

Somerset County Technology Center Joint Operating Committee

Meeting Minutes: 2/20/2025

The monthly meeting of the Somerset County Technology Center Joint Operating Committee was held on Thursday evening, 2/20/2025. The meeting was called to order at 7:00 p.m., by Donna Dively.

I. Call to Order

A. Pledge of Allegiance - Donna Dively 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"/>	Joseph Swank	Shanksville-Stonycreek Area
<input checked="" type="checkbox"/>	Jessica Sizemore	Somerset Area
<input checked="" type="checkbox"/>	Brian Brant	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 checked="" type="checkbox"/>	Dr. Tracey Karlie	Superintendent of Record
<input checked="" type="checkbox"/>	Jennifer Booth	Fiscal Manager - SCTC
<input type="checkbox"/>	Kim Cicmansky	Director of Adult Education - SCTC
<input type="checkbox"/>	Joe Smiach	Assistant Principal
	Others:	Al Conrad

II. Public Comment

III. Acceptance of Agenda and Agenda Items:

A motion by Michael Diehl, seconded by Cindy West, 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**V. Minutes:**

A motion by Jessica Sizemore, seconded by Joseph Swank, prevailed to approve the minutes of the regularly scheduled Joint Operating Committee meeting held 12/19/2024. Section 508 vote: All delegates present voted in the affirmative; motion carried.

VI. Financial Reports: Chairperson- Michael Diehl**A. Treasurer's Report as of 2/13/2025 for General and Adult Education Funds.****B. Approval/ratification of bills.**

1. General Fund bills totaling \$214,727.84.
2. Adult Fund bills totaling \$5,524.80.
3. Practical Nursing bills totaling \$15,009.87.
4. Activity Fund bills totaling \$11,337.33.

A motion by Michael Diehl, seconded by Brian Brant, 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 – Kim Cicmansky

Financial Report – Jennifer Booth

VIII. Committee and Administrative Reports**A. Education & Personnel Report: Chairperson- Jessica Sizemore**

1. A motion by Jessica Sizemore, seconded by Brian Brant 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 Brian Brant 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 Brian Brant, prevailed to ratify the following OAC members:
Missy Brant and Laruen Bassinger, Tanglz, Cosmetology
Aaron Delano, Ron's Collision Center, Collision Repair & Refinishing
Levi Shaffer, ECO logging, Forestry Technology
Section 508 vote: All delegates present voted in the affirmative; motion carried.
4. A motion by Jessica Sizemore, seconded by Brian Brant, prevailed to approve the following OAC member: Chrisy Johnson, New Beginnings Nail & More, LLC, Cosmetology. Section 508 vote: All delegates present voted in the affirmative; motion carried.

5. A motion by Jessica Sizemore, seconded by Brian Brant, prevailed to ratify and approve Kotzan CPA & Associate, P.C., as our auditing firm for 20 24-2025, 2025-2026, and 2026-2027, school years. Section 508 vote: All delegates present voted in the affirmative; motion carried.
6. A motion by Jessica Sizemore, seconded by Brian Brant, prevailed to ratify and approve the 2025-26 school calendar. Section 508 vote: All delegates present voted in the affirmative; motion carried.
7. A motion by Jessica Sizemore, seconded by Brian Brant, prevailed to approve for the 2024-25 school year, a one-time, pro-rated stipend of \$5,000 for both Mary Ann Foxwell and Theresa Pletcher to assist with Practical Nursing and Adult Education duties as assigned. Section 508 vote: All delegates present voted in the affirmative; motion carried.
8. A motion by Jessica Sizemore, seconded by Brian Brant, prevailed to approve for the 2025-26 school year, a one-time stipend of \$5,000 for both Mary Ann Foxwell and Theresa Pletcher to assist with Practical Nursing and Adult Education duties as assigned. Section 508 vote: All delegates present voted in the affirmative; motion carried.
9. A motion by Jessica Sizemore, seconded by Brian Brant, prevailed to approve extra hours as needed, at per-dem rate, for Jamie Frampton to prepare lessons, projects, and daily monitoring of the Machine Technology Program until a new instructor is hired. Section 508 vote: All delegates present voted in the affirmative; motion carried.
10. A motion by Jessica Sizemore, seconded by Brian Brant, prevailed to approve a one-time stipend to Jodi Miller for handling the IEP process throughout the 2024-2025 school year. The stipend will be for \$3,000. Section 508 vote: All delegates present voted in the affirmative; motion carried.

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

1. Ratify and approve the obsolete item list. [tabled]
2. A motion by Ron Donaldson, seconded by Cindy West, prevailed to authorize administration to obtain quotes for replacing the ____ wing roof. Section 508 vote: All delegates present voted in the affirmative; motion carried.
3. A motion by Ron Donaldson, seconded by Cindy West, prevailed to authorize administration to utilize up to ____ for engineering costs for the Advance Manufacturing Building. Section 508 vote: All delegates present voted in the affirmative; motion carried.

C. Negotiations Committee: Chairperson- Michael Diehl

D. Budget & Finance: Chairperson- Michael Diehl

1. A motion by Michael Diehl, seconded by Noah Wareham, prevailed to approve the proposed secondary budget and the proposed adult education budget for the 2025-2026 school year be submitted to the

participating districts along with resolutions. Section 508 vote: All delegates present voted in the affirmative; motion carried.

E. Policy Committee: Chairperson- Donna Dively

F. Grievance Committee: Chairperson- Ron Donaldson

IX. Correspondence and Information

X. Executive Sessions

XI. Other Items For Action

XII. Additional Items

1. The March meeting of the Joint Operating Committee is scheduled for Thursday, March 20, at 7:00 p.m. in the board room of the Somerset County Technology Center.
2. The Spring OAC Meeting will be held March 26th at 6:00 pm.
3. Awards night will be held at 6:00 pm on May 20th.
4. The Certificate Ceremony is on May 22nd at 8:30 AM and 12:30 PM.

Adjournment

A motion by Michael Diehl, seconded by Noah Wareham, prevailed to adjourn the meeting at 7:25 p.m. Section 508 vote: All delegates present voted in the affirmative; motion carried.