JOINT OPERATING COMMITTEE MEETING

Minutes of the January 23, 2019

1. Call to Order, Roll Call

   The meeting was called to order by Joint Operating Committee Chairperson, Frank Frankenfield, at 7:42 p.m. in the JOC Board Room.

   Present at the meeting were: Mr. Bold, Mr. Champagne, Ms. Facchiano, Mr. Fedorcha, Mr. Flanders, Mr. Frankenfield, Mr. Hein, Mr. Kennedy, Ms. Maritch, Ms. Mathison, Ms. Parsons, Mr. Rex, Ms. Roth, Mr. Shields, Mr. A. Smith and Mr. R. Smith.

   Also present at the meeting were: Ms. Bader, Mr. Miller, Ms. Brna, Mr. Adam, Dr. Greenawalt, Ms. Loeffler, Mr. Kotran, Mr. Doll, Mr. Shaner, Ms. Leibensperger, Ms. Weigman.

2. Pledge of Allegiance

   Mr. Frankenfield led the Joint Operating Committee, staff and guests in the Pledge of Allegiance.

3. Courtesy of the Floor

   Mr. Frankenfield welcomed guests and asked if anyone had anything to bring to the attention of the Board.

4. Approval of the December 12, 2018 Meeting Minutes

   Mr. Bold moved, seconded by Mr. R. Smith to approve the minutes of the December 12, 2018 meeting minutes.

   The motion was unanimously approved as follows:

   In favor: (16) ... Bold, Champagne, Facchiano, Fedorcha, Flanders, Frankenfield, Hein, Kennedy, Maritch, Mathison, Parsons, Rex, Roth, Shields, A. Smith and R. Smith.

   Opposed: (0) ...

5. Chairperson Report – Frank Frankenfield

   Mr. Frankenfield reported that Personnel and Salary, Business and Finance, Public Relations, Education Committee and Policy Committees met prior to the meeting and an Executive Session was held to discuss personnel items and legal issues.
6. **Student Representative’s Report**

Dr. Rushton introduced January Student Representative Kayla Leibensperger to the JOC. Ms. Leibensperger is a senior from Northwestern Lehigh School District enrolled in our Applied Horticulture lab and is a representative on FFA.

7. **Administrative Report**

Dr. Rushton:

A. **School Director Recognition Month Certificate**

Dr. Rushton thanked the JOC Board for all their support to CT&E locally, state wide and nationally. Each JOC Member was given a certificate of appreciation.

B. **Welding Lab Status**

Dr. Rushton and Mr. Kotran displayed a picture of the exterior of the Welding lab for a decision on color. The consensus of the board was that we would go with the brown façade for the welding lab addition. We are in the process of setting up the date for the Welding Lab ground breaking and will notify the JOC as soon as a decision is made.

C. **SkillsUSA District Competition – (invitation and student rosters)**

Each JOC member was given the invitation for the SkillsUSA District competition being held on January 30, 2019 at Argi-Plex. The awards ceremony is that evening at Parkland High School.

D. **Auditor General - Limited Procedures Engagement**

The auditor procedures and policies were reviewed and no findings reported. Dr. Rushton thanked Mrs. Bader and the JOC members that attended the Auditor General report out meeting.

Mr. Adam:

A. **NIMS Accreditation**

Mr. Kurt Adam shared with the board that Lehigh Career & Technical Institute received national accreditation by the National Institute for Metalworking Skills (NIMS).

Dr. Greenawalt:

A. **EMT/CNA**
Dr. Greenawalt was requesting permission from the board to approve the offering of a PDE approved Industry Certification for an Emergency Medical Technician (EMT) course beginning February 27. This 80 hour course, taught by Cetronia Ambulance Corp, has an enrollment limit of 24 students. She also was requesting permission to register 4 senior students for a Certified Nurse Assistant (CNA) at Lehigh Carbon Community College (LCCC) because LCTI does not currently have a teacher certified to teach this course. These items are under miscellaneous for approval tonight.

8. **Grants**

Mr. Bold moved, seconded by Mr. R. Smith to approve:

A. Submission of the PAsmart Growing Registered Apprenticeship Grant for 2018-2019 School Year for the projected amount of $149,896.00.

B. Submission of the PAsmart Pre-Apprenticeship Grant for 2018-2019 School Year for the projected amount of $150,000.

C. Termination of the Workforce Board Lehigh Valley Out-of-School Youth Navigator Grant, effective January 31, 2019.

The motion was unanimously approved as follows:

In favor: (16) ... Bold, Champagne, Facchiano, Fedorcha, Flanders, Frankenfield, Hein, Kennedy, Maritch, Mathison, Parsons, Rex, Roth, Shields, A. Smith and R. Smith.

Opposed: (0) ...

9. **Adult Workforce Education: Customized Program Proposals**

Mr. Fedorcha moved, seconded by Mr. Champagne to approve:

A. The Adult Workforce Education Department to enter into an agreement with Nestle Purina Pet Care to administer a precision machine written and practical assessment for 2 employees, at LCTI, January 15 and January 19, 2019.

B. To approve the Adult Workforce Education Department to enter into an agreement with Fed Ex Ground, to provide custom welding training, 16 hours, 8 employees, at LCTI, February 2 and 9, 2019.

The motion was unanimously approved as follows:

In favor: (16) ... Bold, Champagne, Facchiano, Fedorcha, Flanders, Frankenfield, Hein, Kennedy, Maritch, Mathison, Parsons, Rex, Roth, Shields, A. Smith and R. Smith.

Opposed: (0) ...
Mr. Bold moved, seconded by Mr. Kennedy to approve:

10. **Adult Workforce Education: Personnel**

   B. Daniel Wetzel, Adult Education Instructor – Precision Machine, effective January 14, 2019 at a rate of $28.75 per hour.

   C. Termination of Katie Sullivan, Out-of-School Youth Navigator, effective January 31, 2019 due to the termination of the Lehigh Valley Workforce Development Board Grant for Out-of-School Youth.

11. **Adult Workforce Education: Miscellaneous**

   A. Authorize the Executive Director Dr. Thomas J. Rushton, Ed.D. to complete, sign and submit the Proof of Claim form in accordance with the Notice of Class Action and Proposed Settlement for participation as class member in a monetary settlement of the class action lawsuit captioned Career Counseling, Inc. d/b/a Snelling Staffing Services, Plaintiff v. Amsterdam Printing & Litho, Inc and Taylor Corporation filed in the Circuit Court of the City of St. Louis, State of Missouri, Cause No. 1822-CC11500, Division 20. (Attachment).

12. **Personnel Action: Resignations**

   A. The resignation of Alexander Meyer, Instructional Assistant - Trade Experienced Aide (Full-time) effective January 4, 2019.

   B. The resignation of Todd Sell, Computer Aided Drafting and Design Teacher, effective January 11, 2019.

   C. The resignation, due to retirement, of Randy Schock, Diesel Medium and Heavy Truck Technology Teacher, effective the last day of the 2018/2019 School Year.

13. **Personnel Action: Tenure Contract**


   B. A tenure contract for Keith Lyons, Painting and Decorating Teacher, effective January 5, 2019.

14. **Personnel Action: Transfers**

   A. Brittany Donati, Instructional Assistant - General Lab Aide from part-time to full-time effective January 10, 2019 at a rate of $16.35 per hour. For this position, 100% of Ms. Donati's hours will be charged to the general fund.
Lehigh Career & Technical Institute (LCTI)

15. **Personnel Action: Leave of Absence**
   
   A. The continuation of a leave of absence for Barbara Bechtold, Food Service Worker (Part-time), until at least January 30, 2019. This leave is not covered by FMLA.
   
   B. The continuation of a leave of absence for Patricia Eby-Manescu, Operations/Receptionist Secretary, until June 30, 2019. This leave is not covered by FMLA.

16. **Personnel Action: Change of Status**
   
   A. Regular status for Robin Rothrock, Instructional Assistant – Trade Experienced Aide (Print), effective January 16, 2019. Ms. Rothrock successfully completed her 90-day probationary period.

17. **Personnel Action: Professional Staff**
   
   A. The appointment of Aaron Schock to the position of Precision Machine Tool Technology Teacher effective no later than March 31, 2019. Mr. Schock will be placed on Step 10 of the BS/VOCII column of the 2018/2019 LCTIEA/PSEA/NEA salary guide.
   
   B. The appointment of Taylor Lindsey, to the position of Social Studies/Computer Applications Teacher effective January 28, 2019. Mr. Lindsey will be placed on Step 1 of the BS+12/VOCII+12 column of the 2018/2019 LCTIEA/PSEA/NEA salary guide.

18. **Personnel Action: Substitutes**

   *When working as substitutes the individuals are considered employees-at-will without tenure rights under the School Code. The administration may delete substitutes from the approved list at any time for any reason during the school year.*
   
   A. Alicia Thomas, Long-term Substitute Instructional Assistant (part-time) effective January 22, 2019 through the end of 2018/2019 School Year, at the approved rate of $14.50 per hour. For this position, 100% of Ms. Thomas' hours will be charged to the general fund.
   
   B. Audra Horwith, Long-term Substitute Instructional Assistant (part-time) effective January 22, 2019 until Ms. Donati’s replacement is found but no later than the end of the 2018/2019 school year, at the approved rate of $14.50 per hour. For this position, 85% of Ms. Horwith’s hours will be charged to the Perkins’s budget and 15% will be charged to the general fund.
   
   C. The appointment of Cathleen Brown to the position of Category C Long Term Substitute Social Studies Teacher, effective January 22, 2019 until further notice but no later than the end of the 2018/2019 school year. Ms. Brown will be placed on Step 1 of the
Lehigh Career & Technical Institute (LCTI)

BS/VOCII column of the 2018/2019 LCTIEA/PSEA/NEA salary guide with benefits per Policy 305.

D. The following personnel as Substitute Teachers at the approved Substitute Teacher rate and to add to the Substitute Teacher list for School Year 2018/2019:

- Robin Rothrock Effective December 20, 2018
- Cynthia Dauble Effective January 24, 2019
- Brittany Donati Effective January 10, 2019
- Alicia Thomas Effective January 22, 2019
- Audra Horwith Effective January 22, 2019


F. The resignation of Solangel Falcon, Substitute Food Service Worker, effective December 31, 2018 and removal from all Substitute lists for 2018/2019.

G. The appointment of Mary Katherine Citera to the position of Category B Short Term Substitute Social Studies Teacher, effective December 14, 2018 until January 22, 2019. Ms. Citera will be paid at the substitute rate of $210.00 per day with no fringe benefits.

H. The appointment of Kristine Neel to the position of Category B Short Term Substitute Computer Aided Drafting and Design Teacher, effective January 10, 2019 until Mr. Sell’s replacement is found but no later than the end of the 2018/2019 School Year. Ms. Neel will be paid at the substitute rate of $210.00 per day with no fringe benefits.

I. The appointment of Colleen Fahey as Substitute School and Community Outreach Coordinator effective March 1, 2019 at a rate of $28.47 per hour.

19. **Personnel Action: Mentors**

A. The end date of John Loeper as Mentor Teacher to Ronald Storch effective December 12, 2018.

B. The end date of Cyndee Barkley as Mentor Teacher to Todd Sell effective January 11, 2019.

C. The appointments of the following personnel as Mentor Teachers for one calendar year (unless otherwise indicated) in Lehigh Career & Technical Institute’s Induction Plan at a stipend rate of $850.00 (prorated) plus an additional $200 stipend for two days of attendance at the New Teacher Induction meetings in August (if attended with the new teacher):
Lehigh Career & Technical Institute (LCTI)

- John Loeper (Taylor Lindsey – Social Studies/Computer Applications Teacher) effective January 28, 2019
- Stephen Ferguson (Aaron Schock – Precision Machine Tool Technology Teacher) effective Mr. Schock’s first day.
- Kathy Khanuja (Cathleen Brown – LTS Social Studies Teacher) effective January 22, 2019 through Ms. Brown’s last day which is no later than the end of the 2018/2019 School Year.

20. **Personnel Action: Miscellaneous**

   A. Payment to Bradley Brandmeir and Thomas Uff, Welding Technology Teachers, to provide preparation for equipment and lab discussion for the upcoming new Welding Lab for a maximum of 20 hours total (10 hours each) at the Professionally Related Duties Rate of $34.00 per hour for a total of $680.00 effective January 24, 2019 through May 30, 2019. Costs to be covered by the curriculum budget.

   B. Payment to Kristin Applegate and Veronica DeBlois, Emerging Health Professionals Teachers, and Jillian Maletsky, CAP Health Occupations Teacher, for CNA audit preparation and documentation for a maximum of 60 hours total at the Professionally Related Duties Rate of $34.00 per hour for a total of $2,040. effective January 24, 2019 through June 30, 2019. Costs to be covered by the curriculum budget.

21. **Curriculum**

   A. Payment to Donna Reed for facilitating a group activity in the Applied Horticulture lab for the JOC guests that attended the December 12, 2018 holiday dinner for 3.5 hours at the Professionally Related Duties rate of $34.00 per hour for a total of $119.00. Costs to be covered by the curriculum budget.

The motion was unanimously approved as follows:

In favor: (16) ... Bold, Champagne, Facchiano, Fedorcha, Flanders, Frankenfield, Hein, Kennedy, Maritch, Mathison, Parsons, Rex, Roth, Shields, A. Smith and R. Smith.

Opposed: (0) ...

22. **Committee Reports: Personnel & Salary**

Mr. Robert E. Smith, Jr. stated there is nothing to report.

23. **Committee Reports: Business & Finance**

Mr. Kennedy moved, seconded by Mr. Fedorcha to approve:
A. 2019-2020 Budget Presentations – General Fund – Dr. Thomas J. Rushton and Mrs. Patricia T. Bader

1. Powerpoint – General Operating Fund (Attachment GF#1)

2. General Operating Fund Budget
   (a) General Operating Fund Proposed Budget Document (pg. 10-27) (Attachment GF#2)
   (b) General Operating Fund Historical Average Calculation (Attachment GF#3)
   (c) General Operating Fund Member District Cost Calculation and Cost Per Pupil
       (Attachment GF#4)
   (d) General Operating Fund Capital Cost Calculation (Attachment GF#5)
   (e) General Operating Fund Debt Service Cost Calculation (Attachment GF#6)
   (f) General Operating Fund Total Share (Attachment GF#7)
   (g) General Operating Fund Total Share Comparison (Attachment GF#8)

B. 2019/2020 Budget Presentation – Academic Center Fund – Dr. Thomas J. Rushton and Mrs. Patricia T. Bader

1. Powerpoint – Academic Center Fund (Attachment AC#1)

2. Academic Center Fund
   (a) Academic Center Member District Cost Calculation (Attachment AC#2)
   (b) Academic Center Proposed Budget Document (pg. 31-40) (Attachment AC#3)
   (c) Academic Center Total Share Comparison (Attachment AC#4)

C. 2019-2020 Budget Fast Facts

1. 2019-2020 Budget Fast Facts (Attachment BD#1)

D. Budget Resolution

1. To recommend forwarding the following resolution to the participating districts for their approval of the 2019-2020 General Fund and Academic Center Budgets:

   **BUDGET RESOLUTION**

   Resolved: That the Board of Directors of the __________________ School District hereby authorizes the expenditures of the Lehigh Career & Technical Institute for the General Operating Fund in the amount of $27,666,000 and Academic Center in the amount of $1,860,000, for the period of July 1, 2019 through June 30, 2020.

The motion was unanimously approved as follows:
D. **2018-2019 Proposed Technical Student Organization**

Mr. Kennedy moved, seconded by Mr. Bold to approve:

1. To approve the 2018-2019 Proposed Technical School Student Organization
   Budget/Academic Center Student Council. (newly formed) (Attachment)

The motion was unanimously approved as follows:

In favor: (16) ... Bold, Champagne, Facchiano, Fedorcha, Flanders, Frankenfield, Hein,
   Kennedy, Maritch, Mathison, Parsons, Rex, Roth, Shields, A. Smith and R. Smith.

Opposed: (0) ...

24. **Committee Report: Policy Committee**

   A. The following policies are for first reading:

   - **Policy #210-1** – Possession/Use of Asthma Inhalers/Epinephrine Auto-Injectors
   - **Policy #304.1** – Pre-Employment Drug Testing

Ms. Roth moved, seconded by Mr. Champagne to approve:

   B. The following policies are for a Second Reading and approval:

   - **Policy #210** – Use of Medications
   - **Policy #808.1** – Meal Charges

The motion was unanimously approved as follows:

In favor: (16) ... Bold, Champagne, Facchiano, Fedorcha, Flanders, Frankenfield, Hein,
   Kennedy, Maritch, Mathison, Parsons, Rex, Roth, Shields, A. Smith and R. Smith.

Opposed: (0) ...
C. The following policies will be combined with Policy #304.1 and will be deleted from LCTI’s Policy manual when Policy #304.1 is approved:

- Policy #404.1 – Pre-Employment Drug Testing-Support Employees
- Policy #504.1 - Pre-Employment Drug Testing-Professional Employees

Ms. Roth moved, seconded by Mr. Champagne to approve:

D. The following policy is no longer relevant at LCTI and is being deleted from LCTI’s Policy Manual:

- Policy #128 - Adult Education Community Service Programming

The motion was unanimously approved as follows:

In favor: (16) ... Bold, Champagne, Facchiano, Fedorcha, Flanders, Frankenfield, Hein, Kennedy, Maritch, Mathison, Parsons, Rex, Roth, Shields, A. Smith and R. Smith.

Opposed: (0) ...

E. The following policy will be tabled until a later date:

- Policy #815 – Acceptable Use of the Communication and Information Systems

25. Committee Report: Public Relations

Ms. Maritch gave the Public Relations report.

A. Ms. Maritch reported that Digital Feast production began with a video shoot in late November and is scheduled to continue late March or early April. Upon completion, we will have an additional seven marketing videos.

B. We have a new JOC Conference Room banner and new Academic Center showcase cards.

26. Committee Report: Education Committee

Ms. Parsons gave the Education Committee report.

A. Continue work with Mark Perna for enrollment and retention plan for LCTI.

B. Provided middle/high school counselors with LCTI course information notebooks and access to online resources.
C. Looking at Schoology as a new Learning Management System for teachers, coaches, administrators.

D. A prototype digital badge was developed and forwarded to NOCTI for feedback and approval. Once it is approved, we will begin to upload earned digital badges.

27. **Occupational Advisory Council Members**

Ms. Roth stated that in the future, the JOC would appreciate a brief biography of each perspective OAC member that is on the agenda for approval.

Mr. Bold moved, seconded by Mr. R. Smith to approve:

A. To add the following new members effective January 23, 2019:

- Commercial Photography/Electronic Imaging
  - James Galluci

- Culinary Arts
  - Timothy Twiford

- Early Care & Education of Young Children
  - Heather Jones

- Plumbing & Heating
  - Daniel R Dunn
  - Dylan Thomas Loccarini
  - Ryan Miller
  - Devan Patrick Moyer

- SOC Family & Consumer Sciences/Human Sciences, Other Hospitality
  - Denise Maiatico

B. To remove the following members effective January 23, 2019:

- Auto Technology
  - Richard Eck
  - Joseph Fosko
  - Fred Meschonat
  - Keith Wanamaker
  - Steven Bischof
  - Thomas Keene
  - Martin Wagner
• Commercial Photography
  o Richard Eck
  o Ryan Van Horn

The motion was unanimously approved as follows:

In favor: (16) ... Bold, Champagne, Facchiano, Fedorcha, Flanders, Frankenfield, Hein, Kennedy, Maritch, Mathison, Parsons, Rex, Roth, Shields, A. Smith and R. Smith.

Opposed: (0) ...

28. **Conferences**

Mr. Champagne moved, seconded by Mr. Hein to approve:

A. Elaine Beam and Joseph Peregrin, FBLA Advisors, to attend the PA FBLA State Leadership Workshop from April 7 – 10, 2019 at the Hershey Lodge and Convention Center, Hershey, PA. The total cost of the conference to LCTI is $1,791.00. A substitute is needed for three (3) days, for each instructor, at a total cost of $870.00.

Correction to Conferences on the December Agenda:

B. To approve a correction in the total cost for teachers and a counselor to attend the EduCon Conference 2019 being held on January 25, 2019 thru January 27, 2019. The correct cost of $3,939.20 is $241.60 more than was included in the previous motion approved at the December JOC meeting. The additional cost will be paid by the Academic Center Budget.

The motion was unanimously approved as follows:

In favor: (16) ... Bold, Champagne, Facchiano, Fedorcha, Flanders, Frankenfield, Hein, Kennedy, Maritch, Mathison, Parsons, Rex, Roth, Shields, A. Smith and R. Smith.

Opposed: (0) ...

Mr. Bold moved, seconded by Mr. R. Smith to approve:

29. **Bid Recommendations**

1. Approval of Bid Recommendations (Attachment)

30. **Budget Transfers**

A. 2018-2019 Budget Transfers (Attachment)
31. **List of Bills**
   
   A. The List of Bills (Attachment)

32. **Financial Reports**
   
   A. Combined Treasurer’s Report (Attachment FR #1)
   B. Investment Report (Attachment FR #2)
   C. Term Investment Detail Report (Attachment FR #3)
   D. Capital Projects 2017B Fund Investment Report (Attachment FR#4)
   E. Revenue Summary Report - General Operating Fund (Attachment FR #5)
   F. Expenditure Summary Report - General Operating Fund (Attachment FR #6)
   G. Revenue Summary Report - Academic Center Fund (Attachment FR #7)
   H. Expenditure Summary Report - Academic Center Fund (Attachment FR #8)
      (Attachment FR#9)
   J. Welding Lab Construction Detail Report (Attachment FR#10)
   K. Bond Fund Budget Sources & Uses by Month – 2017B Proceeds (Attachment FR#11)
   L. Study Activity Report – (Attachment FR#12)
   M. Adult Education Profit & Loss Statement (as of 12/31/18) – (Attachment FR#13)

The motion was unanimously approved as follows:

In favor: (16) ... Bold, Champagne, Facchiano, Fedorcha, Flanders, Frankenfield, Hein,
   Kennedy, Maritch, Mathison, Parsons, Rex, Roth, Shields, A. Smith and
   R. Smith.

Opposed: [0] ...

33. **Miscellaneous**

Mr. Fedorcha moved, seconded by Mr. Champagne to approve:

   A. **Waive Policy 706.1 – Disposal/Sale of Excess material, Equipment, Tools and Vehicles**

      1. To waive Policy 706.1 – Disposal/Sale of Excess Material, Equipment, Tools and
         Vehicles that requires all items to be sent to the annual public auction and instead
         sell as scrap the following outdated items:

         • Automotive Technology

         ○ 2002 White, Saturn 5GZCZ23D72S0204EX
         ○ 2000, Silver, Saturn L Series 1G8JU52F5YY667354
         ○ 1996, Silver, Chevy Lumina 2G1WN52M5T9215630
         ○ 1995, Green Ford/Windstar GL 2FMDA5145SBB39535
Lehigh Career & Technical Institute (LCTI)

- Electrical Technology
  - Various types of Scrap Wire
  - Clean Copper
  - Uncleaned Copper
  - Clean Aluminum
  - Uncleaned Aluminum

- HVAC
  - Barrel of Mixed Copper

- Plumbing & Heating
  - #1 Bright Copper
  - #2 Copper
  - Red Brass
  - Yellow Brass
  - Ferrous Metals (Steel)

- Welding
  - Copper
  - Stainless Steel
  - Aluminum

B. LJ Coaching and Consulting

1. Lisa Lucas, LJ Coaching and Consulting, to provide one (1) day of on-site professional development on Collins Writing at a cost of $1500 per day plus mileage/travel expenses. The workshop is scheduled on March 8, 2019. Costs to be covered by the Curriculum Budget.

2. Cetronia Ambulance Corp for services rendered to facilitate an 80 hour course for Emergency Medical Technician (EMT) Certification. The EMT course will begin on February 27, 2019 and is tentatively scheduled to conclude on May 31, 2019. The cost per student is $800.00 with a maximum enrollment of twenty-four (24) students. The total cost, not to exceed $19,200.00, will be paid by the Perkins Grant and the General Fund. The Perkins Grant will cover a minimum of $16,000. with the remaining costs to be covered by the General Fund. In the event additional Perkins Grant funding becomes available, such funds will be applied to the remaining balance.
3. Payment to Lehigh Carbon Community College to provide Certified Nursing Assistant training to four students in the Exercise Science and Rehabilitation Services program at a cost of $1,341.00 per student. Total cost of $5,364.00 to be paid by the General Fund.

C. Textbook/Instructional Media

1. The purchase of new textbooks and resources for the following programs as listed below. Costs to be paid from the General Fund.

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<th>Publisher</th>
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D. Public Auction Date & Agreement

1. The following items related to the public auction for the sale of surplus materials, equipment, tools and vehicles:

   (a) To hold a public auction on Friday, July 19, 2019 at 4:00 p.m.
   (b) To enter into an agreement with auctioneer John Pfeiffer, Jr. at a commission on the gross sales at a rate of 8% on the first $6,000.00, then 6% between $6,000.01 and $10,000.00, then 5% on anything over $10,000.01. (Attachment)

E. 2019 Consumer Price Index Adjustment

1. The 2019 Consumer Price Index Adjustment of Base Amounts on Bids effective January 4, 2019, issued by the Department of Labor and Industry as per JOC Policy 610 – Purchases Subject to Bid. The Public Bid amount is $20,600 and the Written/Telephonic Bid amount is $11,100. (Attachment)

F. The John F. Posh Foundation Outstanding LCTI Cooperative Education Student Scholarship
1. The John F. Posh Foundation Outstanding LCTI Cooperative Education Student Scholarship of $500 each to two senior students who are participating in cooperative education and meet the established criteria for nomination. Funding for the scholarships will be provided by The John F. Posh Foundation.

The motion was unanimously approved as follows:

In favor: (16) ...  Bold, Champagne, Facchiano, Fedorchia, Flanders, Frankenfield, Hein, Kennedy, Maritch, Mathison, Parsons, Rex, Roth, Shields, A. Smith and R. Smith.

Opposed: (0) ...

34. New Business

No new business to report.

35. Next Meeting Date

The next meeting of the Joint Operating Committee will be **Wednesday, February 27, 2019**

36. Adjournment

Mr. Bold moved, seconded by Mr. R. Smith to adjourn the meeting at 8:25 p.m.

The motion was unanimously approved as follows:

In favor: (16) ...  Bold, Champagne, Facchiano, Fedorchia, Flanders, Frankenfield, Hein, Kennedy, Maritch, Mathison, Parsons, Rex, Roth, Shields, A. Smith and R. Smith.

Opposed: (0) ...

Respectfully submitted,

Patricia T. Bader, PCSBA
Business Administrator/Board Secretary