

Somerset County Technology Center Joint Operating Committee

Meeting Minutes: 6/15/2023

The monthly meeting of the Somerset County Technology Center Joint Operating Committee was held on Thursday evening, 6/15/2023. The meeting was called to order at 7:00 p.m., by Dorothy Gindlesperger.

I. Call to Order

A. **Pledge of Allegiance** - Dorothy Gindlesperger led all present in the Pledge of Allegiance.

- **Roll Call** - Of the eight member districts, roll call showed a total of five districts were represented as follows:

Members:

<input type="checkbox"/>	Donna Dively	Berlin Area
<input type="checkbox"/>	Ron Donaldson	Meyersdale Area
<input checked="" type="checkbox"/>	Cindy West	North Star Area- Kathy Shaffer, Alternate
<input type="checkbox"/>	Noah Wareham	Rockwood
<input checked="" type="checkbox"/>	Brad Younkin	Shanksville-Stonycreek Area
<input checked="" type="checkbox"/>	Jessica Sizemore	Somerset Area
<input type="checkbox"/>	Bert Ries	Somerset Area
<input checked="" type="checkbox"/>	Michael Diehl	Turkeyfoot Valley Area
<input checked="" type="checkbox"/>	Dorothy Gindlesperger	Shade-Central City Area

Introductions/Visitors:

<input checked="" type="checkbox"/>	Karen Remick	Administrative Director - SCTC
<input type="checkbox"/>	Matthew Danel	Principal - SCTC
<input type="checkbox"/>	Dr. Samuel Romesberg	Superintendent of Record
<input checked="" type="checkbox"/>	Sherry Shaw	Fiscal Manager - SCTC
<input checked="" type="checkbox"/>	Heidi Petrosky	Director of Adult Education - SCTC
<input checked="" type="checkbox"/>	Others:	
	Al Conrad	Maintenance Supervisor

II. Public Comment

III. Acceptance of Agenda and Agenda Items:

A motion by Michael Diehl, seconded by Jessica Sizemore, prevailed to accept the agenda and agenda items as presented. Section 508 vote: All delegates present voted in the affirmative; motion carried.

IV. Executive Session

A motion by Brad Younkin, seconded by Michael Diehl, prevailed to go into executive session for personnel reasons at 7:00 p.m. – 7:20 p.m.

V. Minutes:

A motion by Michael Diehl, seconded by Jessica Sizemore, prevailed to approve the minutes of the regularly scheduled Joint Operating Committee meeting held 5/18/2023. Section 508 vote: All delegates present voted in the affirmative; motion carried.

VI. Financial Reports: Chairperson- Brad Younkin**A. Treasurer's Report as of 5/31/2023 for General and Adult Education Funds.****B. Approval/ratification of bills.**

1. General Fund bills totaling \$ 203,492.34 .
2. Adult Fund bills totaling \$ 7,453.49 .
3. Practical Nursing bills totaling \$ 235.70 .
4. Activity Fund bills totaling \$ 1,699.34 .

A motion by Brad Younkin, seconded by Michael Diehl prevailed to approve financial reports listed under section VI, Financial Reports, paragraphs A and B as presented. Section 508 vote: All delegates present voted in the affirmative; motion carried.

VII. Program/Project Reports

Director's Report – Karen Remick

Principal's Report – Matthew Danel

Adult Education Report – Heidi Petrosky

Financial Report – Sherry Shaw

VIII. Committee and Administrative Reports**A. Education & Personnel Report: Chairperson- Donna Dively**

1. A motion by Jessica Sizemore, seconded by Brad Younkin prevailed to ratify and approve the staff trips as presented. Section 508 vote: All delegates present voted in the affirmative; motion carried.
2. A motion by Jessica Sizemore, seconded by Kathy Shaffer prevailed to ratify and approve the student trips as presented. Section 508 vote: All delegates present voted in the affirmative; motion carried.
3. A motion by Jessica Sizemore, seconded by Brad Younkin , prevailed to approve the Secondary Student Handbook for the 2023-24 school year. Section 508 vote: All delegates present voted in the affirmative; motion carried.
4. A motion by Jessica Sizemore, seconded by Kathy Shaffer prevailed to approve the Employee Handbook for the 2023-24 school year. Section 508 vote: All delegates present voted in the affirmative; motion carried.
5. A motion by Jessica Sizemore, seconded by Brad Younkin ,prevailed to approve the Administrative and Act 93 salaries as presented. Section 508 vote: All delegates present voted in the affirmative; motion carried.
6. A motion by Jessica Sizemore, seconded by Kathy Shaffer prevailed to approve Dr. Samuel Romesberg as Superintendent of Record for the Somerset County Technology Center for the 2023-2024 school year. Section 508 vote: All delegates present voted in the affirmative; motion carried.

7. A motion by Jessica Sizemore, seconded by Brad Younkin , to approve Aimee Willett as the solicitor for the 2023-2024 Fiscal Year at \$145 per hour for solicitor work and \$165 per hour for specialized/labor/litigation. Section 508 vote: All delegates present voted in the affirmative; motion carried.
8. A motion by Jessica Sizemore, seconded by Brad Younkin , to approve hiring William Weigle as paraprofessional for the auto shops pending receipt of all clearances and references. Section 508 vote: All delegates present voted in the affirmative; motion carried.
9. A motion by Jessica Sizemore, seconded by Michael Diehl, prevailed to approve Jenny Booth as the JOC Board Secretary with the official term of office beginning July 1, 2023. (Four-year term) Section 508 vote: All delegates present voted in the affirmative; motion carried.
10. approve purchasing of a _____ tractor not to exceed \$_____ for the Forestry program. (Tabled)
11. A motion by Jessica Sizemore, seconded by Michael Diehl , prevailed to approve the authorization for administration to advertise, select, hire, and ratify at the August JOC meeting any necessary positions for the 2023-24 fiscal year. Section 508 vote: All delegates present voted in the affirmative; motion carried.
12. A motion by Jessica Sizemore, seconded by Brad Younkin , prevailed to approve the 2023-24 Crisis Plan. Section 508 vote: All delegates present voted in the affirmative; motion carried.
13. A motion by Jessica Sizemore, seconded by Brad Younkin , prevailed to ratify the contract for mental/behavioral health services for BedRock community services for the 2022-2023 and 2023-2024 school years at a cost not to exceed available grant funds. Section 508 vote: All delegates present voted in the affirmative; motion carried.
14. A motion by Jessica Sizemore, seconded by Brad Younkin, prevailed to approve the hiring of Caleb Knopsnider for HVAC Instructor at the salary of \$50,000 effective June 15, 2023, pending receipt of all clearances and references. Section 508 vote: All delegates present voted in the affirmative; motion carried.
15. A motion by Jessica Sizemore, seconded by Kathy Shaffer, prevailed to approve the Adult Student Handbook for 23-24 school year. Section 508 vote: All delegates present voted in the affirmative; motion carried.
16. A motion by Jessica Sizemore, seconded by Brad Younkin, prevailed to approve the Financial Aid Handbook for 23-24 school year. Section 508 vote: All delegates present voted in the affirmative; motion carried.
17. A motion by Jessica Sizemore, seconded by Brad Younkin prevailed to approve the hiring of Alan Mognet as a substitute teacher in all areas. Section 508 vote: All delegates present voted in the affirmative; motion carried.
18. A motion by Jessica Sizemore, seconded by Michael Diehl, prevailed to authorize administration to purchase an additional tractor for the CDL program at a cost not to exceed \$60,000. Section 508 vote: All delegates present voted in the affirmative; motion carried.

19. A motion by Jessica Sizemore, seconded by Michael Diehl, prevailed to authorize administration to purchase an additional box trailer for the CDL program at a cost not to exceed \$15,000. Section 508 vote: All delegates present voted in the affirmative; motion carried.
20. A motion by Jessica Sizemore, seconded by Michael Diehl, prevailed to authorize administration to purchase a flatbed trailer for the CDL program at a cost not to exceed \$15,000. Section 508 vote: All delegates present voted in the affirmative; motion carried.
21. A motion by Jessica Sizemore, seconded by Kathy Shaffer prevailed, to authorize administration to purchase necessary textbooks, tools, software, and equipment to start the HVAC program. Section 508 vote: All delegates present voted in the affirmative; motion carried.
22. A motion by Jessica Sizemore, seconded by Brad Younkin, prevailed to approve the new HVAC instructor to start August 1st at his per diem rate to prepare the program area. Section 508 vote: All delegates present voted in the affirmative; motion carried.

B. Buildings, Grounds, Equipment & Supply Committee: Chairperson- Ron Donaldson

1. approve the obsolete item list. (Tabled)

C. Negotiations Committee: Chairperson- Michael Diehl

D. Budget & Finance: Chairperson- Brad Younkin

1. A motion by Brad Younkin, seconded by Jessica Sizemore, prevailed to appoint Trisha Bozovich a Treasurer of the Somerset County Technology Center & Area Vocational Technical Board term to be July 1, 2023 to November 30, 2023 per provisions of School Code Section 404 & 1851.3 (d). Section 508 vote: All delegates present voted in the affirmative; motion carried.
2. A motion by Brad Younkin, seconded by Michael Diehl, prevailed to authorize the Administration to perform the following accounting procedures during the 2023-2024 fiscal year:
 - Pay all outstanding purchase orders and accruals for the 2022-2023 fiscal year; and further, to authorize budgetary transfers be made as needed.
 - Pay utility/contractual bills as due during the 2023-2024 fiscal year to avoid penalty charges.
 - Invest excess funds during the 2023-2024 school year.Section 508 vote: All delegates present voted in the affirmative; motion carried.

E. Policy Committee: Chairperson- Cindy West

F. Grievance Committee: Chairperson- Ron Donaldson

IX. Correspondence and Information

X. Executive Sessions

XI. Other Items For Action

XII. Additional Items

1. A list of the special events for the 2023-24 fiscal year for the Somerset County Technology Center will be provided.
2. Just a reminder: There is no scheduled meeting for the month of July 2023.
3. The August meeting of the Joint Operating Committee is scheduled for Thursday, August 17th, at 7:00 p.m. in the board room of the Somerset County Technology Center.

XIII. Adjournment

A motion by Michael Diehl seconded by Jessica Sizemore prevailed to adjourn the meeting at 8:30 p.m.