

Joint Operating Committee

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**REGULAR MEETING OF
WEDNESDAY – JUNE 22, 2022
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. Agenda Items and/or Changes

2. RECEIPT OF BIDS – NONE

3. APPROVAL OF MINUTES

- A. May 25, 2022

4. RATIFICATION AND APPROVAL OF BILLS

1. Ratifications	\$1,397,917.00
2. Approvals	\$ 20,582.88
B. Capital Reserve Fund	
1. Ratifications	\$ 0.00
C. Activity Fund	
1. Ratifications	\$ 20,512.65
D. Cafeteria Fund	
1. Ratifications	\$ 43,559.95
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. PLGIT, purchased 6/17/22, 119-day Term fixed investment, 2.26%, \$500,000, interest of \$3,684.11.
- B. PLGIT, purchased 6/17/22, 182-day Term fixed investment, 2.68%, \$500,000, interest of \$6,681.64.

7. COMMUNICATIONS

- A. Communications received on June 9, 2022 from Capital Advantage Insurance Company indicating they are providing BCTC Education Foundation with an Educational Improvement Tax Credit (EITC) contribution in the amount of \$10,000.

8. ANYONE WISHING TO ADDRESS AGENDA ITEMS

9. OLD BUSINESS - NONE

10. NEW BUSINESS

- A. Consideration to approve the first reading of the following Berks Career and Technology Center policy:
 - 1. Non-school Organizations/Groups/Individuals (913)

11. BCTC Report

- A. Administrative Report
 - 1. Continuing Education (Ms. Kim DeHart)
 - 2. To acknowledge the six-month review of the BCTC 2021-2022 Health and Safety Plan as required by the American Rescue Plan (ARP).
- B. Student Honors
 - 1. Students of the Quarter
- C. Important Dates
 - 1. June 20-24, 2022, SkillsUSA National Leadership Conference, Atlanta, GA
 - 2. June 21-26, 2022, PENN HOSA National Leadership Conference, Nashville, TN
 - 3. June 29 - July 3, 2022, FCCLA National Leadership Conference, San Diego, CA
 - 4. July 25, 2022, Summer Planning Meeting, Penn State
 - 5. July 26-28, 2022, PACTA Summer Conference, Penn State
 - 6. August 17-18, 2022, In-Service
 - 7. August 23, 2022, Student First Day of School
 - 8. August 24, 2022, Joint Operating Committee Meeting, East Campus

12. COMMITTEE REPORTS

- A. Finance Committee – Gary Reinert, Chairperson
 - 1. Consideration to approve the proposed Adult & Continuing Education 2022-2023 Fiscal Year Budget for the Berks Career and Technology Center with planned expenditures not to exceed \$1,628,017.
- B. Building/Insurance Committee – William Palmer, Chairperson
 - 1. Report on the Building/Insurance Committee meeting held on June, 22, 2022 prior to the JOC meeting.
 - 2. Consideration to approve Tompkins Insurance as the Broker of Record for the 2022-2023 fiscal year.
 - 3. Consideration to approve the 2022-2023 Insurance Policy Rates as of July 1, 2022. Increases or decreases in premium may be experienced throughout the year due to change in levels of exposure.
- C. Negotiations Committee – Gary Reinert, Chairperson.
 - 1. Consideration to approve the 2022-2023 Instructional Staff Salary Schedule.
 - 2. Consideration to approve the 2022-2023 Instructional Staff Salary List.

3. Consideration to approve the 2022-2023 Administrative Staff Salary List consistent with the ACT 93 Agreement and NON-ACT 93 Administrators effective July 1, 2022 for the 2022- 2023 fiscal year.
 4. Consideration to approve the hourly rates for the BCTC Education Support Professional Association/PDSEA/NEA personnel effective July 1, 2022 for the 2022-2023 fiscal year in accordance with the terms of the approved contract.
 5. Consideration to approve the 2022-2023 Confidential and Technical Support Staff Listing and hourly rates effective July 1, 2022 for the 2022-2023 fiscal year.
 6. Consideration to approve the non-bargaining Continuing Education personnel hourly increases effective July 1, 2022 for the 2022-2023 fiscal year.
- D. Program/Personnel Committee – None
 E. Other Committee Reports - None

13. PERSONNEL MATTERS

14. OTHER MATTERS FOR CONSIDERATION

- A. Consideration to approve the cafeteria prices for the 2022-2023 school year:

1. Student Meal – Breakfast	\$2.00
2. Student Reduced Meal - Breakfast	\$0.30
3. Student Meal – Lunch	\$3.25
4. Student Reduced Meal – Lunch	\$0.40
5. Adult Meal – Breakfast	\$3.00
6. Adult Meal – Lunch	\$4.75
- B. Consideration to authorize the Executive Director to offer employment to prospective employees between the June and August Board Meetings subject to receiving approval from the Berks Career & Technology Center Board Officers through polling of each officer. Employment shall be ratified at the August 24, 2022 board meeting.
- C. Consideration to approve the Emergency Instructional Time Template for the 2022-2023 school year.
- D. Consideration to approve the 2022-2025 Berks Career & Technology Center’s Comprehensive Plan.
- E. Consideration to approve Berks Career and Technology Center’s Student Services Plan for the 2022-2028 school years.
- F. Consideration to approve the Berks Career and Technology Center’s Act 158 Implementation Plan.
- G. Consideration to enter into an agreement with Alvernia University to provide intern experiences for Psychology and Counseling students. The agreement will be in effect starting May 1, 2022 and shall have an initial term of one year.
- H. Consideration to approve the contracts with the Berks County Intermediate Unit, Eshelman Transportation Inc., Keystone Transportation, Krapf School Bus, New Rhoads Transportation, and Quigley Bus Service Inc. for 2022-2023 school year transportation services totaling \$2,055,388.98.
- I. Consideration for the Continuing Education Department to enter into a contract with Kegerreis Outdoor Advertising, Inc. to purchase 2 electronic billboards from July through December at a cost not to exceed \$14,340 from the Continuing Education 2022-2023 advertising budget.
- J. Consideration for the Continuing Education Department to enter into a contract with Lamar Advertising to purchase 3 billboards from July through September at a cost not to exceed \$5,085.00 from the Continuing Education 2022-2023 advertising budget.

- K. Consideration for the Continuing Education Department to enter into an agreement with PA CareerLink Berks County Membership from July 1, 2022 through June 30, 2023 not to exceed \$273.23 per month.
- L. Consideration to approve Ms. Karla Gibson to attend the FCCLA National Leadership Conference with 2 students on June 29- July 4, 2022 in San Diego, CA for an estimated cost not to exceed \$2,465.

15. PERSONS DESIRING TO BE HEARD

16. ADJOURNMENT