

**REGULAR MEETING OF
WEDNESDAY – OCTOBER 27, 2021
EAST CAMPUS – OLEY, 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. Agenda Items and/or Changes
- E. Appointment of Nominating Committee for the offices of the Chairperson and Vice Chairperson

2. RECEIPT OF BIDS - NONE

3. APPROVAL OF MINUTES

- A. September 22, 2021 (Enclosure)

4. RATIFICATION AND APPROVAL OF BILLS (Enclosure)

A. General Fund	
1. Ratifications	\$2,109,098.13
2. Approvals	\$ 90,033.60
B. Capital Reserve Fund	
1. Ratifications	\$ 0.00
C. Activity Fund	
1. Ratifications	\$ 810.00
D. Cafeteria Fund	
1. Ratifications	\$ 61,961.10
E. BCTC Education Foundation	
1. Ratifications	\$ 0.00

5. ACCEPTANCE OF FINANCIAL REPORTS (Enclosure)

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

6. INVESTMENT OF FUNDS - NONE

7. COMMUNICATIONS - NONE

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

10. NEW BUSINESS

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

1. Staff Handbook (Enclosure)
2. Student Handbook (Enclosure)

11. BCTC Report

A. Administrative Report

B. Student Honors - None

C. Important Dates

1. November 10, 2021, Open House - West Campus, 5:30 pm – 8:30 pm
2. November 11, 2021, Open House - East Campus, 5:30 pm – 8:30 pm
3. November 11-12, 2021, ISO Internal Audit (West & East Campuses)
4. November 22-29, 2021, Thanksgiving Student Holiday
5. November 22-23, 2021, Act 80 Days
6. December 9, 2021 Joint Operating Committee (JOC) Re-organization Meeting (West Campus), 7:00 pm

12. COMMITTEE REPORTS

A. Finance Committee – Gary Reinert, Chairperson

1. Consideration to receive the Independent Audit Report for the 2020-2021 Fiscal Year as presented by Barbacane, Thornton & Company, LLP, Inc. (Enclosure)
2. Consideration to approve a transfer of \$150,000 from the General Fund PSERS Assigned Fund Balance to the General Fund Unassigned Fund Balance as approved in the 2021-2022 General Fund Budget.
3. Consideration to approve a transfer of \$1,500,000 from the General Fund to the Capital Reserve Fund consistent with the audit report for fiscal year 2020-2021.

B. Negotiations Committee – Gary Reinert, Chairperson

1. There will be a Negotiations Committee meeting immediately following the JOC meeting on October 27, 2021.

C. Building/Insurance Committee – Andrew Raugh, Chairperson

1. Report on a Building/Insurance Committee meeting held at 5:00 pm on October 27, 2021 prior to the JOC meeting at the East Campus.
2. Consideration to approve Systems Design Engineering to oversee the preparation of the erosion and sedimentation control plan for the creation of the

work area for the Heavy Equipment Operations program at the East Campus with a cost not to exceed \$5,500. (Enclosure)

3. Consideration to approve a release from Erie Insurance for \$11,400 for the repairs to the CDL site. (Enclosure)
 4. Consideration to approve \$73,586 to Landis Mechanical to replace water fountains in the East and West Campuses with bottle fill stations. This work is through COSTARS and will be paid from the GEERS II grant. (Enclosure)
 5. Consideration to approve outside lighting upgrades for both the East and West Campuses, at a cost of \$71,280 through State Bid and paid from the GEERS II grant. (Enclosure)
 6. Consideration to approve an upgrade to both East and West cafeteria sound systems at a cost not to exceed \$13,314.24, through Entertainment Services Group. (Enclosure)
- D. Program/Personnel Committee – Caryn Friedlander, Chairperson
1. Consideration to approve BCTC's protocols and procedures for Temporary Work from Home (TWfH) Arrangements. (Enclosure)

13. PERSONNEL MATTERS

14. OTHER MATTERS FOR CONSIDERATION

- A. Consideration to approve Brumbach, Mancuso & Fegley, P.C. as the Solicitor for the Joint Operating Committee beginning January 1, 2022 through December 31, 2022 at a cost of \$14,000 and a rate increase of \$5 per hour. (Enclosure)
- B. Consideration to authorize administration and officers to pay bills and salaries during the month of November 2021, to be ratified at the December 9, 2021 JOC meeting.

15. PERSONS DESIRING TO BE HEARD

16. ADJOURNMENT