

Somerset County Technology Center Joint Operating Committee

Meeting Minutes: 8/17/2023

The monthly meeting of the Somerset County Technology Center Joint Operating Committee was held on Thursday evening, 8/17/2023. The meeting was called to order at 7:00 p.m., by Dorothy Gindlesperger.

I. Call to Order

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 eight districts were represented as follows:

Members:

<input checked="" type="checkbox"/>	Donna Dively	Berlin Area
<input checked="" type="checkbox"/>	Ron Donaldson	Meyersdale Area
<input checked="" type="checkbox"/>	Cindy West	North Star Area
<input checked="" 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"/>		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 checked="" type="checkbox"/>	Matthew Danel	Principal - SCTC
<input checked="" type="checkbox"/>	Dr. Samuel Romesberg	Superintendent of Record
<input checked="" type="checkbox"/>	Jennifer Booth	Fiscal Manager - SCTC
<input checked="" type="checkbox"/>	Heidi Petrosky	Director of Adult Education - SCTC
<input checked="" type="checkbox"/>	Others:	
		Al Conrad, Chris Rose, Crystal Lowery

II. Public Comment

III. Acceptance of Agenda and Agenda Items:

A motion by Dorothy Gindlesperger, seconded by Ron Donaldson, prevailed to accept the agenda and agenda items as presented.

IV. Executive Session

A motion by Dorothy Gindlesperger, seconded by Ron Donaldson, prevailed to go into executive session for personnel reasons at 7:10 p.m. – 7:30 p.m.

V. Minutes:

A motion by Michael Diehl, seconded by Cindy West, prevailed to approve the minutes of the regularly scheduled Joint Operating Committee meeting held 6/15/2023.

VI. Financial Reports: Chairperson- Brad Younkin**A. Treasurer's Report as of 8/10/2023 for General and Adult Education Funds.****B. Approval/ratification of bills.**

1. General Fund bills totaling \$427,096.15.
2. Adult Fund bills totaling \$30,647.81.
3. Practical Nursing bills totaling \$15,157.61.
4. Activity Fund bills totaling \$0.00.

A motion by Brad Younkin, seconded by Jessica Sizemore, 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 – Jennifer Booth****VIII. Committee and Administrative Reports****A. Education & Personnel Report: Chairperson- Donna Dively**

1. A motion by Donna Dively, seconded by Jessica Sizemore ,prevailed to ratify approval to advertise for a Cosmetology instructor.
2. A motion by Donna Dively, seconded by Jessica Sizemore ,prevailed to ratify approval to advertise for a Dental Assisting instructor.
3. A motion by Donna Dively, seconded by Jessica Sizemore ,prevailed to ratify approval to advertise for an LPN instructor.
4. A motion by Donna Dively, seconded by Jessica Sizemore ,prevailed to ratify and approve the staff trips as presented. Section 508 vote: All delegates present voted in the affirmative; motion carried.
5. A motion by Donna Dively, seconded by Jessica Sizemore ,prevailed to ratify and approve the student trips as presented. Section 508 vote: All delegates present voted in the affirmative; motion carried.
6. A motion by Donna Dively, seconded by Jessica Sizemore , to approve OAC responses to the Spring 2023 meeting.
7. A motion by Donna Dively, seconded by Jessica Sizemore , to approve the substitute list for 2023-204 school year.
8. A motion by Donna Dively, seconded by Jessica Sizemore , to approve the Practical Nursing Staff Handbook for the 2023-24 school year.
9. A motion by Donna Dively, seconded by Jessica Sizemore , to approve the resignation of Tanis Herwig effective 10/31/23.
10. A motion by Donna Dively, seconded by Jessica Sizemore , to approve the resignation of Alisha Coulter effective 08/31/23.

11. A motion by Donna Dively, seconded by Jessica Sizemore , to approve to hire _____ as Dental Assisting Instructor at a salary of _____, pending receipt of all clearances and references. [tabled]
12. A motion by Donna Dively, seconded by Jessica Sizemore , to approve to hire Crystal Lowery as a Cosmetology Instructor at a salary of \$50,000, pending receipt of all clearances and references.
13. A motion by Donna Dively, seconded by Jessica Sizemore , to approve to hire _____ as a Practical Nursing part-time/full-time Instructor at a salary of _____, pending receipt of all clearances and references. [tabled]
14. A motion by Donna Dively, seconded by Jessica Sizemore , to approve Jessica Younkin as mentor for the new Cosmetology Instructor at a stipend of \$622.31 per year.
15. A motion by Donna Dively, seconded by Jessica Sizemore , to approve Jamie Frampton as a mentor for Caleb Knopsnider, HVAC Instructor, at a stipend of \$622.31 per year.
16. A motion by Donna Dively, seconded by Jessica Sizemore , to approve Steve Toth as mentor for the new Dental Assisting Instructor at a stipend of \$622.31 per year.
17. A motion by Donna Dively, seconded by Jessica Sizemore , to approve adding Assistant Principal duties to Joe Smiach with a salary increase of \$10,000 per year.

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

1. A motion by Ron Donaldson, seconded by Donna Dively, to approve the obsolete item list. Section 508 vote: All delegates present voted in the affirmative; motion carried.

C. Negotiations Committee: Chairperson- Michael Diehl

D. Budget & Finance: Chairperson- Brad Younkin

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: The Practical Nursing Graduation will be held September 12th at 6:00 pm.
3. The All Board Dinner is scheduled for September 27, at 5:30 pm.
4. The Fall OAC is scheduled for October 11th at 6:00 pm.
5. The September meeting of the Joint Operating Committee is scheduled for Thursday, September 21, at 7:00 p.m. in the board room of the Somerset County Technology Center.

XIII. Adjournment

A motion by Michael Diehl seconded by Donna Dively prevailed to adjourn the meeting at 8:14 p.m.