

Joint Operating Committee

1057 County Road
Leesport, Pennsylvania 19533
Phone 610 • 374-4073
www.berkscareer.com



**REGULAR MEETING OF
WEDNESDAY – MARCH 23, 2022
EAST CAMPUS – OLEY, PA
7:30 PM
AGENDA**

1. CALL TO ORDER

- A. Pledge of Allegiance to the Flag
- B. Attendance/Roll Call
- C. Moment of Silence
- D. Announce Executive Session
- E. Agenda Items and/or Changes

2. RECEIPT OF BIDS

- A. Lucas 3.1 Chest Compression System and Battery Charger

3. APPROVAL OF MINUTES

- A. February 23, 2022

4. RATIFICATION AND APPROVAL OF BILLS

A. General Fund	
1. Ratifications	\$1,423,033.39
2. Approvals	\$ 101,542.84
B. Capital Reserve Fund	
1. Ratifications	\$ 0.00
C. Activity Fund	
1. Ratifications	\$ 43,078.47
D. Cafeteria Fund	
1. Ratifications	\$ 64,438.86
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 – NONE

7. COMMUNICATIONS

- A. Communications received on March 4, 2022, from Ms. Mimi Shade, Superintendent Secretary at Tulpehocken Area School District, stating that Mr. Christopher Heck was nominated as the JOC Alternate as of March 15, 2022, for a 3-year term ending on December 31, 2024.
- B. Communications received on March 10, 2022, from Mr. Shane Miller, from PA Department of Education, indicating we have been approved for the Act 80 days for the School Year 2021-2022.
- C. Communications received on February 24, 2022, from Ms. Eileen Dautrich, from the TriCounty Area Chamber of Commerce Foundation Inc., communicating that we have been awarded a \$1,000 to be used for teacher mini grants to support vocational career development programs.

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 and procedures:
 - 1. Discrimination Complaint Procedures (Attachment 2 for Policy 103)
 - 2. Title IX Sexual Harassment Procedures and Grievance Process for Formal Complaints (Attachment 3 for Policy 103)
 - 3. Template for Letter Documenting Parental Objection to Child's Participation in an Investigation (Attachment 4 for Policy 103)
 - 4. Discrimination – Title IX Sexual Harassment Affecting Staff (104)
 - 5. Discrimination Complaint Procedures (Attachment 2 for Policy 104)
 - 6. Title IX Sexual Harassment Procedures and Grievance Process for Formal Complaints (Attachment 3 for Policy 104)

10. NEW BUSINESS - NONE

11. BCTC Report

- A. Administrative Report
- B. Student Honors
 - 1. SkillsUSA
- C. Important Dates
 - 1. April 6-8, 2022 - SkillsUSA State Leadership Conference, Hershey, PA
 - 2. April 11-14, 2022 - OAC Meetings
 - 3. April 12-18, 2022 - Spring Break
 - 4. April 25-27, 2022 - OAC Meetings
 - 5. April 27, 2022 - Joint Operating Committee Meeting, West Campus - 5:30 pm
 - 6. April 28, 2022 - Berks Executive Council Meeting, East Campus – 8:00 am

12. COMMITTEE REPORTS

- A. Finance Committee – Gary Reinert, Chairperson
 - 1. Consideration to approve The Vanguard Group as an additional Custodian option available through the BCTC 403b plan effective 3/24/2022.
- B. Building/Insurance Committee – William Palmer, Chairperson
- C. Negotiations Committee – Gary Reinert, Chairperson
- D. Program/Personnel Committee – Caryn Friedlander, Chairperson

E. Other Committee Reports

13. PERSONNEL MATTERS

14. OTHER MATTERS FOR CONSIDERATION

- A. Consideration to approve the following BCTC 2022-2023 calendars:
 - 1. School Calendar
 - 2. Custodial & Maintenance Mechanics Staff Calendar
 - 3. Administrative, Confidential Support, Secretarial & Clerical Support Staff Calendar
- B. Consideration to approve BCTC to enter into an Articulation Agreement with RACC for the Diversified Occupations Program.
- C. Consideration to approve the 2022-2025 Professional Development Plan.
- D. Consideration to approve the 2022-2028 Induction Plan.
- E. Consideration to approve Ms. Jessica Werner, Mr. Philip Harris, Mr. Christopher Nappi, Ms. Tracey Sholl, Mr. Matthew Huck, Mr. Brad Entekin and Dr. Kristine Rosenberger to attend the SkillsUSA State Competition in Hershey, PA, on April 6-8, 2022 at a cost not to exceed \$4,700 The SkillsUSA chapter will pay for the remainder of the expenses.
- F. Consideration for the Continuing Education Department to enter into a contract with Holiday Inn Express Wyomissing to provide meeting space for CDL training for the April 11, 2022 class not to exceed \$1,400 from the Continuing Education Fund.

15. PERSONS DESIRING TO BE HEARD

16. ADJOURNMENT