

**REGULAR MEETING OF
WEDNESDAY – OCTOBER 26, 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. 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

- A. Chillers
- B. Trailer, none received

3. APPROVAL OF MINUTES

- A. September 28, 2022

4. RATIFICATION AND APPROVAL OF BILLS

A. General Fund	
1. Ratifications	\$2,016,749.16
2. Approvals	\$ 25,019.46
B. Capital Reserve Fund	
1. Ratifications	\$ 0.00
C. Activity Fund	
1. Ratifications	\$ 52,962.81
D. Cafeteria Fund	
1. Ratifications	\$ 69,820.04
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 Term, purchased on October 18, 2022 with a maturity date of April 11, 2023 at a net rate of 4.74% in the amount of \$500,000 has an estimated interest of \$11,363.01. Our total investment was \$500,000.

7. COMMUNICATIONS

- A. Communications received from Ms. Amy Martin, Secretary to the Superintendent of Daniel Boone. JOC Alternate, Ashlei Godfrey has resigned, and Mr. Steven Rittenhouse was voted in on September 26, 2022 to replace her until their reorganizational meeting.
- B. Communications received from Tiffany Ebersole, Audit Coordinator from the Commonwealth of Pennsylvania Department of Labor & Industry indicating that BCTC's single audit for the year ending June 30, 2020 contained no findings.

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. Threat Assessment (236.1)
 - 2. Emergency Preparedness & Response (805)
 - 3. School Security Personnel (805.2)
 - 4. Food Services (808)

10. NEW BUSINESS - NONE

11. BCTC Report

- A. Administrative Report
- B. Student Honors - None
- C. Important Dates:
 - 1. October 27, 2022, End of Marking Period 1
 - 2. November 1, 2022, Open House - West Campus, 5:30 pm – 8:30 pm
 - 3. November 2-4, 2022, Integrated Learning Conference, State College, PA
 - 4. November 9, 2022, Open House - East Campus, 5:30 pm – 8:30 pm
 - 5. November 17-18, 2022, ISO Internal Audit - East & West Campuses
 - 6. November 15, 2022, PAC Meeting - East Campus, 8:00 am – 10:00 am
 - 7. November 21-28, 2022, Thanksgiving Student Holiday
 - 8. November 21 & 22, 2022, Act 80 Days
 - 9. December 15, 2022 Joint Operating Committee (JOC) Re-organization Meeting (West Campus), 7:00 pm
 - 10. January 20, 2023, BCTC Education Foundation Breakfast, West Campus, TBD

12. COMMITTEE REPORTS

- A. Finance Committee – Gary Reinert, Chairperson
 - 1. Consideration to approve a transfer of \$125,000 from the General Fund PSERS Assigned Fund Balance to the General Fund Unassigned Fund Balance as approved in the 2022-2023 General Fund Budget.
 - 2. Consideration to approve a transfer of \$1,000,000 from the General Fund to the Capital Reserve Fund.

- B. Negotiations Committee – Gary Reinert, Chairperson
- C. Building/Insurance Committee – William Palmer, Chairperson
 - 1. Report on the Building/Insurance Committee held on October 26, 2022 prior to the JOC Meeting.
 - 2. Consideration to approve the Resolution to execute a contract with M&M Facility Services, low bidder for replacement of chiller at both the East and West Campuses.
- D. Program/Personnel Committee – Caryn Friedlander, Chairperson
- E. Other Committee Reports
 - 1. BEC Meeting Minutes from October 11, 2022

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, 2023 through December 31, 2023. The rate will be the same as the previous year's rate. [\(Enclosure\)](#)
- B. Consideration to authorize administration and officers to pay bills and salaries during the month of November 2022, to be ratified at the December 15, 2022 JOC meeting.
- C. Consideration to approve the committee members for the Berks Executive Council, Occupational Advisory Committee, and the Professional Advisory Committee. [\(Enclosure\)](#)
- D. Consideration to approve the Articulation Agreement between BCTC and Lehigh Carbon Community College effective for the 2022-2023 school year. [\(Enclosure\)](#)
- E. Consideration to approve the Articulation Agreement between BCTC and The Culinary Institute of America effective for the 2022-2023 school year. [\(Enclosure\)](#)
- F. Consideration to approve the Articulation Agreement between BCTC and Pennsylvania College of Art & Design effective for the 2022-2023 school year. [\(Enclosure\)](#)
- G. Consideration to approve the Articulation Agreement between BCTC and the Automotive Training Center effective for the 2022-2023 school year. [\(Enclosure\)](#)
- H. Consideration to approve the Articulation Agreement between BCTC and the Commonwealth Technical Institute at the Hiram G. Andrews Center effective for the 2022-2023 school year. [\(Enclosure\)](#)
- I. Consideration to approve the 2022-2023 course curriculum for the following BCTC programs: Automotive Collision Repair Technology, Building Construction Occupations, Computer Systems Networking & Security, Cosmetology, Culinary Arts and Diesel Technology. [\(Auto Col\)](#) [\(Build Con\)](#) [\(Comp Net\)](#) [\(COS\)](#) [\(Culinary\)](#) [\(Diesel\)](#)
- J. Consideration to appoint Mr. Jason Feiertag as the Berks Career and Technology Center's Management Representative to serve on the Berks County School Districts Health Trust Board of Trustees.
- K. Consideration to approve Mr. Christopher Bard to attend the PA Youth Mental Health Summit & PA School Counselor Association Conference in Lancaster, PA on December 7 – 9, 2022 at a cost not to exceed \$700.
- L. Consideration to approve the contract between BCTC and the Santander Arena for the Senior Recognition Ceremony to be held on May 30, 2023 at a cost of \$12,400. [\(Enclosure\)](#)
- M. Consideration to ratify the contracts to vendors for heating oil, diesel and gasoline bids for the 2022-2023 fiscal year, per Berks County Joint Purchasing Bid awarded July 6, 2022, as presented. [\(Enclosure\)](#)

- N. Consideration to request and approve bids for one used Crawler Loader for the HEO program utilizing Perkins funds for an amount not to exceed \$125,000. ([Enclosure](#))
- O. Consideration to enter into an agreement with SpyGlass to audit telecom expenses with the goal of finding savings.

15. PERSONS DESIRING TO BE HEARD

16. ADJOURNMENT