

**REGULAR MEETING OF
WEDNESDAY – SEPTEMBER 22, 2021
WEST CAMPUS – LEESPORT, PA
7:30 PM**

AGENDA

1. CALL TO ORDER

- A. Pledge of Allegiance to the Flag
- B. Attendance/Roll Call
- C. Announce Executive Session
- D. Motion to Nominate the JOC Secretary as of October 27, 2021.
- E. Agenda Items and/or Changes

2. RECEIPT OF BIDS – NONE

3. APPROVAL OF MINUTES

- A. August 4, 2021

4. RATIFICATION AND APPROVAL OF BILLS

| | |
|------------------------------|----------------|
| A. General Fund | |
| 1. Ratifications | \$2,730,712.05 |
| 2. Approvals | \$ 0.00 |
| B. Capital Reserve Fund | |
| 1. Ratifications | \$ 0.00 |
| C. Activity Fund | |
| 1. Ratifications | \$ 540.00 |
| D. Cafeteria Fund | |
| 1. Ratifications | \$ 21,621.44 |
| E. BCTC Education Foundation | |
| 1. Ratifications | \$ 0.00 |

5. ACCEPTANCE OF FINANCIAL REPORTS

- A. General Fund
- B. Capital Reserve Fund
- C. Activity Fund
- D. Cafeteria Fund
- E. BCTC Education Foundation

6. INVESTMENT OF FUNDS

- A. General Fund \$ 500,000.00
 - 1. First Priority Bank, Purchased 9/16/2021, 1 Year CD, 0.50% \$500,000, Interest 2,500.

7. COMMUNICATIONS

- A. Communication was received on August 31, 2021 from Dr. Lee Burket, Director of the Pennsylvania Department of Education (PDE) to inform BCTC that they will be conducting a Perkins Compliance Monitoring visit during the 2021-2022 school year.

8. ANYONE WISHING TO ADDRESS AGENDA ITEMS

9. OLD BUSINESS

- A. Consideration to approve the second reading of the following Berks Career and Technology Center policies:

1. Discrimination/Title IX Sexual Harassment Affecting Students (#103)
2. Discrimination/Title IX Sexual Harassment Affecting Staff (#104)

10. NEW BUSINESS

- A. Consideration to approve the first reading of the following Berks Career and Technology Center policies:

1. Meetings (#006)
2. Trauma-Informed Approach (#146.1)
3. School Bus Drivers & School Commercial Motor Vehicle Drivers (#801.1)
4. Emergency Preparedness and Response (#805)
5. School Security Personnel (#805.2)
6. School Vehicle Drivers (#810.3)
7. Public Participation in JOC Meetings (#903)

11. BCTC Report

- A. Administrative Report

- B. Student Honors

1. Oley Fair Winners

- C. Important Dates

1. September 28, 2021, Professional Advisory Committee (PAC) Meeting, (West Campus)
2. October 11, 2021, In-Service (West Campus)
3. October 18-21, 2021, OAC Meeting (East & West Campuses)
4. October 25-28, 2021, OAC Meeting (East & West Campuses)
5. October 27, 2021, Joint Operating Committee (JOC) Meeting (East Campus), 7:30 pm

12. COMMITTEE REPORTS

- A. Finance Committee – Gary Reinert, Chairperson

1. Consideration to approve the Perkins V, budget for the 2021-2022 fiscal year in the amount of \$547,717.
2. Consideration to approve to transfer a budgetary transfer withing the General Fund in the amount of \$304,313 for the 2020-2021 fiscal year.

- B. Negotiations Committee – Gary Reinert, Chairperson

1. Report on Negotiations Committee meeting that was held on September 15, 2021 at 7:15 PM at West Campus in the LGI Room.

2. Negotiations Committee meeting immediately following the September 22, 2021 JOC Meeting.
 3. Be it resolved, the JOC authorizes the appropriate officers to enter into the attached Salary Rate Adjustment MOU with BCTCESPA.
- C. Building/Insurance Committee – Andrew Raugh, Chairperson
1. Consideration to approve repair of the CDL site asphalt at a cost not to exceed \$11,400. (
 2. Consideration to approve office equipment from Tanner Furniture through State Bid for \$11,692.41, for the Director of Curriculum, Instruction, and Assessment offices at both East and West Campuses. (
- D. Program/Personnel Committee – Caryn Friedlander, Chairperson
1. Consideration to approve the following revised job descriptions:
 - A. HR – Benefits Specialist
 - B. Executive Assistant
- E. Other Committee Reports - NONE

13. PERSONNEL MATTERS

14. OTHER MATTERS FOR CONSIDERATION

- A. Consideration to receive the proposed 2022-2023 Berks Career and Technology Center School Calendar for district planning purposes and authorize administration to distribute the calendar to the 16 sending school district Superintendents.
- B. Consideration to appoint Mr. Robert Heckman as the BCTC Legislative Representative for the PSBA Legislative Policy Council for the 2021-2022 fiscal year.
- C. Consideration to ratify the BCTC Health and Safety Plan effective August 24, 2021.
- D. Consideration to ratify the enclosed Resolution for Dr. Michael Stauffer to authorize any and all agreements, grants and/or licenses with the Pennsylvania Department of Education effective August 21, 2021.
- E. Consideration to approve the committee members for the Berks Executive Committee, Occupational Advisory Committee, and the Professional Advisory Committee.

15. PERSONS DESIRING TO BE HEARD

16. ADJOURNMENT