

JOINT OPERATING COMMITTEE

MINUTES

FEBRUARY 5, 2020

The meeting was called to order by Eunice Franklin-Becker, Chairperson, at 6:30 in the Board Room of Central Montco Technical High School. The Pledge of Allegiance was recited.

PRESENT: Chris Epstein
Eunice Franklin-Becker, Chairperson
Susan Moore
Tiffani Hendley
Louis Mason
Alice Budno Hope, Vice Chairperson
Eric Elvanian
Maggie Philips, Esq., Treasurer

ABSENT: Dr. Monica D'Antonio

ALSO PRESENT: Seth Schram, Director
Dr. Angela King, Assistant Director
Charles J. Braun, Supervisor of Business Operations
Larry Byron, Special Projects, Technology and Operations Supervisor
Marilyn Monastero, J.O.C. Secretary
Mark Fitzgerald, Esq., Solicitor

GUEST: Michael Melnyk

An Executive Session was held from 6:30 to 6:40 to discuss personnel issues.

MINUTES

MOTION: 1. To approve the minutes of December 17, 2019.

Above motion #1 was moved by Mrs. Philips and seconded by Mrs. Moore
Membership Polled. All in Favor. Motion Carried.

TREASURER'S REPORT

MOTION: 2. To approve the following items of the December 31, 2019 Treasurer's Report:
a. Pages 1 through 11 for file and audit.
To approve General Fund Disbursements for January 31, 2020,
a. Check #8791 through #8903, including voided checks #8747
and #8763 ACH payments and electronic transfers
in the amount of \$599,786.08. (Pages 12 and 12a)

Above motion #2 was moved by Mrs. Philips and seconded by Mrs. Hope.
Membership Polled. All in Favor. Motion Carried.

DIRECTOR'S REPORT

MOTION: 3. To approve additional substitute for the 2019-2020 school year:

Name: Teresa Martin
Program: Health Care Sciences/Nurse
Rate: \$100/day

4. To approve additional out-of-districts students for 2019-2020:

Name	District/School	Program	Grade
Jaron Patterson	LM/Harrinton	Culinary Arts	12
Ryan Laverty	Springford Area/Springford	Landscape	11

5. To approve the following educational activity: (Attachment #1)

Program: HOSA (Health Occupations Students of America)
Event: Pennsylvania State HOSA State Conference and Skill Olympics
Location: Radisson Hotel – King of Prussia, PA
Dates: April 1 – 3, 2020
No. of Students: 42
Chaperones: Connie Price, Allison Latzo and Steve Bross
Estimated Cost: \$16,361.00
Transportation/Cost: School Bus/\$310.00

6. To employ the following individual:

Name: Colleen Kriebel
Status/Position: Long-term Substitute Baking Instructor
Effective Date: January 27, 2020
Salary Step: Step A-7/\$56,880.00 pro-rated
Benefits: As provided in the current Teachers Contract

7. To approve first reading of revised Policy #008 - Organization Chart. (Attachment #2)

8. To approve the following educational field trip:

(Att. 3) Program: Cosmetology
Destination: Jacob Javits Convention Center
New York City
Purpose: New York Hair Show
Date: Tuesday, March 10, 2020
Time: 7:30 a.m. to 5:00 p.m.
No. of Students: 45

Chaperones: Mary Boccella, Alissa Messina,
Erika Di Ienno and other volunteer
adults
Transportation/Cost: Charter Bus - \$1,499 .00
(\$749.50) General Fund and the
balance paid from Cosmetology
production funds)

9. To approve continuation of the Carl D. Perkins plan for 2019-2020.
10. To approve attendance of Nicholas Hughes at the C-Tech Certified Instructor Training in Sparta, NJ on June 11 and 12, 2020 at a cost not to exceed \$1199.12. (Attachment #4)
11. To accept the resignation of Marcus Branch, Instructional Assistant, effective January 30, 2020. (Attachment #5)

Above motions #3 through #11 were moved by Mrs. Philips and seconded by Mr. Mason.

Membership Polled. All in Favor. Motion Carried.

ADMINISTRATIVE REPORTS

Dr. King reported that

- All school events are posted on the website and on social media.
- In the process of celebrating SkillsUSA Week and Career and Technical Education Month. The SkillsUSA state conference will be held in April in Hershey.
- Counselors Week – home school counselors will be here tomorrow for the Counselors Breakfast.
- Black History Month will be recognized at an event hosted here by the NAACP on Feb. 22nd.

Larry Byron stated that he is busy assisting and providing technology needs for all activities being held.

SOLICITOR'S REPORT

Mark Fitzgerald updated the committee on the proposed HB 1069 relative to changing the Sunshine Act.

COMMITTEE REPORTS

Finance

Maggie Philips reported that the Finance Committee met and agreed that with the great growth the school is experiencing there becomes a need to work together to support this growth.

Curriculum

Seth Schram stated that the Allied Health program may become a one-year, seniors only program. Health Care Sciences offers many additional tasks leading into the Allied Health curriculum.

Facility Review

Alice Hope reported that the roof and the driveway are two upcoming projects. The committee will tour the building and develop a wish list of facility items which need to be addressed.

Personnel

Eric Elvanian reported that negotiations have begun on the ESPA support staff agreement.

Meeting adjourned – 7:20 p.m.

Respectfully submitted,

Marilyn Monastero
Secretary



FIELD TRIP REQUEST FORM

Return completed form to the Director's Office. All Field Trips require J.O.C. approval. Request form must be submitted four (4) weeks prior to the event.

Today's Date: 1/30/20 Date of Trip: April 1, 2, & 3 Instructor making request: Allison Latzo

Destination: Radisson Hotel Valley Forge Convention Center

Destination address: 1160 1st Avenue King of Prussia, PA 19406

Destination Telephone # and Contact Person: Walt Slauch (610) 337-2000

Names of Chaperones: Allison Latzo Substitute Needed? [X] Yes [] No No. students participating: 42

Connie Price [X] Yes [] No Session: [] A.M. [] P.M. [X] Both

TBD [] Yes [] No

Leave 4/1/20 8AM Return 4/3/20 2PM

Transportation: [] School Van [X] School Bus [] Chartered Bus [] Airline

Describe how students are selected for participation:

Interested students take online pre-tests in a healthcare area of student interest and score >50 % to participate in the State Conference or are appointed as delegates by instruction based on attendance, grades, & participation.

Please Provide a detailed description of the trip including its purpose, relevance to your curriculum and the expected outcomes for the students.

HOSA's curriculum is a part of the Program of Study for both the Allied Health & Health Care Sciences. The organization is a source of scholarships, educational resources and events, leadership training, humanitarian activities, and job readiness skills. Students who win at the Pennsylvania State Leadership Conference have the opportunity to compete at the HOSA International Leadership Conference in Houston, Texas this June.

Source of Funding:

Budgeted General Funds \$ 9,261.00 Student Cont. / Youth Club Fund Raising \$ 5,000.00

Grant \$ Individual Class Account \$ 2,100.00

Instructor's Signature [Handwritten Signature]

Supervisor's Signature [Handwritten Signature]

Director's Signature

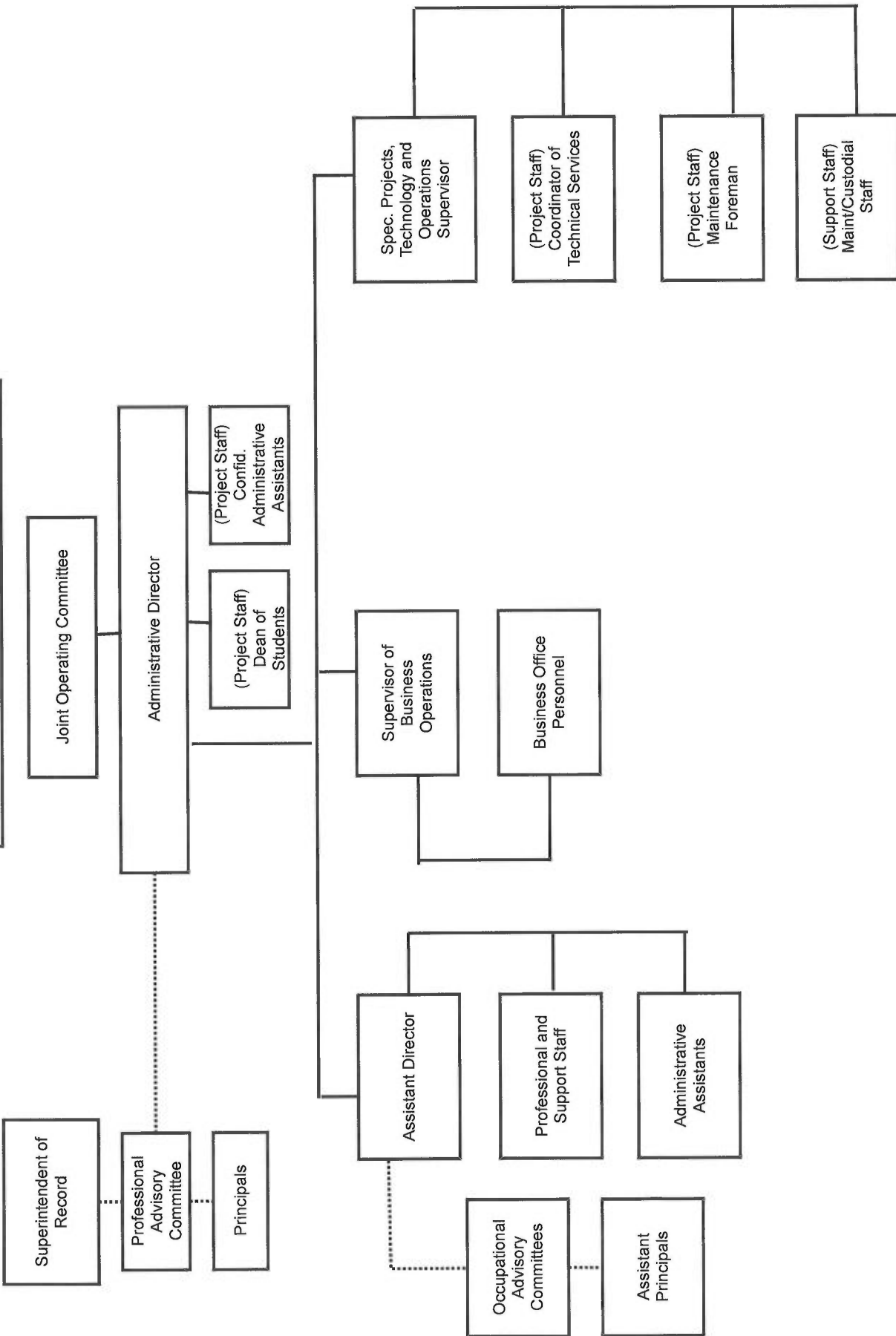
J.O.C. Approval Date 2-05-20

Permission Slips Given to Instructor: Date: 2-06-20 Date Returned:

Bus: [Handwritten Note] Date Ordered: 2-06-20

Contact Person: [Handwritten Name] Cost: 2310.00

CENTRAL MONTCO TECHNICAL HIGH SCHOOL ORGANIZATION CHART





FIELD TRIP REQUEST FORM

Return completed form to the Director's Office. **All Field Trips require J.O.C. approval.**
 Request form must be submitted four (4) weeks prior to the event.

Today's Date: 1-27-2020 Date of Trip: 3-10-2020 Instructor making request: Mary Boccella

Destination: The Beauty Experience 2020

Destination address: Jacob Javitz Centrt, 757 Third Avenue, New York, New York 10017

Destination Telephone # and Contact Person: Natasha Bhalla 212-895-8254

Names of Chaperones: _____ Substitute Needed? _____ No. students participating: 45

Mary Boccella Yes No Session: A.M. P.M. Both

Erika Dilenno Yes No

Alissa Messina Yes No Leave 7:30 Return 5:00

Transportation: School Van School Bus Chartered Bus Airline

Describe how students are selected for participation:

Students that have no suspensions or very excessive absences.

Please Provide a detailed description of the trip including its purpose, relevance to your curriculum and the expected outcomes for the students.

Students have the opportunity to attend classes on new techniques and products used in our industry. They will also be able to watch many demonstrations of new tools and products.

Source of Funding:

Budgeted General Funds \$ 749.50

Youth Club Fund Raising \$ _____

Grant \$ _____

Individual Class Account \$ 749.50

Mary K. Boccella
 Instructor's Signature

[Signature]
 Supervisor's Signature

Director's Signature

2-05-20
 J.O.C. Approval Date

Permission Slips Given to Instructor: _____ Date: ✓ Date Returned: ✓

Bus: _____ Date Ordered: _____



Professional Improvement Conference/Workshop Request Form

Name of Conference/Workshop

Place and Date of Conference/Workshop

Program/
Purpose:

Attendees:

Cost not to exceed:

Registration:	<input type="text" value="\$650.00"/>
Lodging:	<input type="text" value="\$330.12"/>
Transportation:	<input type="text" value="\$119.00"/>
Meals:	<input type="text" value="\$100.00"/>
Other (Describe):	<input type="text"/>
Total:	<input type="text" value="\$1199.12"/>

Source of Funding: Budgeted General Funds: \$
Grant: Amount: \$

Submitted by:
Supervisor's Approval:
Director's Approval:

January 30th, 2020

Hello Seth,

I'm writing in response to the meeting held on January 29th; I've been giving the decision presented by you much thought since this afternoon. It's not an easy choice to make as I originally took the job because of the agreement in place for me to pursue and build my freelance career in balance with my position at CMTHS, using sick and personal days as needed, unpaid days off if needed and communicated, and to inform Steve Bross, and eventually Fred McCarthy, to keep from disrupting continuity in the classroom. I also understand the dilemmas we face since progressively changing the agreement due to conflicts in miscommunication, scheduling and an increased demand for my consistent presence since starting the new Video, Sound & Music program and splitting my position of Teaching Aide between the two programs, the other being Visual Communications.

It's very unfortunate that my art career and career in education have grown to become conflicts for one another, but I must remember not only why I took the job at CMTHS, but why I attended CMTHS as a student and it's to be an artist. I love everything about what I get to do for the students at CMTHS, from scholarship opportunities to giving them the clothes off my back, to informing them first hand of the industry standards and experiences of today. I couldn't be more grateful for such an opportunity to give back nor more disheartened to have to choose between the two rather than have them coexist.

I am writing to inform you that I will be resigning from my position at Central Montco Technical High School effective immediately. However, I do understand the unfortunate circumstance that Fred McCarthy faces with the demand of his class and his family circumstance and definitely do not want to inconvenience him or the class and offer to substitute when needed beginning Monday February 3rd.

I genuinely am thankful to have returned to the very place that gave me so much guidance and creative support in my youth. I'm even more thankful to be able to give back in my time there and would love to continue to; I mentioned internship, co-op, workshop, guest lecture series, workshops, studio visits, you name it. I in no way bow out in vain, it's truly an unfortunate circumstance but I feel this is what I must do in the situation I face.

Thank you,

A handwritten signature in black ink, appearing to read 'M. Branch', written in a cursive style.

Marcus Branch