion by Mr. Keister and seconded by Mr. McGann to approve the CMVTS ESP Contract. A roll call vote was taken with 11 yes and 0 no.*

**C. Curriculum – Mr. Yeager**

**339 Plan – Addendum F**

**Recommendation:** Approve the 339 Plan as presented.

*Motion by Mr. Yeager and seconded by Mr. Fogarty to approve the 339 Plan as presented. A roll call vote was taken with 11 yes and 0 no.*

**D. Budget & Finance – Mr. Chyko / no report at this time.**

**Board Comment:** None

**Recognition of the Public:** None

**Upcoming Events:**

Christmas Break	Friday, December 22, 2017 thru January 1, 2018
PAC Meeting	Friday, January 5, 2018 at 9:30am
Act 80 Day	Monday, January 15, 2018
JOC Meeting	Tuesday, January 16, 2018 at 6:30pm

**Adjournment:**

*Motion by Mr. Fogarty and seconded by Mrs. Keister to adjourn the regular December 19, 2017 meeting at 7:53pm. An affirmative voice vote was taken.*

*Respectfully Submitted,*

*Tony Lylo, Board Secretary*

*MAL/tg*