

**COLUMBIA-MONTOUR AVTS
JOINT OPERATING COMMITTEE
November 21, 2017 - Minutes**

CALL TO ORDER

PLEDGE TO THE FLAG

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

ROLL CALL

Mr. William Berger (Millville)

Mr. Charles C. Chyko (Treasurer/Central)

Mr. Robert Fogarty
(Vice-Chairperson /Central)

Mr. Greg Gordner (Millville)

Mr. Brandon Hartman (Benton)

Mr. Bruce Hess (Benton)

Mr. Jonathan Jones (Bloomsburg)

Mr. Randy Keister (Danville)

Mr. Jon Morell (Berwick)

Mr. Daniel McGann (Berwick)

Mr. Mike Yeager (Chairperson/Southern)

Mr. John Yocum (Southern)

Mr. Joe Yodock (Bloomsburg)

Others present: Marla Conklin, James Kofskie

AGENDA HEARING PERIOD: *none*

APPROVAL OF MINUTES – (Pages 5 - 7)

Recommendation: Approve the minutes of the October 17, 2017 meeting as written.

APPROVAL OF OAC MINUTES – (electronic copy/ hard copy upon request)

Recommendation: Accept the minutes of the Occupational Advisory Committees Fall 2017 meetings as presented.

ACCEPTANCE OF TREASURER'S REPORT – (Page 8)

Recommendation: Accept the Treasurer's Report for October 2017 as presented.

APPROVAL OF BILLS – (Pages 9 - 16)

Recommendation: Approve the bills as presented.

ACCEPTANCE OF BUSINESS MANAGER'S REPORT – (Pages 17 – 35)

Recommendation: Accept the October 2017 Business Manager's Report as presented.

Motion by Mr. Chyko and seconded by Mr. Berger to approve the October 17, 2017 minutes as written, accept the minutes of the Occupational Advisory Committees Fall 2017 meetings as presented, accept the Treasurer's Report for October 2017 as presented, approve the bills as presented and accept the October 2017 Business Manager's Report as presented. A roll call vote was taken with 1 yes and 1 abstention (Mr. Morell).

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 - C**
- J. Superintendent of Record Report** – Ms. Jenkins

Item 2. Personnel

A. Substitute – Addendum D

Recommendation: Approve adding Michelle Gibson to the Vocational Substitute list. All clearances on file.

B. Substitute – Addendum E

Recommendation: Approve adding Carla Marsters to the Vocational/Nurse Substitute list. All clearances on file.

C. FMLA

Recommendation: Approve Family Medical Leave for Employee B commencing 9/11/2017. According to Board Policy 435 any employee may apply for twelve weeks unpaid leave because of a serious health condition. Medical benefits are maintained during the unpaid Family Medical Leave.

Item 3. New Occupational Advisory Committee Members

Recommendation: Approve the following additions to the school’s Occupational Advisory Committee.

Health Science

Jennifer Nieves Signature Healthcare
Thomas Kase Signature Healthcare
Amber Daily Signature Healthcare

Health Professionals

Jennifer Roesch CMAVTS Teacher
Kathleen Phillips Geisinger Medical Center
Noreen Chikotas Bloom University/Nursing

Welding

Nelson Cameron LDI / Bunge’s Meats

Electrical Occupations

Dennis Eisenhauer Geisinger Medical Center

Cosmetology

Marsha Duman Regis Corporation
Megan Bird Regis Corporation
Ann Darcangelo Empire Beauty School

Printing Technology

Mercedes Welliver Berwick Offray
Trevor Houseweart Berwick Offray
Carnie Guasto Bayard Printing

Automotive Repair/Refinishing

Bryan Hiller CMAVTS Teacher
Thomas Quick, Jr. Geisinger Health System

Drafting and Design

Dale Miller American Technology Systems
Christina Miller Strayer Contracting, Inc.

Motion by Mr. Chyko and seconded by Mr. McGann to approve Item 2. A, B, C and Item 3. as recommended. A roll call vote was taken with 11 yes and 0 no.

Item 4. Committee Reports

A. Policy – Brandon Hartman

Administrative Guidelines – Addendum F

Recommendation: Approve the changes to the Administrative Guidelines for Policy #201 Student Admissions as presented.

Motion by Mr. Hartman and seconded by Mr. Chyko to approve the changes to the Administrative Guidelines for Policy #204 Student Admissions as presented. Mr. McGann asked if there was sufficient time for acceptance. Mr. Bacher assured that there was ample response time and counselors and/or administration also follow up with those students who have not given a response by the deadline date. An affirmative voice vote was taken.

B. Negotiation – Mr. Keister/absent – Mr. Fogarty reported that we are very close to a tentative agreement.

- C. **Curriculum** – Mr. Yeager / the committee will meet before the JOC meeting at 5:00pm in the library. We are working with Sandy Himes through the Technical Assistance Program to look at vocation programs and classroom practices to increase student engagement. She was in the building visiting teachers last Thursday. Carolyn Helm who trained our teachers on T-Charts in ELA was in the building last Thursday and Friday to touch base with the teachers that attended that training. Carolyn and Sandy worked together to develop a plan that addresses our need areas in meaningful and manageable steps without creating double work for the teachers effected. Focus is on giving students the skills to attack and understand print material that goes with their specific trade. Administration is meeting with the Math department to better align our Algebra curriculum to the standards that are tested through the Keystone Exams. Similar discussions have started with the Science department chair and meeting will begin with the entire department in December. We are looking to better align curricula to ensure that whatever teacher a student has for a course, they will receive the benefit of the same content.

- D. **Budget & Finance** – Mr. Chyko / Mr. Bacher reported that preliminary budget sheets have been distributed to department heads and are due by December 14, 2017.

Board Comment: *Upon request from Mr. Yeager, Mr. Bacher explained to the board that it was recommended by the Printing Technology OAC members that certification earned by students in the program be dropped. It is not a high priority occupation and the time required to achieve certification is not necessary. He explained that waiting area chairs requested by the Cosmetology are not a priority at this time. The salon has received new counters and cabinets.*

Recognition of the Public: *none*

Upcoming Events:

<p>Thanksgiving Break PAC Meeting JOC Meeting</p>	<p>Thursday November 23 thru Monday November 27 Friday December 8, 2017 at 9:30am Tuesday December 19, 2017 at 6:30pm</p>
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Adjournment:

Motion by Mr. Chyko and seconded by Mr. Yodock to adjourn the regular November 21, 2017 meeting at 7:07pm. An affirmative voice vote was taken.

Respectfully Submitted,

Tony Lylo, Board Secretary

MAL/tg