

JOINT OPERATING COMMITTEE

DIRECTOR'S REPORT

MARCH 4, 2020

ITEM 1: Recommend approval of the following student activity: (Attachment #1)

Program: SkillsUSA
Event: Pennsylvania State Conference and Skills Olympics
Location: Hershey Lodge - Hershey, PA
Dates: April 15 - 17, 2020
No. of Students: 21
Transportation/Cost: School Bus/\$540.00
Estimated Cost: \$8,554.00 (registration, lodging and meals)
Chaperones: Amy DeLellis, Alissa Messina, Joe Renzi

On January 28 and 29, forty-three students from Central Montco Technical High School participated in the District II SkillsUSA Competition held at North Montco Technical Career Center. This local competition is the screening process for those who will represent the District II at the State SkillsUSA Competitions. As has been our tradition, our students performed well earning 17 medals. All first-place gold medal winners at Districts advance to States. In addition, we are planning to compete in several competitions offered only at the state level. Along with our competitors, we are also sending a state officer, a state officer candidate and voting delegates. The State Competition is being held at the Hershey Lodge and Convention Center on April 15 – 17. This activity is funded by a fifty-dollar fee paid by each student and through budgeted general operating funds.

ITEM 2: Recommend attendance of Amy DeLellis and student officer, Evelyn Romero, at the SkillsUSA Pre-conference State Officer Training on March 8 to 10, 2020 at a cost not to exceed \$633.40. (Attachment #2)

ITEM 3: Recommend adoption of revised Policy #008 – Organization Chart. (Attachment #3)

ITEM 4: Recommend approval of additional out-of-district student:

<u>Name</u>	<u>District/School</u>	<u>Program</u>	<u>Grade</u>
Khashayar Shojaian	LM/Harriton	Culinary Arts	11
Dashawna Smith	LM/LM	Cosmetology	11

ITEM 5: Recommend employment of the following individual:

Name: Kevin Folk
Position: Instructional Assistant
Effective Date: March 9, 2020
Employment Status: Full-time/teacher calendar/190 days
Salary/Hourly Rate: \$36,625.00/\$25.00/hour
Benefits: As stated in the current ESPA Support Staff Contract

ITEM 6: Recommend approval of the following educational field trips:

- | | | |
|-----------|----------------------|--|
| (Att. #4) | Program: | Collision Repair |
| | Destination: | Kalahari Resort, Pocono Manor, PA |
| | Purpose: | Trade Show for PPG enviro-based paint |
| | Date: | Monday, March 23, 2020 |
| | No. of Students: | 9 |
| | Chaperone: | Fred Arthur, Instructor |
| | Transportation: | School Van |
| (Att. #5) | Program: | Health Care Sciences |
| | Destination: | Mutter Museum, Phila., PA |
| | Purpose: | Medical History Museum Tour |
| | Date: | Tuesday, April 17, 2020 |
| | No. of Students: | 70 |
| | Chaperones: | Kathy Glacken, Allison Latzo, and others TBD |
| | Transportation/Cost: | School Buses/\$550.00 |
| (Att. #6) | Program: | Building Trades |
| | Destination: | Greater Philadelphia Expo Center, Oaks, PA |
| | Purpose: | Manifest |
| | Date: | Tuesday, March 10, 2020 |
| | No. of Students: | 90 |
| | Chaperones: | David Ayres, Jerrold Mackereth, Kendall Wilson |
| | Transportation: | School Buses paid for by Montco Works |
| (Att. #7) | Program: | Health Care Sciences |
| | Destination: | TBD |
| | Purpose: | Red Cross Teen Trauma Training |
| | Date(s): | Monday, March 30 th and Tuesday, March 31 st |
| | No. of Students: | 12 total – 6 each day |
| | Chaperone: | Allison Latzo |
| | Transportation: | School Van |

INFORMATION

New Teacher Academy

Teacher Academy students have been invited again to attend the Educators of Color event at Villanova on March 19th at 6:00 p.m. Teacher Academy students are the only high school students invited to this event which provides an opportunity for regional teachers of color and their allies to network and connect over shared teaching experiences. This is an amazing opportunity for Teacher Academy students to meet and talk to practicing teachers of color and white allies who are already in the field.

SETH SCHRAM
ADMINISTRATIVE DIRECTOR

CMTHS HAWKS UPDATE FROM THE OFFICE OF THE ADMINISTRATIVE DIRECTOR

1. We are happy to report that both our maintenance mechanic who was injured is on the mend and our Baking instructor who experienced a major health issue, are progressing well in their recovery.
2. A 1987 Ford Mustang along with parts to turn it into a racecar and an elaborate and high dollar tool kit has been donated to the school.
3. Interviews are being scheduled for the replacement positions of Instructional Assistant and Bookkeeper/Accountant.
4. The NAACP is holding an event to celebrate Black History Month here on Saturday, February 22nd.
5. The Culinary Arts program is hosting guest speaker Chef Anthony Bonnet, Head Chef of the Moshulu restaurant on March 5th.
6. Colleen Kriebel, Baking Long-term substitute instructor, has been chosen as Honorable Mention of the 28th Annual My City, My Place Brighter Future Awards by the Public Awareness Nominating Committee of Philadelphia Intellectual Disability Services. The nominees exemplify the mission of choice in everyday lives, meaningful personal relationships with friends, family and neighbors, presence and participation in community and dignity and respect as valued citizens in Philadelphia.
7. Mr. Christopher Dormer and I will be meeting with Dr. Christian Awuyah, Director of Fredrick Douglass Institute – West Chester University, on March 3rd on our collaborative efforts on Continuing Diversity Education.
8. Another collaborative effort is with the Consortium for Mental Health and Optimal Development.
9. Career Awareness/Experience is taking place on the following days:
 - Thursday, Feb. 20th – Harriton (26 students)/Lower Merion (10) students and Upper Merion Middle School 5th to 8th grades (104 students)
 - Friday, Feb. 21st – Eisenhower Middle School 8th Grade (190 students)
 - Monday, Feb. 24th – East Norriton Middle School 8th grade (240 students)
 - Tuesday, Feb. 25th – Upper Merion Vantage 9th grade (15 students) and Upper Merion Middle School 8th grade (60 students)
 - Wednesday, Feb. 26th – Stewart Middle School 8th grade (170 students)



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: 2/11/20 Date of Trip: 4/15-17 Instructor making request: Dr. Angie King

Destination: Hershey Lodge

Destination address: Hershey, PA

Destination Telephone # and Contact Person: _____

Names of Chaperones: _____ Substitute Needed? _____ No. students participating: 19

Amy DeLellis Yes No Session: A.M. P.M. Both

Alissa Messina Yes No

Joe Renzi Yes No Leave 7:30 on Wed Return 2:00 on Fri

Transportation: School Van School Bus Chartered Bus Airline

Describe how students are selected for participation:

God medal winners from District 2 competitions and voting delegates

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

SkillsUSA is a co-curricular activity. The state conference gives students an opportunity to compete against their peers from other technical schools across the state. It also provides opportunities for students to learn and practice leadership skills.

Source of Funding:

Budgeted General Funds \$ 8,554.00 Youth Club Fund Raising \$ _____

Grant \$ — Individual Class Account \$ _____

Instructor's Signature _____

Supervisor's Signature Angie King

Director's Signature _____

J.O.C. Approval Date _____

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

Bus: Mety Date Ordered: 2-25-20

Contact Person: Wilson Cost: \$540.00



Professional Improvement Conference/Workshop Request Form

Name of Conference/Workshop Pre-Conference for SkillsUSA State Officer @ Comfort Suites Penn State

Place and Date of Conference/Workshop March 8-10, 2020

Program/Purpose: Pre-Conference for SkillsUSA State Officer Evelyn Romero; prepare for the April SkillsUSA state conference; practice all aspects of what is required of officers

Attendees: Amy DeLellis & Evelyn Romero

Cost not to exceed:

Table with 2 columns: Category (Registration, Lodging, Transportation, Meals, Other (Describe), Total) and Amount (\$0, \$197.58, \$233.22, \$175.00, \$27.60 Tolls, \$633.40)

Source of Funding: Budgeted General Funds: \$ 633.40

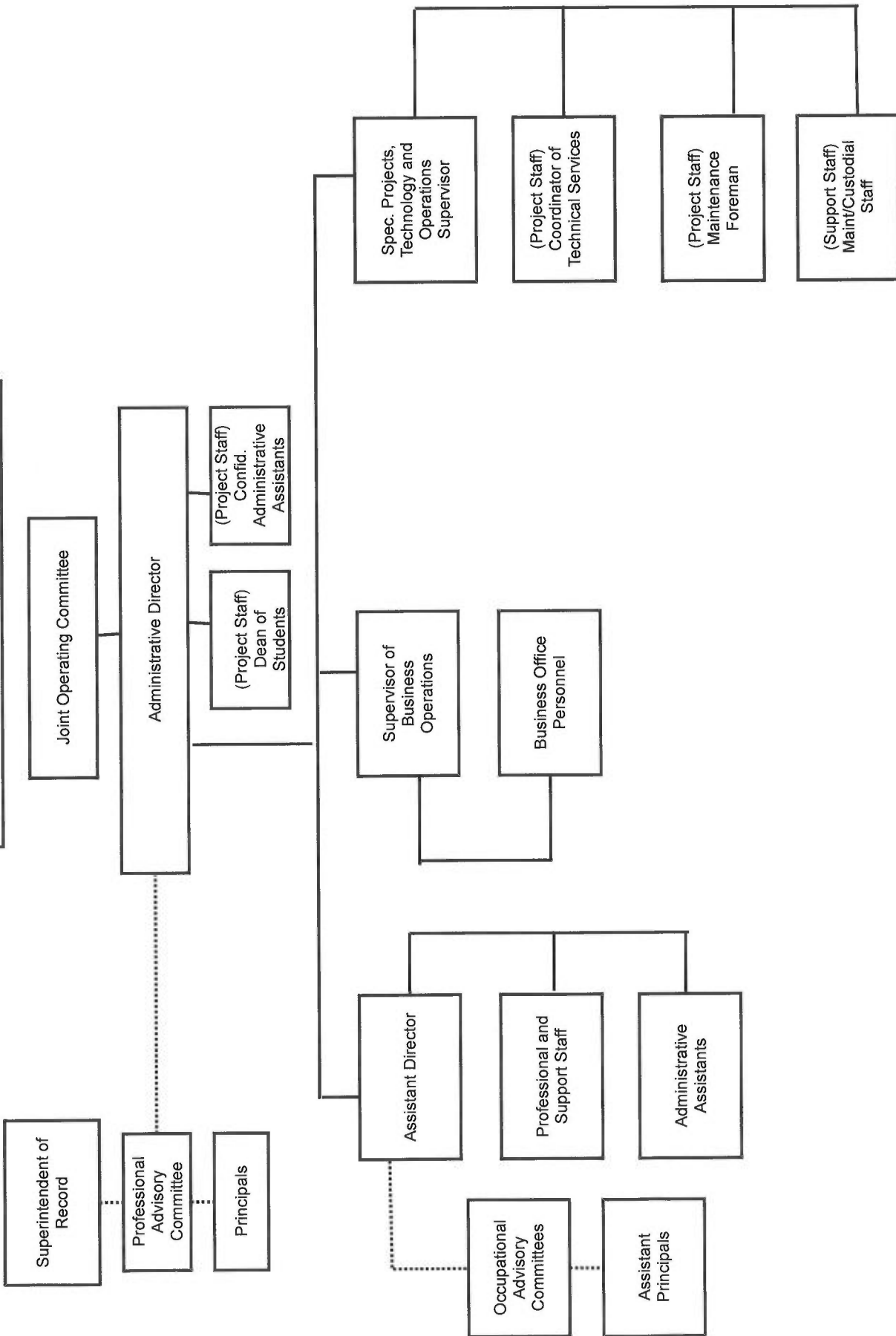
Grant: Amount: \$

Submitted by: [Signature]

Supervisor's Approval: [Signature]

Director's Approval: [Signature]

CENTRAL MONTCO TECHNICAL HIGH SCHOOL ORGANIZATION CHART



CENTRAL MONTCO

TECHNICAL HIGH SCHOOL
FOR THE ARTS, SCIENCES AND TECHNOLOGY

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: 2/14/2020 Date of Trip: 3/23/2020 Instructor making request: Fred Arthur

Destination: Kalahari resorts

Destination address: 250 Kalahari Blvd, Pocomo Manor, PA 18349

Destination Telephone # and Contact Person: Gary Campbell 267 718 2765

Names of Chaperones: _____ Substitute Needed? _____ No. students participating: 9

Fred Arthur Yes No

_____ Yes No

_____ Yes No

Session: A.M. P.M. Both

Leave 11:30 am Return 10:00 pm

Transportation: School Van School Bus Chartered Bus Airline

Describe how students are selected for participation:

Future painters, ~~and~~ in good academic standing.
Interested in this career.

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

Trade show for PPG envirobase paint. Learn all the new technology that's coming out. The students will get to meet a lot of body shop owners.

Source of Funding:

Budgeted General Funds \$

Youth Club Fund Raising \$

Grant \$

Individual Class Account \$

[Signature]
Instructor's Signature

[Signature]
Supervisor's Signature

[Signature]
Director's Signature

J.O.C. Approval Date

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

Bus: _____ Date Ordered: _____

Contact Person: _____ Cost: _____

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: 2/26/20 Date of Trip: 4/17/20 Instructor making request: K Glacken

Destination: Mutter Museum

Destination address: Phila, Pa

Destination Telephone # and Contact Person: _____

Names of Chaperones:	Substitute Needed?	No. students participating: <u>70</u> <i>potentially</i>
<u>K Glacken</u>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Session: <input type="checkbox"/> A.M. <input type="checkbox"/> P.M. <input checked="" type="checkbox"/> Both
<u>A Latzo</u>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Leave: <u>9¹⁵ AM</u> Return: <u>1⁰⁰ pm</u>
<u>5 others potentially</u>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	

Transportation: School Van School Bus Chartered Bus Airline

Describe how students are selected for participation:

*Required CMTAS program paperwork returned and on file by March 13th (physical form & PPD's, CHAI, CMTAS Health card).
 - No Attendance or discipline infractions (attendance 10/70 rule)
 - Payment and Permission slip returned by designated date.*

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

This medical history museum will provide our students an opportunity to enhance their education. Through observation they will connect inclass theory topics and discussions to items on display.

Source of Funding: Self pay \$11.00 admission fee (in advance)

Budgeted General Funds \$ — Youth Club Fund Raising \$ —

Grant \$ _____ Individual Class Account \$ _____

K Glacken
 Instructor's Signature

[Signature]
 Supervisor's Signature

Director's Signature

J.O.C. Approval Date

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

Bus: Not Date Ordered: _____

Contact Person: [Signature] Cost: \$530.00

FOR BUS & LUNCH



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: 2-26-20 Date of Trip: 3-10-20 Instructor making request: Mackereth

Destination: Manifest

Destination address: 100 station ave Oats PA 19456

Destination Telephone # and Contact Person: melinda Onchitta

Names of Chaperones: Substitute Needed? No. students participating: 90+

Jerrold Mackereth [] Yes [X] No

Dave Ayres [] Yes [X] No

Kendall Wilson [] Yes [X] No

Session: [] A.M. [] P.M. [X] Both

Leave 8am Return 2pm

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

Describe how students are selected for participation:

Open to all students

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

• explore how things are made.
• learn about career pathways in trades including electrical, plumbing and industrial maintenance
• network with area employers

Source of Funding:

Budgeted General Funds \$ []

Youth Club Fund Raising \$ []

Grant \$ []

Individual Class Account \$ []

Instructor's Signature

Supervisor's Signature

Director's Signature

J.O.C. Approval Date

Permission Slips Given to Instructor: Date: [] Date Returned: []

Bus: Moby Date Ordered: 2-26-20

Contact Person: Wilson Cost: Pd. by Muted Works



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: 3/2/20 Date of Trip: 3/30 & 3/31 Instructor making request: Allison Latzo

Destination: Fresh Film-Red Cross Manuals & Videos Event- Photo Shoot for Teen Trauma Training

Destination address: TBD

Destination Telephone # and Contact Person: Maureen McKenna (610) 517-3936

Names of Chaperones: Allison Latzo Substitute Needed? [X] Yes [] No No. students participating: 12 Session: [] A.M. [] P.M. [X] Both Leave 7:45 AM Return 2 PM

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

Describe how students are selected for participation:

The students were selected for this process by their overall work ethic in Health Care Sciences. This includes grades, participation, responsibility, dependability, on task, and classwork complete. Students from our program had participated in the Red Cross FAST Training earlier this year and made a very good impression on the Red Cross employees which was how our school was selected to participate.

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

The students will be filming promotional materials based on the Red Cross's Teen Trauma Training Program. There will be 3 scenarios : Motorcycle Accident, Hiking Trail Accident, Ice Skating Accident. The students will be participating as either injured persons or the rescuers depending on the casting by the Photographer. The students will field tripped by scenario being filmed. The students will be out of school one day as scenarios will be pre-planned. This is relevant to our curriculum especially the Emergency Medical Services Lessons & Skills tasks. The students will be able to watch how a emergency situation is handled and the safety of the site.

Source of Funding:

Budgeted General Funds \$ [] Youth Club Fund Raising \$ [] Grant \$ [] Individual Class Account \$ []

Instructor's Signature: Allison Latzo Director's Signature

Supervisor's Signature J.O.C. Approval Date

Permission Slips Given to Instructor: Date: [] Date Returned: [] Bus: [] Date Ordered: [] Contact Person: [] Cost: []