

LAWRENCE COUNTY CAREER AND TECHNICAL CENTER

Meeting Minutes

Thursday, November 16, 2017

Page 1

An Executive Session followed by the regular meeting of the Lawrence County Career and Technical Center Joint Operating Committee was held on Thursday, November 16, 2017 starting at 6:45 p.m. in the library at 750 Phelps Way, New Castle, PA at 6:30 p.m.

An EXECUTIVE SESSION for Personnel Matters was held at 5:30 p.m.

Mr. McFarland opened meeting with the Pledge of Allegiance and a moment of silence.

MEMBERS: Robert Curry, Stacey Fleo, Jeff Hammerschmidt, Michael Hink, James McFarland, Michael Neupauer, Denise Palkovich, Mark Panella, Anthony Ross and Scott Singer were present.

Leroy Cortez and Stephen Fornataro were absent.

OTHERS: Mr. John Sarandrea, Mr. Leonard Rich, Mr. Michael Milanovich, Attorney Matt Mangino and Nancy Kolodziej were present.

1. PUBLIC COMMENTS

There were no public comments at the November 16th JOC meeting.

2. APPROVE THE MINUTES FROM THE OCTOBER 19, 2017 MEETING

On a motion by Anthony Ross and seconded by Jeff Hammerschmidt, the minutes from the October 19, 2017 meeting were approved unanimously.

3. UNFINISHED BUSINESS

There was no unfinished business from previous meetings.

4. ADDITIONS TO THE AGENDA

Mr. Rich added Items 5F and 5G to the agenda.

5. NEW BUSINESS

A. PRIDE AND PROMISE

The Administrative Director wishes to recognize, as November's recipient of the Pride and Promise, Janine Mangino. Mr. Rich stated that Janine is appreciated for the job she does and is an important piece of the Career Center. Mr. Milanovich stated that he is still getting to know the staff at the Career Center but Janine is a tremendous help to the office staff.

Mr. Curry introduced Jacob Berlin, a Wilmington Board Member, who he invited to sit in on a Career Center JOC meeting. Jacob thanked Mr. Curry for the invitation and thanked the membership.

B. APPROVE THE INVOICE PAYMENT REGISTER FOR OCTOBER

On a motion by Stacey Fleo and seconded by Anthony Ross, the invoice payment register for October 2017 was approved unanimously.

C. RECOGNIZE AND ACCEPT THE LIMITED PROCEDURES ENGAGEMENT REPORT

On a motion by Mark Panella and seconded by Scott Singer, the Limited Procedures Engagement Report from the Department of the Auditor General dated August 2017 for the period July 1, 2012 through June 30, 2016 was recognized and accepted unanimously.

D. APPROVE FMLA TO EMILY DISCELLO

On a motion by Anthony Ross and seconded by Denise Palkovich, FMLA for Emily Discello beginning on April 4, 2017 and continuing for the remainder of the 2017-2018 school year was approved unanimously. Mrs. Discello will use all her sick and personal days as part of this leave. She is planning to return to her position at the beginning of the 2018-2019 school year.

E. APPROVE CHANGING THE STUDENT ACTIVITIES ACCOUNT TO FIRST NATIONAL BANK

On a motion by Denise Palkovich and seconded by Mark Panella, changing the Student Activities Account from Huntington Bank to First National Bank was approved unanimously.

F. AUTHORIZATION TO OPEN A 19-MONTH CD AT FIRST NATIONAL BANK

On a motion by Robert Curry and seconded by Stacey Fleo, authorization to open a 19-month CD at a rate of 1.85% at First National Bank for an approximate amount of \$175,000 effective November 2017 was approved unanimously.

G. MEMORANDUM OF UNDERSTANDING BETWEEN LEONARD RICH AND LCCTC

On a motion by Mark Panella and second by Anthony Ross, a Memorandum of Understanding between Leonard Rich and LCCTC was approved by a roll call vote. All ten members present voting in the affirmative. Leonard Rich is to be awarded a \$5,000 stipend related to his evaluation of 2016-2017. He was rated as distinguished. Motion passed.

6. REPORTS OF ADMINISTRATION

Mr. Leonard Rich, Administrative Director, reported that the Bureau of Food Safety and Laboratory Services conducted an inspection in the cafeteria and the inspection passed.

The Due Reconciliation to the Districts will be approved in December. All Districts will be receiving money.

Neshannock, Laurel Shenango and Ellwood have passed the 01-2017-2018 Resolution. Neshannock, Laurel and Shenango has passed the 02-2017-2018 Resolution. Mr. Curry asked Mr. Rich to explain how the two resolutions work.

Mr. Michael Milanovich, Principal, reported that Mr. Brad Windhorst makes an ethnic breakfast for his Culture Club students every Thursday. He stated that his students love his Club and appreciate Mr. Windhorst as a teacher.

Reported on the COT (Computer and Office Technology) students and the great things they are doing.

Mr. Milanovich also commented on Corey Gumpp and Brandon Johnston becoming advocates for change and role models for their peers in activity period.

Mr. John Sarandrea, Superintendent of Record, congratulated all the Board Members who ran and were recently elected during the November elections.

Attorney Matt Mangino did not have any comments but stated that he is available for any questions the board members may have regarding issues discussed during the executive session.

Mr. James McFarland stated that this was his last JOC meeting. He has been a member of the JOC Board for six years. He thanked the JOC, Mr. Rich, Mr. Milanovich, and George Dudich for a great job they are doing at the Career Center. He stated that it has been a pleasure being part of the Career Center.

Mr. Scott Singer stated that this was also his last JOC meeting. He thanked everyone for their service.

ADJOURNMENT

On a motion by Anthony Ross and seconded by Jeff Hammerschmidt, the November 16th JOC Meeting was adjourned at 7:10 p.m. The motion passed unanimously.

Nancy Kolodziej, JOC Secretary