

GREATER JOHNSTOWN CAREER AND TECHNOLOGY CENTER

JOINT OPERATING COMMITTEE OF THE WHOLE MEETING AGENDA JANUARY 25, 2023

1) CALL TO ORDER

2) EXECUTIVE SESSION FOR PERSONNEL/LEGAL MATTERS

3) ITEMS RELATING TO EDUCATION AND PERSONNEL

A. Employee Resignations

1. The administration recommends the retroactive approval of the director's acceptance of the verbal resignation of Dr. Joyce Miketic, Part-time LPN Instructor – Monroeville Campus, effective December 6, 2022. Dr. Miketic's last working day was December 2, 2022.
2. The administration recommends the retroactive approval of the director's acceptance of the written resignation of Dr. Michael Rietscha, LPN Coordinator, effective the end of business, Friday, January 27, 2023.
 - a. After meeting with Dr. Rietscha, he was relieved of all duties on Wednesday, January 11, 2023.

B. Acting Coordinator of the LPN Program and Monroeville LPN Site Coordinator

1. Retroactive approval is requested for the appointment of Mrs. Damiana Kniss, RN, GJCTC LPN Instructor, as the Acting LPN Coordinator until a permanent replacement can be found, effective January 16, 2023. The established administrative compensation for this position is \$33.00/hour, for responsibilities beyond teaching duties.
2. Retroactive approval is requested for the appointment of Mrs. Laura Hollis, RN, GJCTC LPN Instructor, as the Monroeville LPN Site Coordinator until a permanent replacement can be found, effective January 16, 2023. The established administrative compensation for this position is \$33.00/hour, for responsibilities beyond teaching duties.

C. Employee Retirement

1. The administration recommends for approval the notice of retirement from Mrs. Mary Beth Smith, Nurse Aide Instructor, effective the close of business, Friday, January 27, 2023.
 - a. Due to a family emergency, Mrs. Smith gave verbal notification that she was moving her last working day to Tuesday, January 17, 2023.

D. Health Assistant Substitute Instructor

1. The administration recommends for approval the hiring of Mrs. Mary Christ for the position of Health Assistant Instructor, effective February 1, 2023. The compensation for this position is \$144.00/day.
 - a. Mrs. Mary Christ
208 Rhodes Cross Road
Sidman, PA 15955

E. MOU – Pam Smiach Retirement (Hot Pink Handout)

1. The administration recommends for approval the MOU between the Association and Mrs. Pamela Smiach, GJCTC's Graphic and Digital Media Design Instructor. The MOU was reviewed by Attorney Repak.

F. Instructor – Kane Campus

1. Retroactive approval is requested for the hiring of Ms. Susan Hannak, for the position of Part-time LPN Instructor for the Kane Campus, effective December 5, 2022. The compensation for this position is \$7.25/hour. Required clearances have been received.

G. Administrative Response to October 2022 Occupational Advisory Committee's Recommendations

(Yellow Handout)

1. The administration recommends the approval of the administrative responses to the Occupational Advisory Committee's recommendations from the October 2022 OAC meetings.

H. GJCTC Career Foundation Board Advisors Update

1. The administration recommends the approval of the following revisions to the Greater Johnstown Career and Technology Center's Career Foundation Advisors.
 - a. Deletion:
 - i. Mrs. Debi Balog, former Director of JARI
 - b. Addition:
 - i. Mr. Dave Grimaldi, Director of JARI

I. Additions to the Occupational Advisory Committee

1. The administration recommends the approval of the following addition to GJCTC's Occupational Advisory Committee for Machine Tool Technology.
 - a. Dave Grimaldi JARI, Director of Workforce Development
2. The administration recommends the approval of the following addition to GJCTC's Occupational Advisory Committee for Cosmetology.
 - a. Ashley Soltis Smart Styles, Manager
3. The administration recommends the approval of the following addition to GJCTC's Occupational Advisory Committee for Welding.
 - a. Clint Gontis Gontis Fabrication, Owner
4. The administration recommends the retroactive approval of the following members of GJCTC's Aviation Occupational Advisory Committee, retroactive to January 16, 2023. The administration recommends and supports the creation of an Occupational Advisory Committee for Aviation. This motion does not commit the Greater Johnstown Career and Technology Center or any sending schools to create and maintain a program, course, or courses. Any program or course would be based on student interest, adequate enrollment, and funding, if applicable, with motions to implement the respective courses or programs at a later date by the appropriate entity.
 - a. Nolan Richie, MPA Executive Director, Senate transportation Committee
 - b. Cory Cree Manager, John Murtha Airport
 - c. Larry J. Nulton, Ph.D. VP of Operations, Nulton Aviation Services, Inc.
 - d. Kari Tate Managing Director, Sky West Airlines
 - e. Robert Young Associate Vice President for Advancement, St. Francis University

J. GJCTC's Position Statement on Aviation Programs

1. The administration recommends and supports the application submitted by Dr. Larry Nulton to the Pennsylvania Department of Education for the following Classification of Instructional Programs codes (CIP Codes):
 - a. 47.0607 Airframe Mechanics and Aircraft Maintenance Technology/Technician
 - b. 47.0608 Aircraft Powerplant Technology/Technician
 - c. 47.0609 Avionics Maintenance Technology/Technician
 - d. 49.0101 Aeronautics/Aviation/Aerospace Science and Technology – General
 - e. 49.0102 Airline/Commercial/Professional Pilot and Flight Crew
 - f. 9.0109 Remote Aircraft Pilot
2. The intent of this application is to create state-wide CIP codes for any Pennsylvania school district or Career and Technology Center in order to establish the above courses/programs in part or in whole that will follow the national standards. This motion does not commit the Greater Johnstown Career and Technology Center or any sending schools to create and maintain the above program or courses. Any program or course would be based on student interest, adequate enrollment, and funding, if applicable, with motions to create the respective courses or programs at a later date by the appropriate entity.

K. Pennsylvania Highlands Community College Articulation Agreement

1. The administration recommends the approval of the Articulation Agreement between the Greater Johnstown Career and Technology Center and Pennsylvania Highlands Community College. The agreement is for high school students pursuing Associate Degree in Entrepreneurship, effective to January 25, 2023. The agreement will remain in effect until the agreement represent an articulated course credits for a total of 15 credits and replaces any and all previous agreements.

L. Educational Donation

1. FYI - The Administration would like to acknowledge and thank Adam and Melony Stevens for their very generous donations a 2015 Mitsubishi Lancer, valued at \$5,255.00, to the Automotive Programs at GJCTC.
 - a. Adam and Melony Stevens
66 Shady Lane
Johnstown, PA 15905

M. PCCD Grant Discussion

1. FYI – The PCCD Grant is now requiring a school security physical threat assessment to receive funding.

N. Other Items Relating to Education and Personnel

4) ITEMS RELATING TO BUDGET AND FINANCE

A. Wessel Presentation

B. 2023 Mileage Reimbursement Rate

1. Retroactive approval is requested for the IRS Mileage Reimbursement Rate of 65.5 cents, effective January 1, 2023.

C. 2023-2024 Secondary Projected Budget (White Handout)

1. It is recommended that the 2023-2024 Projected Secondary Budget in the total amount of \$6,771,047.95 be tentatively adopted and for the mail ballot resolution to be forwarded to the participating school district boards for voting on final adoption.

D. Other Items Relating to Budget and Finance

5) ITEMS RELATING TO BUILDING AND GROUNDS

A. Lead Water Testing

1. The administration recommends testing 5 areas not previously tested.

B. Use of Facility Request

1. The administration recommends the approval of the following Use of Facility Request:
 - a. **Name of Organization:** West End Ambulance/Seventh Ward Civic Association (Retroactive)
Purpose: EMS Training
Date Requested: November 20, 2022 (Retroactive)
Facility Requested: CDL Lot
Cost: \$0
 - b. **Name of Organization:** Mambo Partners LLC dba Spice Sisters
Purpose: Processor/Manufacturer
Date Requested: Weekly or Biweekly
Facility Requested: Field-to-Fork Kitchen
Cost: \$25.00/hour

- c. **Name of Organization:** Indiana University of Pennsylvania (IUP)
 Purpose: Education
 Date Requested: Weekly, for 15-weeks
 Facility Requested: Health Assistant Classroom
 Cost: \$0
- d. **Name of Organization:** Pennsylvania Recreation Vehicle and Camping Association
 Purpose: Training
 Date Requested: March 6-10, 2023
 Facility Requested: Career Seminar Room
 Cost: \$0
- e. **Name of Organization:** Soccer Shots
 Purpose: Spring Session – 8 Weeks
 Date Requested: March 6-10, 2023
 Facility Requested: March 27-May 18, 2023, Tuesday/Thursdays, 5:30 pm – 7:30 pm
 Cost: \$320.00
- f. **Name of Organization:** Soccer Shots
 Purpose: Summer Session – 3 Weeks
 Date Requested: May 31-June 16, 2023, Tuesday/Thursdays, 5:30 pm – 7:30 pm
 Facility Requested: Room E211 and Outside Field
 Cost: \$120.00

C. HVAC Update

1. At the June 28, 2022 meeting of the GJCTC JOC, approval was given for the addition of air conditioning units for the A-wing Gymnasium, at the approximate cost of \$175,000.00. The cost of the project is \$200,000.00.
2. The administration is requesting approval for the additional funds necessary to complete the project.

D. Building and Grounds Committee Special Meeting Minutes from January 13, 2023 (Blue Handout)

1. Approval is requested for the minutes resulting from the January 13, 2023 special meeting of the Building and Grounds Committee Meeting.

E. Lease Updates

1. East Hills Recreation

- a. FYI Lease Update

2. Compound

- a. The administration request approval to issue a six (6) month notice of lease non-renewal to the Compound.

3. Total Control Lease

- a. The administration recommends the approval for the lease renewal between GJCTC and Total Control. The term shall begin on April 1, 2023 and end on November 30, 2023, for the assigned parking lot and Room TBD. The lessee shall pay an annual rent in the amount of \$7,188.06. Rent will be paid in eight (8) equal monthly installments of \$898.62.

4. Annual Rent Increase

- a. Due to inflation, the administration recommends a discussion on lease increases.
 - i. Rolling leases include: IU8, the Learning Lamp, Uzelac’s Gymnastics, the Richland School District, Total Control and the Highway to Success.
 - ii. Pressley Ridge’s current lease is in effect through October 12, 2024. Lease negotiations will occur prior to the end of their lease.

F. Other Items Relating to Building and Grounds

6) ITEMS RELATING TO STUDENT ACTIVITIES

A. Spartan Pride Plan of Activities and Budget for the 2022-2023 School Year (Purple Handout)

1. The administration recommends approval of the Spartan Pride Plan of Activities and Budget, for the 2022-2023 school year, as presented.

B. Other Items Relating to Student Activities

7) OTHER BUSINESS

8) ADJOURNMENT