

Joint Operating Committee

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REGULAR MEETING OF THURSDAY – DECEMBER 15, 2022 WEST CAMPUS – LEESPORT, PA 7:00 PM

AGENDA

1. CALL TO ORDER

- A. Pledge of Allegiance to the Flag
- B. Attendance/Roll Call
- C. Agenda Items and/or Changes
- D. Announce Executive Session
- E. Recognition of Newly Appointed and Returning JOC Members
- F. Appoint Temporary Chairperson
- G. Report of Nominating Committee for the Election of Chairperson, Vice Chairperson
- H. Election of Officers
 - 1. Chairperson (1-year term – 2023 Calendar Year)
 - 2. Vice Chairperson (1-year term – 2023 Calendar Year)
- I. JOC Sub-Committee Appointments

2. RECEIPT OF BIDS - NONE

3. APPROVAL OF MINUTES

- A. October 26, 2022

4. RATIFICATION AND APPROVAL OF BILLS

A. General Fund	
1. Ratifications	\$1,841,103.49
2. Approvals	\$ 0.00
B. Capital Reserve Fund	
1. Ratifications	\$ 0.00
C. Activity Fund	
1. Ratifications	\$ 21,770.59
D. Cafeteria Fund	
1. Ratifications	\$ 65,968.12
E. BCTC Education Foundation	
1. Ratifications	\$ 17,908.57

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 November 21, 2022 from Mr. Danny Novak, Assistant Director at Pennsylvania Office of the Budget, indicating that our single audit report for the year ending on June 30, 2021 contains all the required elements.
- B. Communications received October 31, 2022 from Tanya Berfield, Director of K-12 Outreach from Pennsylvania College of Technology, indicating BCTC's Penn College Dual Enrollment participation fee for the 2022-2023 school year has been paid by Coterra Energy.
- C. Communications received November 28, 2022 from Ginger Kunkel, PA President of Tompkins Community Bank indicating they have presented us with a \$5,000 EITC donation to the BCTC Education Foundation.
- D. Communications via the phone was received on December 5, 2022 from a representative from the Mid Penn Bank with a \$4,000 EITC donation to the BCTC Education Foundation.
- E. Communications received December 6, 2022 from Ms. Cindy Sunday, Administrative Assistant to Hamburg Area School District, indicating that Mr. Thomas DeAngelo has been appointed as JOC Member to fill the unexpired term of Mr. Bradley Faust.
- F. Communications received on December 6, 2022 from Ms. Sheri Piveteau, Administrative Assistant to Wyomissing Area School District, indicating that Ms. Esmine Townsend has been appointed as the JOC Alternate to fill the unexpired term of Ms. Laurie Waxler.
- G. Communications received on December 6, 2022 from Ms. Sharon Patton, Administrative Assistant to Governor Mifflin School District, indicating that Ms. Elizabeth Adams has been appointed as the JOC Alternate to fill the unexpired term of Mrs. Jill Koestel, Esq.
- H. Communications received on December 12, 2022 from Ms. Heather Stricker, Administrative Assistant to Conrad Weiser School District, indicating that Mr. William Carl has been appointed as the JOC Member to fill the unexpired term of Mr. Neal McNutt and Mr. Neal McNutt has been appointed as the JOC Alternate to fill the unexpired term of Mr. William Carl.
- I. Communications received on December 13, 2022 from Ms. Katherine Meyers, Audit Specialist of the PA Commission on Crime and Delinquency, indicating the single audit for the fiscal year ending June 30, 2021, has passed all requirements.

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 policies:
 - 1. Attendance (204)
 - 2. Suspension and Expulsion (233)

11. BCTC Report

- A. Administrative Report
- B. Student Honors
 - 1. FFA Regional CDE Competition
 - 2. Students of the Quarter
 - 3. 2023 CTE Presidential Scholar Nomination
- C. Important Dates
 - 1. December 16, 2022, HOSA State Board Meeting (East Campus)
 - 2. January 17, 2023, Professional Advisory Committee Meeting (East Campus), 8:00 am
 - 3. January 20, 2023, Education Foundation Breakfast (West Campus), 7:30 am
 - 4. January 25, 2023, BBEC Board Meeting (West Campus), 8:00 am
 - 5. January 25, 2023, Joint Operating Committee Meeting (JOC) (East Campus), 7:30 pm

12. COMMITTEE REPORTS

- A. Finance Committee – Gary Reinert, Chairperson
 - 1. Report on the Finance Committee meeting that was held prior to the December 15, 2022 JOC meeting.
 - 2. Consideration to approve a budgetary transfer within the General Fund in the amount of \$194,821.00 for the 2021–2022 fiscal year.
- B. Negotiations Committee – Gary Reinert, Chairperson
- C. Building/Insurance Committee – John Burdy, Chairperson
- D. Program/Personnel Committee – Caryn Friedlander, Chairperson
- E. Other Committee Reports – For Information Only
 - 1. Professional Advisory Committee (PAC) meeting minutes of November 15, 2022.

13. PERSONNEL MATTERS

14. OTHER MATTERS FOR CONSIDERATION

- A. Consideration to approve the 2023 Joint Operating Committee’s regular meeting dates as per the enclosure.
- B. Consideration to approve the signatures of _____, Chairperson; _____, Vice Chairperson; Mr. George Mertz, III, Secretary; Mr. Gary Reinert, Treasurer; and Jason Feiertag, Director of Finance as authorized signers of the General, Activity, Payroll, Cafeteria and Title IV accounts for Tompkins Community Bank. In addition, the General and Capital Reserve accounts for the Pennsylvania School District Liquid Asset Fund (PSDLAF), General, Activity, Cafeteria and Memorial Accounts with Pennsylvania Local Government Investment Trust (PLGIT) and the Berks Career and Technology Center Education Foundation with Mid Penn Bank for 2023.
- C. Consideration to approve the Commonwealth University of PA Articulation Agreement effective for the 2022-2023 school year.
- D. Consideration to approve the Penn College Dual Enrollment Agreement effective for the 2022-2023 school year.
- E. Consideration to approve the Thaddeus Stevens College of Technology Articulation Agreement effective for the 2022-2023 school year.
- F. Consideration to approve the 2022-2023 course curriculum for the following BCTC programs: Heavy Equipment Technology, Mechatronics Engineering Technology, Medical Health Professions, Painting and Decorating, Recreational & Power Equipment Technology, and Service Occupations.
- G. Consideration to approve Mr. Ernest Powell, Ms. Jennifer Maryniak, Mr. Todd Heckman, Ms. Rebecca Shoemaker to attend the Mutter Museum in Philadelphia, PA on December 19, 2022 with 96 students at a cost not to exceed \$1,264.
- H. Consideration to ratify Mr. Kevin Heimbach and Mr. James Mack along with 4 Diesel Technology and Heavy Equipment students to attend the Penn College Diesel Competition on December 9-10, 2022 in Williamsport, PA at a cost not to exceed \$560.
- I. Consideration to ratify Mr. Eric Lynch to attend the Niagara Falls Culinary Institute Professional Development Conference on December 3-5, 2022 in Niagara Falls, NY at no cost to BCTC.
- J. Consideration to enter into an Affiliation Agreement with Messiah University to provide intern experiences for counseling students. The agreement will be in effect starting December 15, 2022 for a term of five (5) years.
- K. Consideration to approve the move of the East Campus Electrical Occupations program and teacher, Mr. Kerry Eckert, to the West Campus for the start of the 2023-2024 school year.
- L. Consideration to ratify the purchase of one used Crawler Loader for the HEO program in the amount of \$124,900 as per the bid received November 7, 2022. Funding for purchase is comprised of \$100,000 from Perkins funds and \$24,990 from the General Fund.

M. Consideration to approve the contracts to vendors for copy paper bids per the Berks County Joint Purchasing Bid Award dated December 6, 2022, for January 1, 2023 to June 30, 2023.

15. PERSONS DESIRING TO BE HEARD

16. ADJOURNMENT