

MONROE CAREER & TECHNICAL INSTITUTE
JOINT OPERATING COMMITTEE MEETING
MINUTES of MEETING
June 1, 2015

A. CALL TO ORDER

The regularly scheduled monthly meeting of the Monroe Career & Technical Institute was held in the school's Multipurpose Room A on Monday, June 1, 2015. The meeting was called to order at 7:57 p.m. by the Chairperson, Ms. Jackie Leonard.

B. PLEDGE OF ALLEGIANCE

C. ROLL CALL

Present were:

EAST STROUDSBURG

Mr. Robert Huffman, Mr. William Searfass, Mr. Gary Summers

PLEASANT VALLEY

Mr. Robert Serfass, Mrs. Susan Kresge, Ms. Linda Micklos

POCONO MOUNTAIN

Mr. John Coyle, Mr. Rusty Johnson, Ms. Jacquelyn Leonard

STROUDSBURG

Ms. Cindy Blake, Mr. Merlyn Clarke, Mr. Richard Pierce

Members absent:

Mr. H. Charles Hoffman – Pleasant Valley (*R. Serfass – Alternate*)

D. INTRODUCTION OF GUESTS

Others attending:

Mr. Adam Lazarchak, Director; Dr. Carolyn Shegelski, Assistant Director; Mr. John Brown, Supervisor of Career & Technical Education; Mrs. Tanya Carmella-Beers, Supervisor of Pupil Personnel Services; Mrs. Diane Serfass, Business Manager; Mr. Kris Dorshimer, Information Technology Coordinator & Adult Continuing Education; Mr. Frank Pecci, Supervisor of Building and Grounds; Mrs. Debra Schuler, Executive Secretary; Mr. Daniel Corveleyn, Solicitor; Ms. Carole Geary, Superintendent of Record

Guests attending:

MVEA Representatives: Mr. James Granahan, Mrs. Patricia LeCompte, Mr. Ben Wenzel, Mr. Pat McHale, Mr. Ron Cudworth, Ms. Tess Dalessio, Ms. Leatha Nonnemaker, Ms. Elizabeth Lombardino, Ms. Lori Schuttert; Ms. Lorinda Homar-Gordon, Mr. Rick Courtright, Mrs. Tammy Stelmach, Mrs. Michele Ifkovits, Mr. Thom Sarcinelli, Mrs. Angela Thom

MCTI ESPA Representatives: Mrs. Sheila Smith, Mrs. Pat Sullivan, Mr. Dennis Dominguez

Other Guests: Mr. Andres Rodriguez

E. PUBLIC PARTICIPATION

Mrs. Hafler and Mrs. Thom of the Marketing Committee gave a presentation on ways MCTI is exploring to market our school.

F. APPROVAL OF MINUTES AND AGENDA

Mr. Pierce made a motion to approve the minutes of the May 4, 2015, Joint Operating Committee Meeting (exhibit pages i - x), and this agenda for June 1, 2015, (pages 1 - 5) as submitted, with the Joint Operating Committee reserving the right to add to the agenda, and take further action on any items raised in Executive Session where immediate action on such items is considered in the best interest of the Monroe Career & Technical Institute. Ms. Blake seconded the motion with all voting in favor, except Mr. Johnson who abstained.

G. TREASURER'S REPORT ***(no action required at this time)***

The Treasurer's Financial Report is listed on exhibit pages 6 – 45 and in the check addendum(s).

H. ANNOUNCEMENT OF EXECUTIVE SESSION

An Executive Session was held from 6:15 to 7: 50 p.m. to discuss personnel and negotiations.

I. SECRETARY'S REPORT

Mr. Pierce had nothing to report this evening.

J. SOLICITOR'S REPORT

Attorney Corveleyn had nothing to report this evening.

K. SUPERINTENDENT'S REPORT

Ms. Geary thanked the committee for their support over the past two years, and it was a pleasure working with the JOC.

L. OLD BUSINESS

There was no old business to report.

M. ADMINISTRATIVE REPORTS

STUDENT REPRESENTATIVE REPORT -- Mr. Brendon McTighe

On Wednesday, May 27, the following students were honored at the Elmer Gates Recognition Breakfast.

- Matt Vasquez, Pleasant Valley, Law Enforcement
- Michael Lucchese, Pleasant Valley, Law Enforcement
- Gonzalo Zermeno, Pleasant Valley, Electronics
- Robert Smith, East Stroudsburg North, Building Trades Maintenance
- Terique Stinnie, Pocono Mountain West, Electronics

During the breakfast PPL honored three MCTI students with \$1,000.00 scholarships. The winners were:

- Luis Morales, East Stroudsburg North, Diesel
- Michael VanCheri, Pleasant Valley, Electronics
- Terique Stinnie, Pocono Mountain West, Electronics

On Friday, May 29, students participated in a College and Career Fair as well as celebrated NOCTI Day. We were honored to have 26 colleges and industry representatives participate as well as branches of the Armed Forces.

I would like to take this opportunity to thank you for allowing me to be part of the JOC, it has been an honor.

DIRECTOR'S REPORT -- Mr. Adam Lazarchak

1. Our student attendance goal is 93% for the 2014-2015 School year. MCTI is currently at 92.27% as of May 26th. I am confident that we would've come close or met our goal had we not had poor attendance during the Eric Frein manhunt. In 2013, we had one day of attendance fewer than 91% before October 31st and this year we had nine days under that mark.
2. Our enrollment goal is a 3% increase a year for the next three years. Our October 1st enrollment number was 907 students – as of May 26th we are at 879. The good news is our projected enrollment for 2015-2016 is 3% higher than last year.
3. During the week of May 4th, MCTI celebrated Teacher Appreciation Week with activities and gifts sponsored by students, parents and administration. The highlight of the week was the luncheon prepared by MCTI parents on May 6th.
4. On May 8th, we had representatives from Weiler Corporation visit MCTI to see our virtual welder. Their goal is to have their salespeople trained on this device and in return provide MCTI programs with materials and supplies produced by Weiler Corp.
5. On May 12th, Ms. Leonard, Mr. Summers, Mrs. Schuler and I visited the comprehensive CTC in Dauphin County. We gathered information on the delivery model, budget, challenges, and strengths of this delivery model. Other than the academics, they are very similar to MCTI in size and scope as well as challenges and strengths.
6. On May 11th and May 29th, Mrs. Tomsho, MCTI SSF, and I met with Mr. Rick Mutchler, President of BioSpectra to discuss our Employability Skills Certification project. Mr. Mutchler heard about this initiative during my General Advisory Committee meeting and took a great interest in making this program a success. During our second meeting he brought two members of his human resources team to help develop the certification program.
7. On May 27th, a team of MCTI staff attended an Apple Workshop on educational apps, Multi-Touch textbooks, and learning resources to see how they support emerging trends in education. Mr. Greg Smith, MCTI Welding Instructor, who believes that digital textbooks are the future in all classrooms, drove our attendance at this event. Mr. Kris Dorshimer and Mr. Dennis Virga, Instructional Technology Coach joined Mr. Smith and me.

CURRICULUM AND INSTRUCTION REPORT -- Dr. Carolyn Shegelski

1. The NOCTI tests concluded. Attached are the results with the scores from this year and last year. Congratulations to the students and our staff for their accomplishments. Last year the percent of advanced and competent was 93.5% and this year we had 93.8% competent and advanced. On Friday, May 29, the students and staff will celebrate their NOCTI achievements.
2. We have received our allocations for the 2015/2016 Perkins Grant. Our allocations this year are \$352,322.00. This is a reduction of \$13,244.00 from last year. The Perkins Planning Committee met on May 26, 8:30 a.m. The budget for the upcoming year is up for your approval at the June 1 Meeting. After the meeting, I will submit the grant to PDE for approval.

3. For your approval for the June 1 Meeting are in-house name changes for two of our programs. Mr. Granahan is proposing to change "Computerized Machine Technology" to "Precision Machining." This name is associated with the NIMS credentials. Mr. Hart is proposing to change "Power Equipment Technology" to "Outdoor Power Equipment Technology." Mr. Hart and his OAC Committee believe that this name change will better inform students about the Program. We will change both program names on all documents.
4. The last meeting of the Assistant Superintendents was on Friday, May 22. In attendance were Dr. Sweeney, Mrs. Lesoine, Mrs. Beers, Mr. Lazarchak, and Dr. Shegelski. We discussed the Administrative Office Management Program proposed for MCTI. The districts do not offer this Program at their high schools. Also we discussed the idea of adding medical terminology and medical coding for students in this Program. Mrs. Beers discussed the need to change the science offering at MCTI to Biology I.
5. I submitted the Administrative Office Management Program, CIP Code 52.0401, to PDE for approval for the 2015/2016 school year.

SUPERVISOR OF CTE REPORT -- Mr. John Brown

1. Six (6) MCTI employees completed Train the Trainer Restorative Practices Training from May 6-8th. Kudos to: Mr. Thom Sarcinelli, Mr. Chris Roberto, Ms. Lori Schuttert, Mr. Ken Hart, Ms. Julia Hanlund and Mr. Dennis Virga.
2. **Comparative analysis of May 2014 to May 2015 (As of 5/25/15)**

2014 Managed in Classroom/Discussion	41	2015 Managed in the Classroom/Discussion	40
2014 Detention	35	2015 Detention	28
2014 ISS	5	2015 ISS	15
2014 OSS	1	2015 OSS	3
2014 OSS Pending District Review	2	2015 OSS Pending District Review	0
2014 April Discipline Totals	84	2015 April Discipline Totals	86

3. Comparison between 2012-2013, 2013-2014, 2014-2015

2013 Managed in Classroom/Discussion	1236
2013 Detention	373
2013 ISS/OSS	286
2013 OSS Pending District Review	5
2012-2013 Discipline Totals as of 5/28/13	1900

2014 Managed in the Classroom/Discussion	629
2014 Detention	265
2014 ISS	119
2014 OSS	64
2014 ISS/OSS combined	183
2014 OSS Pending District Review	15
2013-2014 Discipline Totals as of 5/27/14	1092

2015 Managed in the Classroom/Discussion	501
2015 Detention	192
2015 ISS/ISD	82
2015 OSS	48
2015 ISS/OSS combined	130

2015 OSS Pending District Review	9
2014-2015 Discipline Totals as of 5/25/15	832

PUPIL PERSONNEL SERVICES REPORT -- Mrs. Tanya Carmella-Beers

1. On May 19, 2015, I had the honor of attending the East Stroudsburg South Honors Reception to present medals to the MCTI students with the highest averages, 9-12.
2. On May 20-22, the Algebra Keystone exams were administered.
3. I attended a workshop at King, Spry, et al. on May 29, 2015, on Legal Issues for Schools with Transgender Students.
4. MCTI Senior Awards will be June 4, 2015, at 6:00 p.m., in the Abeloff Center for Performing Arts at ESU. If you would like to attend, please let me know so we can arrange for a seat for you.
5. An Assistant Superintendent meeting was held on May 22, 2015. Two of the four sending districts have agreed to support a curriculum change for the ninth grade science course to become Biology I.

INFORMATION TECHNOLOGY & ADULT EDUCATION REPORTS -- Mr. Kris Dorshimer

1. The order for the summer IT lease has been placed.
2. Given the direction I was given as the last JOC meeting, I have been working extensively on the digital press for our Graphic Arts program.
 - a. Mr. Apruzzi and I met with Jay Business Solutions and also had a follow up conference call with Jay's Sharp representative.
 - b. Mr. Apruzzi and I met with Tim Ludwick and Craig Hedges from Fraser. Fraser has submitted a quote for a Canon digital press.
 - c. Mr. Apruzzi and I met with Chuck Clinebell and Trish Zimmerman from Top Business Solutions. Top has submitted a quote for Canon and Lanier digital presses.
 - d. We received an updated quote from Xerox for a J80 digital press with a 60 month term.
 - e. I will bring the proposals to the June JOC meeting for discussion.
It was requested by the JOC that Mr. Apruzzi attend the August JOC meeting to discuss his needs for the digital press.
3. We completed the off-lease computer sale to staff. We made over \$6400 on the sale of desktop and laptop computers. We will continue this sale until the end of the school year.

Adult Education

4. The summer course offerings are now available to the public.
5. The ACE website has been updated with the new course offerings and online payments are now available for use for the summer session.
6. Please find the proposal for the 2015-16 WIA GED grant up for approval tonight.
7. Flyers were mailed out to each PA State Inspection station (225 in total) in Monroe County for the first PA State Inspection update seminar in Monroe County. It is being presented by PENNDOT and will be held here at MCTI.
8. We are now in the process of gathering information, instructors, and classes for the fall semester. Our goal is to have this ready to print in August timeframe.
9. I have included contracts from Adam's Outdoor Advertising and Larmar for digital billboards. Our goal is to increase marketing for ACE and Day School throughout the county.

BUILDING & GROUNDS REPORT -- Mr. Frank Pecci

1. I am continually working with Russell Scott of RKR Hess on the water line. I walked the new water line route with engineer Mark Dudinyak. The change order is being submitted for your approval, which will save us approximately \$40,000.00
2. Scrap Total : \$386.28
3. PP&L bill for April was \$441.97 less than last year.
4. Mr. Lazarchak, Mr. McHale and I have been looking at a home to purchase for a student project. We have checked out three homes so far with Perish Managing Group.
5. I have been working on a student project for St. Luke's Hospital. Christine Davco their regional manager is looking for two picnic tables this year and a gazebo next year. They are also looking to get involved with our Health Occupation program. I have informed Mr. Lazarchak about their interest and gave the contact information to them.
6. My contacts at Lowes and Steele's have asked me for students to place applications for job openings that have available. To date our Drafting student was hired to design kitchens for Lowes and a Small Engine student was hired at Steele's to repair lawn mowers.
7. I met to discuss the completion of the pavilion with Mr. Lazarchak and Mr. McHale. Lowes delivered the rest of supplies we needed to complete the project
8. I like to thank Bob Felins of F&F Paving for filling in the potholes at our entrance at no charge.

N. ITEMS FOR DISCUSSION

O. ITEMS REQUIRING JOC ACTION

1. Business and Financial Items *(Copies of these exhibit pages are included and made a permanent part of the official Minute Book.)*

[The following item(s) is/are to be deleted from the consensus motion at Board Member(s) request.]

h

- | | |
|---------------------------|----------------------------------|
| a. Payment of Invoices | exhibit pages 6 - 27& [handouts] |
| b. Investment Information | exhibit page 28 |

No Action Required *(Copies of these exhibit pages are included and made a permanent part of the official Minute Book.)*

- | | |
|----------------------------|-----------------------|
| c. Bank Account Balances | exhibit page 28 |
| d. Financial Reports | exhibit pages 29 - 42 |
| e. Student Activity Report | exhibit pages 43 - 44 |
| f. Cafeteria Report | exhibit page 45 |

ACTION BY THE BOARD

Motion was made by Mr. Pierce to authorize the business manager to make any necessary final budget transfers for proper completion of fiscal year 2014-2015 and audit; and approve the Payment of Invoices and Investment Information. Motion was seconded by Mr. Searfoss. Voting in favor: Mr. Pierce, Mr. Searfoss, Ms. Blake, Mr. Clarke, Mr. Coyle, Mr. Serfass, Mr. Huffman, Mr. Johnson, Mrs. Kresge, Ms. Micklos, Mr. Summers, Ms. Leonard. Voting against: Motion carried. Yes – 12; No – 0; Absent – 0.

- g. Bid awards for instructional, office and custodial supplies for the 2015-2016 school year for a total of \$61,864.00 exhibit page 46
- ~~h. Perkins Allocation of \$352,322 for the 2015-2016 school year, including an allocation from the 2015-2016 General Fund to cover Career Facilitators benefits of \$30,526 exhibit page 47~~
- i. Chartwells School Dining Services contract renewal for the 2015-2016 school year in the amount of \$323,496.00 exhibit page 48
- j. School breakfast and lunch prices for the 2015-2016 school year exhibit pages 49 - 50
(at a .10¢ increase for the regular lunch price and .05¢ from the 2014-2015 school year)
- k. Workers Compensation Carrier, PSBA in the amount of \$77,417.00 for the 2015-2016 school year exhibit page 51
- l. Contract extension with Chrin Hauling, Inc. for waste services for an additional and final one year extension, July 1, 2015 – June 30, 2016 for a total of \$8,755.44 exhibit page 52
- m. Agreement Fire Alarm/Monitoring/Security Renewal with SimplexGrinnell LP – effective July 1, 2015 – June 30, 2018 for an annual sum of \$7,545.00 exhibit pages 53 - 57
- n. Change of Scope No. 3 from R.K.R. Hess to change the waterline for an increase of \$6,300.00, plus expenses exhibit page 58
- o. Professional Services Agreement with RKR Hess Associates for certified water and wastewater operations, effective July 1, 2015 for three years at annual rates of \$7,500/yr 1; \$7,800/yr 2; \$8,400/yr 3 exhibit pages 59 - 64
- p. Price quotes from Microbac Laboratories, Inc., effective July 1, 2015 to June 1, 2016 for Routine Drinking Water Testing at a cost of \$587.00; and Wastewater Testing at a cost of \$972.00 exhibit pages 65 - 68
- q. Agreement with Dual Temp to rework ductwork in ACE Conference Room to reduce noise level in the amount of \$4,450.00 exhibit page 69

ACTION BY THE BOARD

Motion was made by Mr. Johnson to approve the following for the 2015-2016 school year: bid awards for instructional, office and custodial supplies in the amount of \$61,864.00, the contract renewal with Chartwells School Dining Services in the amount of \$323,496.00; school breakfast and lunch prices and the workers compensation carrier PSBA in the amount of \$77,417.00; contract extension with Chrin Hauling, Inc. for a total of \$8,755.44; also approve the agreement with SimplexGrinnell LP for three years at an annual sum of \$7,545.00; the Change of Scope to change the waterline for an increase of \$6,300.00, plus expenses; the professional services Agreement with RKR Hess Associates per the years and terms of the agreement; the price quotes from Microbac Laboratories for the services and amounts listed effective July 1, 2015; and the agreement with Dual Temp in the amount of \$4,450.00. Motion was seconded by Mr. Pierce. Voting in favor: Mr. Johnson, Mr. Pierce, Ms. Blake, Mr. Clarke, Mr. Coyle, Mr. Serfass, Mr. Hoffman, Mrs. Kresge, Ms. Micklos, Mr. Searfass, Mr. Summers, Ms. Leonard. Voting against: Motion carried. Yes – 12; No – 0; Absent – 0.

- h. Perkins Allocation of \$352,322.00 for the 2015-2016 school year, including an allocation from the 2015-2016 General Fund to cover Career Facilitators benefits of \$30,526.00 exhibit page 47

ACTION BY THE BOARD

Motion was made by Ms. Blake to table the motion for the Perkins allocation including an allocation of \$30,526.00 to cover benefits. Motion was seconded by Mr. Summers. Voting in favor: Ms. Blake, Mr. Summers, Mr. Clarke, Mr. Coyle, Mr. Serfass, Mr. Hoffman, Mr. Johnson, Mrs. Kresge, Ms. Micklos, Mr. Pierce, Mr. Searfass, Ms. Leonard. Voting against: Motion carried. Yes – 12; No – 0; Absent – 0.

- r. Unused excess revenues from the 2013-2014 school year of \$416,325.63 be transferred back to the sending school districts or transfer \$_____ to the Capital Reserve Fund (per the Articles of Agreement section 16.C.3.) for future capital projects to be determined
exhibit pages 70 – 72

ACTION BY THE BOARD

Motion was made by Ms. Blake made a motion to table the motion regarding the unused excess revenues from 2013-2014 the school year of \$416,325.63 be transferred back to sending school districts or transfer \$_____ to the Capital Reserve Fund for future capital projects. Motion was seconded by Mr. Johnson. Voting in favor: Ms. Blake, Mr. Johnson, Mr. Clarke, Mr. Coyle, Mr. Serfass, Mr. Hoffman, Mrs. Kresge, Ms. Micklos, Mr. Pierce, Mr. Searfass, Mr. Summers, Ms. Leonard. Voting against: Motion carried. Yes – 12; No – 0; Absent – 0.

- s. Contract with Barry Isett & Associates, Inc. in the amount of \$5,400.00 for providing engineering consulting assistance for a capital improvement program, to be paid from the Capital Reserve Fund
exhibit pages 73 – 93

ACTION BY THE BOARD

Motion was made by Mr. Pierce to table the contract with Barry Isett & Associates, Inc. in the amount of \$5,400.00. Motion was seconded by Mr. Johnson. Voting in favor: Mr. Pierce, Mr. Johnson, Ms. Blake, Mr. Clarke, Mr. Coyle, Mr. Serfass, Mr. Hoffman, Mrs. Kresge, Ms. Micklos, Mr. Searfass, Mr. Summers, Ms. Leonard. Voting against: Motion carried. Yes – 12; No – 0; Absent – 0.

- t. Agreement with F & F Paving to make parking lot repairs starting July 1, 2015 to be paid from the Capital Reserve Fund:
- (i) Repair parking lot catch basins at the main entrance in the amount of \$4,500.00 (pg 94)
 - (ii) repair asphalt in rear parking lot in the amount of \$4,500.00 (pg 95)
 - (iii) repair front parking lot asphalt in the amount of \$14,975.00 (pg 96)

ACTION BY THE BOARD

Motion was made by Ms. Blake to approve the agreements with F & F Paving for the repairs and costs listed to start July 1, 2015. Motion was seconded by Mr. Pierce. Voting in favor: Ms. Blake, Mr. Pierce, Mr. Clarke, Mr. Coyle, Mr. Serfass, Mr. Hoffman, Mr. Johnson, Mrs. Kresge, Ms. Micklos, Mr. Searfass, Mr. Summers, Ms. Leonard. Voting against: Motion carried. Yes – 12; No – 0; Absent – 0.

- u. Grant application for GED/ABE instruction to the Pocono Counties WIB for a total of \$22,629.50. exhibit pages 97 – 124

ACTION BY THE BOARD

Motion was made by Mr. Pierce to approve the grant application for GED/ABE instruction to the Pocono Counties WIB for a total of \$22,629.50. Motion was seconded by Ms. Blake. Voting in favor: Mr. Pierce, Ms. Blake, Mr. Clarke, Mr. Coyle, Mr. Serfass, Mr. Hoffman, Mr. Johnson, Mrs. Kresge, Ms. Micklos, Mr. Searfass, Mr. Summers, Ms. Leonard. Voting against: Motion carried. Yes – 12; No – 0; Absent – 0.

- v. Contract with Lamar for digital advertising for the months of August and December 2015 for a total of \$8,640.00 exhibit page 125 - 128
- w. Contract with Adams Outdoor Advertising for digital advertising for the months of August and December 2015 for a total of \$5,400.00 exhibit pages 129 - 130

ACTION BY THE BOARD

Motion was made by Mr. Pierce to approve the digital advertising contracts for the months of August and December 2015 with Lamar for \$8,640.00 and Adams Outdoor Advertising for \$5,400.00. Motion was seconded by Mr. Coyle. Voting in favor: Mr. Pierce, Mr. Coyle, Ms. Blake, Mr. Clarke, Mr. Serfass, Mr. Hoffman, Mr. Johnson, Mrs. Kresge, Ms. Micklos, Mr. Searfass, Mr. Summers, Ms. Leonard. Voting against: Motion carried. Yes – 12; No – 0; Absent – 0.

2. Board Policies and Procedures *(Copies of these exhibit pages are included and made a permanent part of the official Minute Book.)*

- a. Board Policy #705 – Safety exhibit pages 131 - 133
- b. Board Policy #803.1 – MCTI 2015-2016 School Calendar for the addition of snow dates indicated exhibit pages 134

ACTION BY THE BOARD

Motion was made by Mrs. Kresge to approve the board policies listed. Motion was seconded by Mr. Johnson. Voting in favor: Mrs. Kresge, Mr. Johnson, Ms. Blake, Mr. Clarke, Mr. Coyle, Mr. Serfass, Mr. Hoffman, Ms. Micklos, Mr. Pierce, Mr. Searfass, Mr. Summers, Ms. Leonard. Voting against: Motion carried. Yes – 12; No – 0; Absent – 0.

3. Curriculum and Instruction (Copies of these exhibit pages are included and made a permanent part of the official Minute Book.)

- a. Transfer/Bypass Agreement with Sullivan University and the PA Prostart Schools and the Articulation Agreement for ServeSafe/134 CAM Sanitation exhibit pages 135 - 138
- b. Program Name Changes
 - (i) Computerized Machine Tool Technology to Precision Machining
 - (ii) Power Equipment Technology to Outdoor Power Equipment Technology
- c. Programs on Probation for the 2015-2016 school year
 - (i) Precision Machining
 - (ii) Masonry

ACTION BY THE BOARD

Motion was made by Mr. Pierce to approve the Transfer/Bypass Agreement and Articulation Agreement with Sullivan University; to change the program names as indicated, and to place Precision Machining and Masonry on probation for the 2015-2016 school year and to reevaluate these programs for the 2016 school year. Motion was seconded by Mr. Searfass. Voting in favor: Mr. Pierce, Mr. Searfass, Ms. Blake, Mr. Clarke, Mr. Coyle, Mr. Serfass, Mr. Hoffman, Mr. Johnson, Mrs. Kresge, Ms. Micklos, Mr. Summers, Ms. Leonard. Voting against: Motion carried. Yes – 12; No – 0; Absent – 0.

4. Personnel Items (Copies of these exhibit pages are included and made a permanent part of the official Minute Book.)

[The following item(s) is/are to be deleted from the consensus motion at Board Member(s) request.]

 b _____ _____ _____ _____

- a. Resignation for the purpose of retirement

<u>Name</u>	<u>Position and Effective Date</u>
(1) DeVatt, Frank	-- Custodian Effective: October 30, 2015 exhibit page 139

b. ~~Salary Adjustment~~

- ~~(1) Thom, Angela -- Career & Transition Counselor (Perkins)
From: \$57,058.00 (Step 8 Col. Masters) to
\$63,552.00 (Step 9 Col. Masters+36) academic
salary schedule for the 2015-16 school year~~

- c. Appointments – Occupational Advisory Committee Members for the 2014 – 2015 school year
exhibit page 140

ACTION BY THE BOARD

Motion was made by Mr. Searfass to accept the resignation for the purpose of retirement and approve the appointments as listed in accordance with all policies and procedures. Motion was seconded by Mr. Pierce. Voting in favor: Mr. Searfass, Mr. Pierce, Ms. Blake, Mr. Clarke, Mr. Coyle, Mr. Serfass, Mr. Hoffman, Mr. Johnson, Mrs. Kresge, Ms. Micklos, Mr. Summers, Ms. Leonard. Voting against: Motion carried. Yes – 12; No – 0; Absent – 0.

d. Salary Adjustment

- (1) Thom, Angela -- Career & Transition Counselor (Perkins)
From: \$57,058.00 (Step 8 Col. Masters) to
\$63,552.00 (Step 9. Col. Masters+36) academic
salary schedule for the 2015-16 school year

ACTION BY THE BOARD

Motion was made by Mr. Coyle to approve the salary adjustment. Motion was seconded by Mr. Searfass. Voting in favor: Mr. Clarke, Mr. Serfass, Mr. Summers. Voting against: Mr. Coyle, Mr. Searfass, Ms. Blake, Mr. Hoffman, Mr. Johnson, Ms. Micklos, Mr. Pierce, Ms. Leonard. Motion denied. Yes – 3; No – 8; Abstained – 1 Mrs. Kresge.

ADDENDUM

4. **Personnel Items** (Copies of these exhibit pages are included and made a permanent part of the official Minute Book.)

e. Resignation

- | <u>Name</u> | <u>Position and Effective Date</u> |
|----------------------|---|
| (2) Stivala, Monique | -- Health Occupations Instructor
Effective: end of the 2015-2016 school year
exhibit page: 2A |

ACTION BY THE BOARD

Motion was made by Mr. Pierce to table the resignation. Motion was seconded by Ms. Blake. Voting in favor: Ms. Blake, Mr. Pierce, Mr. Clarke, Mr. Coyle, Mr. Serfass, Mr. Hoffman, Mr. Johnson, Mrs. Kresge, Ms. Micklos, Mr. Searfass, Mr. Summers, Ms. Leonard. Voting against: Motion carried. Yes – 12; No – 0; Absent – 0.

- f. Collective Bargaining Agreement (CBA) between the Monroe Career & Technical Institute (MCTI) and MCTI Education Association (EA), effective July 1, 2014 – June 30, 2017
exhibit pages 3A – 25A
- g. Memo of Understanding (MOU) with the MCTI Act 93 School Administrators to follow the MCTI EA CBA health care options, effective July 1, 2015
exhibit pages 26A – 27A

ACTION BY THE BOARD

Motion was made by Mr. Pierce to approve the collective bargaining agreement, and the MOU with the Act 93 school administrators. Motion was seconded by Ms. Blake. Voting in favor: Mr. Pierce, Ms. Blake, Mr. Clarke, Mr. Coyle, Mr. Serfass, Mr. Hoffman, Mr. Johnson, Mrs. Kresge, Ms. Micklos, Mr. Searfass, Mr. Summers, Ms. Leonard. Voting against: Motion carried. Yes – 12; No – 0; Absent – 0.

Mr. Coyle asked to post the agenda 7 days in advance of the meeting for public viewing and to implement BoardDocs or a similar program not to exceed \$3,000.00 by August 1, 2015.

ACTION BY THE BOARD

There being no further business to come before the Board, Mr. Pierce made a motion to adjourn the meeting at 9:19 p.m., with Ms. Blake seconding the motion.

Richard Pierce, JOC Secretary