

JOINT OPERATING COMMITTEE

MINUTES

SEPTEMBER 7, 2022

The meeting was called to order by Maggie Philips, Chairperson, at 6:32 p.m. The pledge of Allegiance was recited.

PRESENT: Troy Chiddick
Phil Daniels
Chris Epstein
Alice Hope-Budno
Christopher Jarmillo
Louis Mason, Vice Chairperson
Susan Moore
Maggie Phillips, Esq., Chairperson

ALSO PRESENT: Dr. Angela King, Executive Director
James Brunken, Assistant Director
Tamara Darden, Supervisor of Business Operations
Tom Thompson, Supervisor of Technology
Dr. John Toleno, Superintendent of Record (Virtual Attendance)
Mark Fitzgerald, Esq., Solicitor (Virtual Attendance)
Jessica Titus, JOC Secretary

NOT PRESENT: Dana Johnson, Supervisor of Facilities

GUESTS: Joe Renzi, Abigail Philips, and Amy DeLellis

PRESENTATION: Mr. Renzi, Public Services Program Instructor, provided an overview of curriculum, dual enrollment, certifications, and alumni.

MINUTES

MOTION: 1. To approve the minutes of August 3, 2022.

Above motion #1 was moved by Mr. Mason and seconded by Mrs. Epstein.
Membership Polled. All in Favor. Motion Carried.

TREASURER'S REPORT

MOTION: 2. To approve the following items of the June 31, 2022 Treasurer's Report:
a. Pages 1 through 11 for file and audit.
To approve General Fund Disbursements for August 31, 2022

- a. Check #11415 through #11489, ACH payments and electronic transfers in the amount of \$583,919.99 (Page 13)

Above motion #2 was moved by Mrs. Moore and seconded by Mr. Mason.
Membership Polled. All in Favor. Motion Carried.

DIRECTOR'S REPORT

3. To approve employment of the following individuals:

Name: Michael Smith
Position: Exercise Sciences & Rehabilitation Therapy Instructor
Effective Date: October 3, 2022
Status: Full-Time/190 days
Annual Salary: A-7/\$59,772.00
Benefits: As per the current negotiated teacher's contract

Name: Lisa Baranek
Position: Learning Support Liaison
Effective Date: TBD
Status: Full-time/190 days
Salary Step/Salary: E-11/\$90,686
Benefits: As per the current negotiated teacher's contract

4. To approve the Health and Safety Plan Summary: (Attachment #1)
5. To approve attendance of Jim Brunken, Assistant Director, at the 2022 School Safety Conference at the Normandy Farm Conference Center on November 16, 2022, at no cost. (Attachment #2)
6. To approve attendance of Amy DeLellis, Coordinator of Work Based Studies, at the 2022 Cooperative Education Conference on October 12 to October 14, at a cost not to exceed \$855.40. (Attachment #3)
7. To approve supplemental contracts for the 2022-2023 school year:

<u>Name</u>	<u>Supplemental</u>	<u>Amount</u>
Kathy Slattery	Website Advisor	\$1,300.00
Sandy Brower	Coordinator of Youth Activities	\$1,600.00
Katie Allen	Lead Teacher	\$1,500.00
David Ayres	Lead Teacher	\$1,500.00
Joe Renzi	SkillsUSA Advisor	\$1,350.00

<u>Name</u>	<u>Supplemental</u>	<u>Amount</u>
Melanie Wheeler	SkillsUSA Advisor	\$1,350.00
Gerald Damon	SkillsUSA Advisor	\$1,350.00
Jerry MacKereth	SkillsUSA Advisor	\$1,350.00
Deb Broderick	Dual Enrollment	\$2,000.00
Eileen Lawler	Dual Enrollment	\$2,000.00
Gerald Damon	Dual Enrollment	\$2,000.00
Ed Titus	Dual Enrollment	\$2,000.00
Jarrett Young	Dual Enrollment	\$2,000.00
Joe Renzi	Dual Enrollment	\$2,000.00
Noelle Pumo	HOSA Advisor	\$1,350.00
Kelly Williams	HOSA Advisor	\$1,350.00

8. To approve the MCIU Service Agreement to provide technical support with PIMS and Child Accounting. With a monthly rate of \$2,000.00 and yearly rate of \$22,000.00, starting on August 1, 2022. (Attachment #4)
9. To approve the lease of 5 Apple computers for Video, Sound, and Music Production program. Lease not to exceed \$5,895.00. (Attachment #5)

Above motions #3 through #9 were moved by Mr. Chiddick and seconded by Mrs. Moore.

Membership Polled. All in Favor. Motion Carried.

Mrs. Philips inquired about the possible need for additional Learning Support staff with increased enrollment and how many students have an IEP. Mr. Brunken shared that CMTHS currently has 500+ students with IEPs. Learning Support looks a little different here, we do not write the IEPs. We provide support and assistance to students and instructors.

Dr. King thanked Mrs. Philips and the JOC for providing a creative and thoughtful gesture for the CMTHS staff on the first day of school. A Woot-Woot wagon was created and loaded up with snacks and beverages for all staff to enjoy. Dr. King and Mrs. Titus went through the entire building checking in with staff and offering a special treat from our JOC. This was a great way to show the support and connection of the JOC.

COMMITTEE REPORTS

Facility Review

10. Cooperative purchasing service to begin roof project.

Mrs. Hope-Budno wants to move forward with the roofing project with a plan/phase. This will fall under the Capital project. The roof has been discussed for several years; it is time to move forward. Dr. King explained that the roof does not have issues when it is raining. The issues occur during hot days. The heat melts the tar and the tar leaks into the building. Dr. Toleno explained that the roof project will be 9 months out due to supply chain issues. This works in our favor as we do not want to do roof renovations with staff and students in the building. Mrs. Philips stated that this approval is the start of the process.

11. Replace alarm system.

Mrs. Hope-Budno stated the need to move forward with replacing the alarm system due to coding failures. Dr. King explained that the cameras are working, it's the infrastructure of the system. It is providing false codes and sending alerts that are not accurate. Doors remained locked, so the building is secure. Every time there is an issue Mr. Johnson is the one to investigate the issue and check on the school at all hours of the night. Moving forward with estimates.

Above motions #10 and #11 were moved by Mrs. Hope-Budno and seconded by Mrs. Epstein.

Membership Polled.

All in Favor.

Motion Carried.

Meeting adjourned at 7:21 p.m.

Respectfully submitted,

Jessica Titus
JOC Secretary