

BERKS CAREER & TECHNOLOGY CENTER
Official Proceedings of the Joint Operating Committee
August 28, 2019

AGENDA ITEM III
JOC Meeting 9/25/2019

CALL TO ORDER

The regular meeting of the Joint Operating Committee was held at the East Campus of the Berks Career and Technology Center in Oley, PA on Wednesday, August 28, 2019. The meeting was called to order by Chairperson Manbeck at 7:33 PM.

ATTENDANCE

Present: Ms. Caryn Friedlander, Mr. William Carl, Mr. Oscar Manbeck, Mr. Andrew Raugh, Mr. Gary Reinert, Mr. Walter Saylor, Mr. John Tomasi, Dr. Sharon McLendon, Mr. Dave Lewis, Mr. Charles Shurr, Ms. Christine Osborn, Mr. Bob Heckman, Mr. Ed Case

Absent: Dr. Jay Melvin, Mr. Chris McCaffrey and Mr. Michael Wolfe

Staff: Dr. Jill Hackman, Dr. James Kraft, Mr. John Reedy, Ms. Wendy Sigourney, Ms. Michalene Berg, Mr. Ken Kryder, Mr. Kyle Follweiler, Dr. Michael Stauffer

Solicitor: Mr. James Mancuso, Esq.

Press:

Guests: Mr. Curtis Funkhouser

PLEDGE OF ALLEGIANCE

The meeting began with the Pledge of Allegiance to the Flag.

RECOGNITION OF NATIONAL CTSO WINNERS

Mr. Christopher Nappi introduced the CTSO award recipients for Nationals and they received a certificate and photo. The following students received awards;

- SkillsUSA: Connor Brehm, Ryan Kane, Douglas Stroman, Joshua Joyce
- FCCLA: Savanna Rooney, Erin Koch (Absent: Sienna Montalvo, Austina Strong and Kellie Callahan)

EXECUTIVE SESSION

None

RECEIPT OF BIDS

None

APPROVAL OF MINUTES

A motion was made by Mr. Carl and seconded by Ms. Osborn to approve the meeting minutes of June 26, 2019 as presented.

Yeas: Thirteen. **Nays:** None. **Abstained:** None. **Motion carried.**

RATIFICATION AND APPROVAL OF BILLS

A motion was made by Mr. Reinert and seconded by Mr. Lewis to approve the bills as presented.

Upon roll call, the vote was recorded as follows: Yeas: Saylor, Lewis, Tomasi, Carl, McLendon, Reinert, Friedlander, Raugh, Shurr, Heckman, Osborn Case, and Manbeck.
Nays: None. **Abstained:** None. **Motion carried.**

ACCEPTANCE OF FINANCIAL REPORTS

A motion was made by Mr. Reinert and seconded by Dr. McLendon to approve the Financial Reports of the BCTC General Fund, Capital Reserve Fund, Activity Fund, and Cafeteria Fund as presented.

Upon roll call, the vote was recorded as follows: Yeas: Saylor, Lewis, Tomasi, Carl, McLendon, Reinert, Friedlander, Raugh, Shurr, Heckman, Osborn Case, and Manbeck.
Nays: None. **Abstained:** None. **Motion carried.**

INVESTMENT OF FUNDS

None

COMMUNICATIONS

None

ANYONE WISHING TO ADDRESS AGENDA ITEMS

None

OLD BUSINESS

None

NEW BUSINESS

None

BCTC REPORT (FOR INFORMATION ONLY)

AGENDA ITEMS AND/OR CHANGES

None

ADMINISTRATIVE UPDATE

Dr. Kraft welcomed new staff member; Mr. Curtis Funkhouser as the Supervisor of Curriculum and Assessment.

Dr. Kraft quickly reviewed the School Improvement Plan from 2018-2019 and all that was accomplished. He also reviewed the Assessment Data Presentation in Goggle Docs on their own due to the lack of time.

There was a "Signing Day" with RACC, Kutztown and BCTC for the Teacher's Academy. Photos captured the moment.

There was money was raised (93K) by East Penn Manufacturing, B & G Glass and private donors. Seventy 73 received a check for \$1200. Dr. Kraft also Thanks Phil Harris for all the work he's done with this team, He spent several days and hours visiting over 100 kids at their place of work and completing paperwork. We are continuing to monitor this position to see if there is a need for an additional position in the future.

Dr. Kraft thanked his Administrative Team. With all the recent changes, he felt that have really pulled together and stepped up to accomplish big things and have done a great job. Thanks to Mr. Kyle Follweiler and Dr. Michael Stauffer for doing a great job with the In-Service schedule. Everyone seemed to really appreciate the break-out sessions and our main speaker on LGBTQ since we are beginning to see those students attend BCTC.

Mrs. Michalene Berg has done a great job filling position but has two outstanding positions to fill; Drafting Design Technology (DDT) and Early Childhood Education (ECE). DDT is being covered by Katherine Reimert an IA, and Chuck Stricker, Instructor and the ECE course is being taught by Rochelle Rudy until a replacement can be found.

CAMPUS/PROGRAM UPDATES

Dr. Michael Stauffer welcomed the JOC back to the new year and indicated the West Campus had a great start to the year so far. He presented the consideration for BCTC to purchase eSchool Data by providing some background information to the decision to choose eSchool as the new SIS.

ClassMate over the 10 years we have worked with the SIS has worked well but in the last few years we have begun to experience some concerns:

- Loosing data randomly
- Other users leaving ClassMate
- Product support is not available
- Becoming complacent
- Since using Schoology it works for us but not for anyone else, so it's a bandaid interface.

There was an Adhoc committee made up of a person from each job role, IA, instructor, Support Staff, Administration and food service. For 2 ½ years they vetted six different vendors to make the best decision for BCTC. They had demos, meet with their product specialists, gave them surveys, etc.

After looking at these vendors, eSchool seemed the product that served our needs best. eSchool can:

- Can compute complex grading, something we need
- Is designed especially for CTE education
- Has the ability to have work ethic points tied to attendance, does automatically
- It can task track over three years versus ClassMate which does 1 year at a time so you have to merge the data manually
- Has a transportation module
- TA grading built in
- Guru board where home schools can see their student grades
- Online registration process
- Cloud based

Dr. Stauffer thanked Dr. Hackman for their perspective on Infinite Campus which is what the BCIU currently uses and is very satisfied. Dr. Hackman replied that we have her full support since eSchool is better equipped to support CTEs.

They have asked others using the product and they commented that the PIMS submission went very smooth and that it had outstanding product support. Therefore, we are recommending to the JOC for approval in September to purchase the new SIS, eSchool.

Start up costs are \$12 per student. The projected student number is 1739. It will be a higher start up costs because it will include a cost of \$4500 service bank for training and a \$5000 charge for data conversion. After that there would be an annual fee of \$27,000 which is less that what we pay now for ClassMate.

The Rollout plan would be a 3-year implementation with SIS heavy training in the summer and next year. The LMS would integrate seamlessly. You would be able to have the assignments coded alike and have real time processing where when one system is updated it updates the next. Between the SIS and LMS the training will be staggered so that it doesn't overwhelm staff. It is modeled in style and navigation like ClassMate but not in function which will also make it easy for staff.

Mr. Kryder shared that the school year started out a bit bouncy, up and down but is now on the right track. He received a CED magazine which has an article of the AED education which our campus (only one of two teaches) is featured including photos of Jim Mack.

Some disappointing news is the Parade of Homes and Project Hope have both been cancelled this year for various reasons. The house project will complete the house this fall and begin the new house on Lot #4.

Mr. Kyle Follweiler updated the Board on the In-Service days. These went very well with the staff providing very positive feedback on the topics. They especially appreciated the Clinical Observation updates on how these will be performed. It's a more positive observation with working together to better the classes not a "Gotcha" mentality. LGBTQ was another session they were very informed on since more and more they are dealing with this issue.

IMPORTANT DATES

- BCTC Closed – Holiday – August 30 & September 2, 2019
- JOC Meeting, West Campus – September 25, 2019
- College/Career & Parent Conference Night (East Campus) – October 1, 2019
- College/Career & Parent Conference Night (West Campus) – October 3, 2019

STUDENT HONORS

West Campus

- Sienna Montalvo (Governor Mifflin - ECE) – Silver for Advocacy
- Austina Stong (Conrad Weiser – ECE) – Silver for Advocacy
- Kellie Callahan (Conrad Weiser – ECE) – Bronze – Interpersonal Communications
- Erin Koch (Conrad Weiser – ECE) – Bronze – Interpersonal Communications
- Savanna Rooney (Boyertown - ECE East Campus) – Gold – Life Event Planning

East Campus

- Douglas Stroman (Daniel Boone – Masonry), Ryan Kane (Daniel Boone – Building Construction), Connor Brehm (Boyertown – Plumbing), Joshua Joyce (Twin Valley – Building Construction) – 1st place Skills USA National winners in Teamworks.

COMMITTEE REPORTS

FINANCE COMMITTEE

A motion was made by Mr. Reinert and seconded by Mr. Carl to approve a budgetary transfer within the General Fund in the amount of \$461,636.00 for the 2018 – 2019 fiscal year.

Upon roll call, the vote was recorded as follows: Yeas: Saylor, Lewis, Tomasi, Carl, McLendon, Reinert, Friedlander, Raugh, Shurr, Heckman, Osborn Case, and Manbeck.
Nays: None. **Abstained:** None. **Motion carried.**

BUILDING/INSURANCE COMMITTEE

Mr. Raugh reported that Mr. John Reedy already provided reports on the Security Camera System Installation and The Security Keyless Entry Hardware & Installation.

NEGOTIATIONS COMMITTEE

A motion was made by Mr. Reinert and seconded by Mr. Lewis to approve an increase in the teacher supplemental rate from \$25.00 an hour to \$26.00 an hour.

PROGRAM/PERSONNEL COMMITTEE

A motion was made by Mrs. Friedlander and seconded by Mr. Carl to approve the 2019-2020 Instructional Staff Salary Schedule and Instructional Staff Salary List.

Upon roll call, the vote was recorded as follows: Yeas: Saylor, Lewis, Tomasi, Carl, McLendon, Reinert, Friedlander, Raugh, Shurr, Heckman, Osborn Case, and Manbeck.
Nays: None. **Abstained:** None. **Motion carried.**

OTHER COMMITTEES (FOR INFORMATION ONLY)

None

PERSONNEL MATTERS

A motion was made by Mrs. Friedlander and seconded by Mr. Carl to approve the following Personnel Matters A - C:

Resignations - General Fund

- **Casey R. Semenza** – Marketing Coordinator, West Campus. Reason: obtained other employment. Effective date: July 29, 2019.

Employment Approvals - Continuing Education Fund

- Part-time Continuing Education Instructor pending satisfactory receipt of background and screening requirements. Recommended salary: as per the 2019-2020 school year approved rate.
 - Rick S. Dierolf – **Effective date: on or around September 4, 2019 through the end of the 2019-2020 school year.**
 - Lawrence L. Kuzniar, Jr. - **Effective date: on or around September 3, 2019 through the end of the 2019-2020 school year.**

- John H. Quinn, III. - **Effective date: on or around September 3, 2019 through the end of the 2019-2020 school year.**

General Fund

- BCTC Dishwasher Co-Op Students. Recommended salary: \$7.25/hour. Effective date: on or around August 26, 2019 through the end of the 2019-2020 school year.
 - **Jasmin C. Colon-Cruz**
 - **Kenia M. Hernandez**

Employment Ratifications - General Fund

- **Curtis R. Funkhouser** – Supervisor of Curriculum and Assessment, East/West Campuses. Recommended salary: \$92,500/year pro-rated. Effective date: August 19, 2019.
- Drivers. Recommended salary: \$18.00/hour. Effective date: August 14, 2019.
 - Morgan E. Huseman
 - BobbieJo A. Mohr
 - Ronald E. Smith
 - Susan A. Wissler
- Instructional Assistant, East Campus. Recommended salary: \$13.25/hour. Effective date: August 14, 2019.
 - Lindsey K. Buler
 - Melissa D. McIlwain

Upon roll call, the vote was recorded as follows: Yeas: Saylor, Boyer, Tomasi, Carl, Wolfe, McLendon, Reinert, Adams, Raugh, Darion, Melvin and Manbeck.

Nays: None. **Abstained:** None. **Motion carried.**

A motion was made by Mrs. Friedlander and seconded by Mr. Carl to approve the following Personnel Matters D - E:

Change of Status/Transfer Approvals - General Fund

- **Barbara M. Steiner-Lawley** – Instructional Assistant, East Campus. Change building location to West Campus. No change in pay. Effective date: August 21, 2019.
- **Rochelle L. Rudy** – Early Childhood Education Instructor, East Campus. Change Status to Instructional Coach, East/West Campuses. Recommended salary: \$65,859/year based on Track AC/Level 7/Step 10 of the 2019-2020 salary schedule as per the negotiated BCTCEA Agreement. Effective date: August 21, 2019.
- **Jessica A. Werner** – Part-time Printing Production Technology Instructor, West Campus.
 - **Add other earnings for part-time Marketing Coordinator, West Campus. Recommended salary: \$24,500/year. Effective date: September 1, 2019 through October 31, 2019.**
 - **Resignation of part-time Printing Production Technology Instructor, West Campus. Effective date: October 31, 2019.**
 - **Change job status to full-time Marketing Coordinator, West Campus. Recommended salary: \$49,000/year pro-rated. Effective date: November 1, 2019.**

Change of Status/Transfer Ratifications - General Fund

- **Michelle L. Hiester** – Administrative Assistant to the Assistant Principal, West Campus. Change job status to: Reporting Systems Specialist, West Campus. Recommended salary: \$41,000/year pro-rated. Effective date: September 16, 2019.
- **Nan E. Parks** – Job Coach, East Campus. Change status to Career Pathways Outreach Coordinator, East/West Campuses. Recommended salary: \$41,000/year pro-rated. Effective date: August 26, 2019.
- **Jeffrey W. Royles** - Driver. Change hourly rate from \$17.00/hour to \$18.50/hour. Reason. Align salary with the new Driver compensation package. Effective date: August 21, 2019.

Upon roll call, the vote was recorded as follows: Yeas: Saylor, Boyer, Tomasi, Carl, Wolfe, McLendon, Reinert, Adams, Raugh, Darion, Melvin and Manbeck.

Nays: None. **Abstained:** None. **Motion carried.**

A motion was made by Mrs. Friedlander and seconded by Mr. Carl to approve the following Personnel Matters F-G:

Add Other Earnings Approvals - General Fund

- Administrative approved evening Cosmetology clinics. Recommended salary: \$26.00/hour. Effective date: August 28, 2019 through the end of the 2019-2020 school year not to exceed 32 hours each.
 - **Donna L. Noecker** – Cosmetology Instructor, East Campus.
 - **Tracey L. Sholl** – Cosmetology Instructor, East Campus.
 - **Stacey C. Andersson** – Cosmetology Instructor, West Campus.
 - **Nancy A. Quick** – Cosmetology Instructor, West Campus.
- CTSO Coordinator/Liaison. **Jessica A. Werner** - Printing Production Technology Instructor, East/West Campuses. Recommended salary: Stipend of \$1,750/year. Effective date: 2019-2020 school term.
- Virtual Enterprises International Coordinator. **Tiffany L. Greene** – Business Management and Entrepreneurship Instructor, West Campus. Recommended salary: Stipend of \$1,750/year. Effective date: 2019-2020 school term.
- FFA Coordinator. **Kelly E. Piccioni** – Horticulture Instructor, East Campus. Recommended salary: Stipend of \$1,750.00/year. Effective date: 2019-2020 school term.
- House Project Coordinator. **Michael Kern** – Masonry Instructor, East Campus. Recommended salary: Stipend of \$2,500/year. Effective date: 2019-2020 school term.
- Banquets. Recommended salary: \$26.00/hour not to exceed 50 hours each or a total of 200 hours. Effective date: 2019-2020 school term.
 - **Albert N. DeNault**– Culinary Arts Instructor, West Campus.
 - **W. Clarke Hammond** – Culinary Arts Instructor, West Campus.
 - **Mary Jo Kuhwald** – Culinary Arts Instructor, East Campus.
 - **Eric R. Lynch** – Culinary Arts Instructor, East Campus.

- FCCLA Coordinator. Recommended salary: Stipend of \$1,750/year. Effective date: 2019-2020 school term.
 - **Karla Gibson** – Early Childhood Education Instructor, West Campus.
 - **Mary Jo Kuhwald** – Culinary Arts Instructor, East Campus.
- HOSA Coordinator. Effective date: 2019-2020 school term.
 - **Stephen S. Cote** – Sports Medicine & Rehabilitative Therapy Instructor, East Campus. Recommended salary: \$875.00/year.
 - **Jennifer A. Maryniak** - Sports Medicine & Rehabilitative Therapy Instructor, East Campus. Recommended salary: \$875/year.
 - **Maureen B. Longenecker** – Substitute Instructor, East/West Campuses. Recommended salary: Stipend of \$1,750/year.
 - **Therese R. Matthew** – Health Occupations Instructor, West Campus. Recommended salary: Stipend of \$1,750/year.
 - **Kelly S. Ruth** - Medical Health Professions Instructor, West Campus. Recommended salary: Stipend of \$1,750/year.
- National Technical Honor Society Coordinator. Recommended salary: Stipend of \$1,750/year. Effective date: 2019-2020 school term.
 - **Melissa A. Yoder** – Counselor - Manager of Enrollment, East/West Campuses.
 - **Heather Wargo** – Educational Facilitator, East Campus.
- Peer Mentor Teachers. Recommended salary: First year teachers a stipend of \$500/year and \$250.00/year for each additional teacher. Second year teachers a stipend of \$250.00/year and \$125/year for each additional teacher. Effective date: 2019-2020 school term.
 - **James D. DelConte** – Communication Media Technology Instructor, West Campus.
 - **James P. Mack** - Heavy Equipment Technology Instructor, East Campus.
 - **Christopher F. Nappi** – Computer Systems Networking & Security Instructor, East Campus.
 - **Denise E. Paulson** – IT Programming Instructor, West Campus.
 - **Rochelle L. Rudy** – Instructional Coach, East/West Campuses.
- PA Builders Association Coordinator. **Jeffrey R. Miller** - Carpentry Instructor, East Campus. Recommended salary: Stipend of \$1,750/year. Effective date: 2019-2020 school term.
- SkillsUSA Coordinator. Recommended salary: Stipend of \$1,750/year. Effective date: 2019-2020 school term.
 - **Christopher F. Nappi** – Computer Systems Networking & Security Instructor, East Campus
 - **Donna L. Noecker** – Cosmetology Instructor, East Campus.
 - **Charles D. Stricker, Jr.** – Electro-Mechanical Engineering Technology Instructor, West Campus.
 - **Jessica A. Werner** – Printing Production Technology Instructor, West Campus.

Add Other Earnings Ratifications - General Fund

- Redistribute **Maureen B. Longenecker's** unused summer per diem days between coaches for summer 2019 job responsibilities.

Recommended salary: per diem rate. Effective date: July 29, 2019 through on or around August 20, 2019.

- **Rochelle L. Rudy** – Instructional Coach. Nine (9) contracted days.
- **Michael J. Stein** – Technology Instructional Coach. Five (5) seven (7) contracted days.
- Ratify the following action that was approved June 26, 2019: BCTC STEAM Career Camp employees and compensation (compensated through the Strategic Innovation Grant). Effective date: June 17, 2019 – June 21, 2019.
 - **Bridget A. John** – Nursing and Attendance Services Specialist, West Campus. Add other earnings for School Nurse role. Recommended salary: as per the JOC 2018-2019 school year approved hourly *rate not to exceed 27.5 30 hours*.
- Add other earnings for Schoology training. Recommended salary: \$25.00/hour. Effective date: June 20, 2019 concluding on or around August 15, 2019 not to exceed a cumulative total of 300 hours.
 - Stacey C. Andersson – **Cosmetology Instructor, West Campus.**
 - Kathy L. Bailey – **Health Occupations Instructor, West Campus.**
 - Thomas E. Carl – **Protective Services Instructor, East Campus.**
 - Stephen S. Cote – **Sports Medicine & Rehabilitative Therapy Instructor, East Campus.**
 - Kevin K. Crawford – **Building Construction Occupations Instructor, East Campus.**
 - Gerald W. Galczynski – **Cabinetry and Wood Technology Instructor, East Campus.**
 - Tiffany L. Greene – **Business Management and Entrepreneurship Instructor, West Campus.**
 - W. Clarke Hammond – **Culinary Arts Instructor, West Campus.**
 - Todd A. Heckman – **Protective Services Instructor, East Campus.**
 - Melvin G. Johnson – **Recreational and Power Equipment Technology Instructor, West Campus.**
 - Rachel B. Kline - **Painting & Decorating Instructor, East Campus.**
 - Mary Jo Kuhwald – **Culinary Arts Instructor, East Campus.**
 - Gayle A. Leinbach - **Automotive Technology Instructor, East Campus.**
 - April L. Lenhart – **Service Occupations Instructor, East Campus.**
 - Eric R. Lynch – **Culinary Arts Instructor, East Campus.**
 - Jennifer A. Maryniak - **Sports Medicine & Rehabilitative Therapy Instructor, East Campus.**
 - Therese M. Matthew – **Health Occupations Instructor, West Campus.**
 - Christopher F. Nappi – **Computer Systems and Networking Security Instructor, East Campus.**
 - Donna L. Noecker – **Cosmetology Instructor, East Campus.**
 - Nancy A. Quick – **Cosmetology Instructor, West Campus.**
 - Rochelle L. Rudy – **Instructional Coach, East/West Campuses.**

- Kelly S. Ruth – **Medical Health Professions Instructor, West Campus.**
- Kathi L. Shaffer – **Service Occupations Instructor, East Campus.**
- Tracy L. Sholl - **Cosmetology Instructor, East Campus.**
- Michael P. Wentling – **Plumbing and Heating Instructor, East Campus.**

2019-2020 Substitute Listings and Rates Approval (Enclosures) - General Fund

Substitute Teachers

Substitute Support Staff

Substitute School Building Administrators

Substitute Work-Based Education Coordinators

Upon roll call, the vote was recorded as follows: Yeas: Saylor, Boyer, Tomasi, Carl, Wolfe, McLendon, Reinert, Adams, Raugh, Darion, Melvin and Manbeck.

Nays: None. **Abstained:** None. **Motion carried.**

OTHER MATTERS FOR CONSIDERATION

A motion was made by Mr. Heckman and seconded by Mr. Carl to:

- Consideration to ratify an agreement with the PA CareerLink® Berks County Operator Consortium to provide BCTC the use of office space at CareerLink for the purpose of assisting CareerLink customers with enrollment at BCTC at a cost of \$254.48 per month effective July 1, 2019 until June 30, 2020.
- Consideration to enter into an agreement with the PDE Bureau of Career and Technical Education for participation in the BCTC Technical Assistance Program (TAP) for 2019-2020 school year.
- Consideration to enter into an agreement with Berks Heim to provide clinical education and experiences for BCTC's Health Occupations students for 2019-2020.
- Consideration to enter into an agreement with the Berks County Intermediate Unit Head Start Program to provide meals for Head Start attendees for the 2019-2020 school year at \$2.48 per meal.
- Consideration to enter into an agreement with the Berks County Intermediate Unit Head Start Program to lease approximately 2,050 square feet at the East and West Campuses at a lease cost of \$6,837.75 for each campus for the 2019-2020 fiscal year.
- Consideration to approve Tri-Star Benefit Systems, Inc. as BCTC's Section 125 provider beginning with the 2019-2020 school year at an estimated yearly cost of \$2,700
- Consideration to approve the contract between the Montgomery County Economic & Workforce Development Board from July 1, 2019 – June 30, 2020 for Adult Education Training
- Consideration to approve a hosted solution for the Business Office financial software for a one-time cost of \$10,925 and a yearly cost of \$7,025 with Tyler Technologies.
- Consideration to approve an articulation agreement with Reading Area Community College (RACC) and Kutztown University to create a 2+2+2 model whereby

students will get advanced standing for coursework in Early Childhood Education towards an Associate Degree with RACC and a BS in Education at Kutztown University.

- Consideration to award contracts for student transportation for the 2019-2020 school year to the following vendors at costs not to exceed as listed:

<u>CONTRACTOR</u>	<u>COST PER DAY</u>	<u>RUNS/DAY</u>
Eshelman Transportation, Inc.	1,264	4
Keystone School Bus Services, Inc.	1,355	4
George Krapf, Jr. & Sons, Inc.	310	1
New Rhoads Transportation	1,969	7
Quigley Bus Service, Inc.	701	4
TOTAL	5,599	20

- Consideration to approve BCTC's participation in the Berks County Joint Purchasing Board for the purchase of the following items for the 2019-2020 school year.

- | | |
|--------------------------------|-------------------|
| 1. Copy Paper | 5. Grocery |
| 2. Custodial Supplies | 6. Fresh Bread |
| 3. Food Service Paper Products | 7. Milk and Dairy |
| 4. Fuel | 8. Trash Removal |
| | 9. Natural Gas |

- Consideration to approve the donation of used dental equipment to Reading Area Community College.
- Consideration to approve Robert Youse and Philip Harris to attend the 2019 Cooperative Education Conference in State College, PA on October 14 – 16, 2019 for a cost not to exceed \$1,500.

Upon roll call, the vote was recorded as follows: Yeas: Saylor, Boyer, Tomasi, Carl, Wolfe, McLendon, Reinert, Adams, Raugh, Darion, Melvin and Manbeck.

Nays: None. **Abstained:** None. **Motion carried.**

PERSONS DESIRING TO BE HEARD

Dr. Hackman congratulated Curt Funkhouser on his new role with BCTC and expressed how fortunate we were to have him according to the BCIU 13. He came with high recommendations.

She also expressed congrats to Dr. Kraft, during this transition time of staff, that employees are embracing each day, having a high moral and being positive, all things she observed during In-Service. She also thanked Michalene Berg for all her behind the scenes work she does in Human Resources.

ADJOURNMENT

A motion was made by Mr. Carl and seconded by Mr. Lewis to adjourn the meeting at 8:16 PM.

Yeas: Thirteen. **Nays:** None. **Motion carried.**

Approved _____ 2019
Christine Osborn, JOC Secretary
per Wendy Sigourney, Recording Secretary