JOINT OPERATING COMMITTEE MEETING

Minutes of the September 26, 2018

1. Call to Order, Roll Call

The meeting was called to order by Joint Operating Committee Chairperson, Frank Frankenfield, at 7:41 p.m. in the JOC Board Room.

Present at the meeting were: Mr. Bold, Mr. Byrd, Mr. Champagne, Ms. Conover, Ms. Cunningham, Ms. Desai, Ms. Facchiano, Mr. Fedorcha, Mr. Flanders, Mr. Frankenfield, Ms. Gaugler, Ms. Gerlach, Mr. Hein, Mr. Kennedy, Ms. Maritch, Ms. Mathison, Ms. Parsons, Mr. Rex, Ms. Roth, Mr. A. Smith and Mr. R. Smith.

Also present at the meeting were: Ms. Bader, Mr. Miller, Mr. Shaner, Ms. Brna, Mr. Adam, Ms. Loeffler, Mr. Kotran, Ms. Petty, Mr. Williams, Ms. Williams, 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 August 22, 2018 Meeting Minutes

Mr. Bold moved, seconded by Mr. R. Smith to approve the minutes of the August 22, 2018 meeting minutes.

The motion was unanimously approved as follows:

In favor: (21) ... Bold, Byrd, Champagne, Conover, Cunningham, Desai, Facchiano, Fedorcha, Flanders, Frankenfield, Gaugler, Gerlach, Hein, Kennedy, Maritch, Mathison, Parsons, Rex, Roth, A. Smith and R. Smith.

Opposed: (0) ...

5. Chairperson Report – Frank Frankenfield

Mr. Frankenfield reported that the 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**
Mr. Adam introduced September’s Student Representative Edward Williams to the JOC. Mr. Williams is a junior from Whitehall School District enrolled in our Welding Technology lab and is a representative on the SkillsUSA CTSO.

7. **Administrative Report**

**Mr. Adam:**

A. **Welding Lab Presentation**
   - Mr. Jeff Biehn updated the JOC about the design development for the Welding Lab addition from a PowerPoint presentation. The JOC asked to choose a brown or gray scheme for the new addition. The JOC choose grey regarding the color scheme of the new addition.

8. **Grants**

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

   A. Acceptance of the Perkins Secondary Local Plan 380 Grant in the amount of $896,359.00 for 2018-2019.

The motion was unanimously approved as follows:

In favor: (21) ...
   Bold, Byrd, Champagne, Conover, Cunningham, Desai, Facchiano, Fedorcha, Flanders, Frankenfield, Gaugler, Gerlach, Hein, Kennedy, Maritch, Mathison, Parsons, Rex, Roth, A. Smith and R. Smith.

Opposed: (0) ...

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

9. **Adult Workforce Education: Personnel**

   A. The appointment of Thomas Uff as Master Plumbers Apprenticeship at the rate of $60.00 per hour effective September 27, 2018.

   B. The appointment of David Rivera as Tractor Trailer Program Instructor (Part-time) at a rate of $19.50 per hour effective September 27, 2018.

10. **Adult Workforce Education: Miscellaneous**

   A. The Adult Workforce Education Department to enter into a Non-Financial Agreement with [Lancaster County Workforce Development Board](#) for classroom training contract
services under the Workforce Innovation and Opportunity Act (WIOA), effective September 1, 2018 to June 30, 2020. This contract is retroactive to allow students to access funding for LCTI adult education programs. Contracts are not issued until a participant requests to attend program at LCTI. (Attachment)

B. To approve the Financial Aid Consulting Agreement with Lancaster County Career and Technology Center, Willow Street, PA for consultation services for the Adult Workforce Education Department at $73.00 per hour, not to exceed 35 hours, effective September 27, 2018 to June 30, 2019. (Attachment)

C. The Adult Workforce Education Department to enter into a Master Agreement for Occupational Skills Training with Educational Data Systems, Incorporated for the Chester County Workforce Development Board for training services under the Workforce Innovation and Opportunity Act (WIOA), effective September 18, 2018 to June 30, 2019. This contract is retroactive to allow students to access funding for LCTI adult education programs. Contracts are not issued until a participant requests to attend a program at LCTI. (Attachment)

The motion was unanimously approved as follows:

In favor: (21) ... Bold, Byrd, Champagne, Conover, Cunningham, Desai, Facchiano, Fedorchia, Flanders, Frankenfield, Gaugler, Gerlach, Hein, Kennedy, Maritch, Mathison, Parsons, Rex, Roth, A. Smith and R. Smith.

Opposed: (0) ...

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

11. **Personnel Action: Leave of Absence**

   A. Patricia Eby-Manescu, Operational/Receptionist Secretary, to extend her unpaid leave of absence through no later than February 20, 2019. This leave extension is not covered under FMLA, but is within the 6-month leave window allowable in the current contract.

12. **Personnel Action: Support Staff**

   A. The accounting change for 85% of Robin Rothrock’s, Trade Specific Instructional Assistant - Print, hours to be charged to the Perkin’s budget and 15% to be charged to the general fund instead of 100% to the general fund, effective August 21, 2018.

   B. The appointment of Brittany Donati to the position of Instructional Assistant – General Lab Aide (Part-time position) effective October 8, 2018 at an hourly rate of $15.99, no benefits. For this position, 85% of Ms. Donati’s hours will be charged to the Perkins’s budget and 15% will be charged to the general fund.
Lehigh Career & Technical Institute (LCTI)

13. **Personnel Action: Change of Status**

   A. Regular status for Anna Young, Intervention Assistant to the Supervisor – Alternative Learning Center, effective September 5, 2018. Ms. Young successfully completed her 90-day probationary period.

14. **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. The appointment of Kristine Neel to the position of Category B Short Term Substitute CAP Science/Biology Teacher, effective the beginning of the 2018/2019 school year through approximately the end of the first quarter. Ms. Neel will be paid at the substitute rate of $210.00 per day with no fringe benefits.

   B. The following personnel to be added to the 2018/2019 Substitute Teacher list effective September 27, 2018 at the approved daily rate:

   - Kenneth Reiter
   - Teresa Pickar

   C. The appointment of Alicia Levan to the position of Category C Long Term Substitute SOC Food Services Teacher, effective October 11, 2018 to the end of the 2018/2019 school year. Ms. Levan is temporarily transferring into this position from a full-time Instructional Assistant position. Ms. Levan will be placed on Step 1 of the BS/VOC II column of the 2018/2019 LCTIEA/PSEA/NEA salary guide with benefits specified under Policy 305, with the exception that she shall retain her current health, dental and prescription benefits and premium share as offered to LCTI full-time ESPA Instructional Assistant employees.

   D. Rebecca Rozycki to be added to the 2018/2019 Substitute Instructional Assistant list effective October 8, 2018 at the approved hourly rate.

   E. Carla Nichols to be added to the 2018/2019 Substitute Secretary list effective September 4, 2018 at the approved hourly rate.

15. **Personnel Action: Mentors**

   A. The following personnel as Mentor Teacher from October 11, 2018 through the end of the 2018/2019 school year in Lehigh Career & Technical Institute's Induction Plan at a stipend rate of $850.00 (prorated)
16. **Personnel Action: Tenure Contract**

   A. A tenure contract for Kevin Keeler, Heating/Air Conditioning and Refrigeration Teacher, effective September 22, 2018.

17. **Personnel Action: Summer Staff**

   A. Payment to Pamela Hittinger, Cafeteria Supervisor, for two additional 2018 summer days (maximum 8 hours/day) to complete 2018/2019 menu planning for compliance with the Healthy, Hunger-Free Kids Act (HHFKA) of 2010 and for professional development at her approved hourly rate. Mrs. Hittinger was supervised by Mrs. Bader.

18. **Personnel Action: Miscellaneous**

   A. Payment to Brock Cahoon, Culinary Arts Teacher, for an additional 27.5 hours to provide food during the Nurses' Conference at the JOC approved Non-Instructional Duties Rate – Level 1 of $29.15 per hour effective August 6, 7, and 8, 2019.

   B. Payment to Robert Hudoka, Culinary Arts Teacher, for an additional 27 hours to provide food during the Nurses' Conference at the JOC Approved Non-Instructional Duties – Level 1 of $29.15 per hour effective August 6, 7, and 8, 2019.

   C. The appointment of Jillian Maletsky as Health Occupations Students of America (HOSA) Co-Advisor for the 2018/2019 school year at a stipend rate of $825.

   D. Payment to Thomas Uff for an additional 2 hours for attending the Welding Lab design meeting held on August 7, 2018 for a total of 5 hours at the hourly Professional Related Duties Rate of $34.00 per hour to be paid by the General Fund.

   E. Payment to Bradley Brandmeir for an additional 1 hour for attending the Welding Lab design meeting held on August 7, 2018 for a total of 4 hours at the hourly Professional Related Duties Rate of $34.00 per hour to be paid by the General Fund.

   F. The appointment of Kevin Keeler as SkillsUSA Advisor effective September 26, 2018 for the 2018/2019 school year at a stipend rate of $1,650 (prorated).

The motion was unanimously approved as follows:

**In favor:** (21) ... Bold, Byrd, Champagne, Conover, Cunningham, Desai, Facchiano, Fedorcha, Flanders, Frankenfield, Gaugler, Gerlach, Hein, Kennedy, Maritch, Mathison, Parsons, Rex, Roth, A. Smith and R. Smith.

**Opposed:** (0) ...
19. **Committee Reports: Personnel & Salary**

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

A. Entering into an employment agreement with the Lehigh Career & Technical Institute Educational Support Personnel Association ESPA/PSEA/NEA for the time period of July 1, 2018 to June 30, 2021. (Attachment)


C. The Memorandum of Agreement with Lehigh Career & Technical Institute Educational Association regarding a one-time only bonus of $1,000 to each of 14 teachers (paid in four installments) due to being “frozen” on step 16 of the salary schedule during the current contract. (Attachment)

D. To approve the Executive Director, Dr. Thomas J. Rushton’s salary in the amount of $166,410.02 effective July 1, 2018.

The motion was unanimously approved as follows:

In favor: (21) ... Bold, Byrd, Champagne, Conover, Cunningham, Desai, Facchiano, Fedorcha, Flanders, Frankenfield, Gaugler, Gerlach, Hein, Kennedy, Maritch, Mathison, Parsons, Rex, Roth, A. Smith and R. Smith.

Opposed: (0) ...

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

Mr. Kennedy stated there was no report for Business & Finance.

21. **Committee Report: Policy Committee**

A. The following policies are for review only:

- Policy #210 – Use of Medications
- Policy #210.1 – Possession/Use of Asthma Inhalers/Epinephrine Auto-Injectors

B. The following policies are for a First Reading:

- Policy #229 – Student Fund-Raising
- Policy #237 – Electronic Devices

- Policy #815 – Acceptable Use of the Communication and Information System
Lehigh Career & Technical Institute (LCTI)

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

C. The following policies are for Second Reading and approval:

- Policy #122 – Co-Curricular Activities

The motion was unanimously approved as follows:

In favor: (21) ... Bold, Byrd, Champagne, Conover, Cunningham, Desai, Facchiano, Fedorcha, Flanders, Frankenfield, Gaugler, Gerlach, Hein, Kennedy, Maritch, Mathison, Parsons, Rex, Roth, A. Smith and R. Smith.

Opposed: (0) ...

22. **Committee Report: Public Relations**

Ms. Facchiano gave their report.

A. The PPL contract for Senior Recognition Night 2019 is on the agenda tonight for approval with rent waiver of $7,500 savings.

B. The Digital Feast contract is on the agenda for approval tonight. The $17,500 agreements will cover the cost of seven videos.

C. LCTI is 2018 Morning Call Reader’s Choice winner for “CDL Driver Training” and “Vocational Technical School”. For the next year, we’re welcome to display the Reader’s Choice Logo on our marketing materials.

23. **Committee Report: Education Committee**

Ms. Parson informed the JOC that Dan Snyder, Regina Naradko, Shannon Williams and Grace Loeffler participated in the Chapter 339 Guidance Plan workshop at the LCIU on September 19, 2018.

24. **Occupational Advisory Council Members**

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

A. The following members effective September 26, 2018:

- Darlene Pinto – Advertising Design
- Sarah Turner – Auto Body Collision Repair
- Phil Amole – Automotive Technology
- David Irvine – Automotive Technology
- Jeffrey McGouldrick – Automotive Technology
Lehigh Career & Technical Institute (LCTI)

- Matthew Pasquale – Automotive Technology
- Shelly Bundro – Criminal Justice
- Andrew Kehm – Criminal Justice
- Ranfly Garcia – Diversified Career Occupations
- Michael Laici – Diversified Career Occupations
- Jason Manwiller – Diversified Career Occupations
- Andrea Stephenson – Diversified Career Occupations
- Mita Valenzuela – Diversified Career Occupations
- Bryan Lieberman – Electrical Technology
- Stephen Statler – Electromechanical/Mechatronics
- Wendy Balik – Emerging Health Professionals
- Stephen Habrial – Emerging Health Professionals
- Jessica Racine - Emerging Health Professionals
- Donald Miller – Heating/Air Conditioning and Refrigeration (HVAC)
- Joseph Mrochko – Marketing & Business Education
- Porsha Santiago – Marketing & Business Education
- Christopher Kunkle – Small Engines/Recreational Vehicle Repair
- Robert Dolan – Supply Chain Management & Logistics

B. To remove the following members effective September 26, 2018:

- Deb Knicos – Commercial Baking
- Ron Garber – Diesel

The motion was unanimously approved as follows:

In favor: (21) ... Bold, Byrd, Champagne, Conover, Cunningham, Desai, Facchiano, Fedorcha, Flanders, Frankenfield, Gaugler, Gerlach, Hein, Kennedy, Maritch, Mathison, Parsons, Rex, Roth, A. Smith and R. Smith.

Opposed: (0) ...

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

25. **Conferences**

A. Joseph Baylog, School-to-Career Coordinator, to attend the Pennsylvania Cooperative Education Association/Pennsylvania Association of Career & Technical Administrators Conference (PCEA/PACTA) in State College, PA October 16-17, 2018. The cost of the conference to LCTI is $579.78. There are no substitute costs.

B. Stephen Ferguson, School-to-Career Coordinator, to attend the Pennsylvania Cooperative Education Association/Pennsylvania Association of Career & Technical Administrators Conference (PCEA/PACTA) in State College, PA October 16-17, 2018. The cost of the conference to LCTI is $579.78. There are no substitute costs.
C. Wendy Harris, School-to-Career Coordinator, to attend the Pennsylvania Cooperative Education Association/Pennsylvania Association of Career & Technical Administrators Conference (PCEA/PACTA) in State College, PA from October 16-18, 2018. The cost of the conference to LCTI is $559.78. There are no substitute costs.

D. Scott Smith, School Police Officer, to attend the School Safety and Security Exchange Conference on November 8-9, 2018 at the Hershey Lodge and Convention Center, Hershey, PA. The total cost of the conference to LCTI is $75.00.

E. The following teachers: Brock Cahoon, Vicki Phillips, Gregory Merchinsky, Kenneth Midgett, Garrett Tweed, and Matthew Welsh to attend the Program of Study Task List Revision Workshop from October 2-3, 2018 at the Ramada Hotel and Conference Center, State College, PA. There is no cost to LCTI for these conferences. A substitute is needed for each teacher, for two days, at the cost of $120.00 per day for a total cost of $1,440.00.

F. The following teachers: Cyndee Barkley, Kevin Ferenchak, Thomas Lesisko, Kevin Keeler, Joseph Peregrin, and Donna Reed to attend the Program of Study Task List Revision Workshop on October 18, 2018 at the Ramada Hotel and Conference Center, State College, PA. There is no cost to LCTI for these conferences. A substitute is needed for each teacher, for one day, at the cost of $120.00 per day for a total cost of $720.00.

G. The following teachers: Heather Keck, William Gordon, Steven Ring, and Richard Pfanders to attend the Program of Study Task List Revision Workshop from October 24-25, 2018 at the Ramada Hotel and Conference Center, State College, PA. There is no cost to LCTI for these conferences. A substitute is needed for each teacher, for two days, at the cost of $120.00 per day for a total cost of $960.00.

H. The following teachers to attend the Conference on Integrated Learning: The School to Career Connection at the Penn Stater Conference Hotel, State College, PA on November 14, 2018 through November 16, 2018. The total cost of the conference to LCTI will be $3,842.16 registration, hotel and travel expenses plus substitute cost of $1,740.00. The $3,842.16 will be covered by the Curriculum Budget. The substitute cost will be covered by LCTI General Fund.

TEACHERS

- Kelly Cahoon
- Vincent Dabrowski
- Heather Keck
- Stacie Knehr Kutz
- Steven Ring
- Ryan VanNorman
I. Jeffrey Doll, Indoor/Outdoor Maintenance Instructor, FFA Advisor, to attend the FFA State Leadership Conference from October 1-2, 2018 at the Blair County Convention Center in Altoona, PA. The total cost to LCTI is $190.10. A substitute is needed for two days at a cost of $120.00 per day, total cost $240.00.

J. Estimated expenses for the following JOC Board members to attend the ACTE Conference in San Antonio, Texas on 11/27/18 - 12/1/18.

<table>
<thead>
<tr>
<th>Category</th>
<th>David Kennedy Expenses</th>
<th>Frank Frankenfield Expenses</th>
<th>David Hein Expenses</th>
<th>Gary Fedorcha Expenses</th>
</tr>
</thead>
<tbody>
<tr>
<td>Conference Registration &amp; Membership</td>
<td>560.00</td>
<td>620.00</td>
<td>610.00</td>
<td>610.00</td>
</tr>
<tr>
<td>Airfare</td>
<td>452.00</td>
<td>417.54</td>
<td>468.50</td>
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<tr>
<td>Baggage Fees</td>
<td>50.00</td>
<td>50.00</td>
<td>50.00</td>
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<tr>
<td>Ground Transportation</td>
<td>TBD</td>
<td>TBD</td>
<td>TBD</td>
<td>TBD</td>
</tr>
<tr>
<td>Lodging</td>
<td>789.23</td>
<td>835.93</td>
<td>835.93</td>
<td>835.93</td>
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<tr>
<td>Meals (ESTIMATED)</td>
<td>400.00</td>
<td>400.00</td>
<td>400.00</td>
<td>400.00</td>
</tr>
<tr>
<td><strong>TOTAL:</strong></td>
<td><strong>$2,251.23</strong></td>
<td><strong>$2,323.47</strong></td>
<td><strong>$2,364.43</strong></td>
<td><strong>$2,364.43</strong></td>
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</table>

K. Estimated expenses for Robert E. Smith, Jr. JOC Member to attend the PSBA School Leadership Conference in Hershey, PA on October 17-19, 2018.

<table>
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<tr>
<th>Category</th>
<th>Robert E. Smith, Jr. Expenses</th>
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<tr>
<td>Conference Registration &amp; Membership</td>
<td>490.00</td>
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<tr>
<td>Mileage (154 miles x .545)</td>
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<td>Ground Transportation</td>
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<td>Lodging</td>
<td>675.99</td>
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<tr>
<td>Meals (ESTIMATED)</td>
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<tr>
<td><strong>TOTAL:</strong></td>
<td><strong>$1,549.92</strong></td>
</tr>
</tbody>
</table>

The motion was unanimously approved as follows:

In favor: (21) ... Bold, Byrd, Champagne, Conover, Cunningham, Desai, Facchiano, Fedorcha, Flanders, Frankenfield, Gaugler, Gerlach, Hein, Kennedy, Maritch, Mathison, Parsons, Rex, Roth, A. Smith and R. Smith.

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

26. **Budget Transfers**
   A. 2017-2018 Final Budget Transfers (Attachment)

27. **List of Bills**
   A. The List of Bills (Attachment)

28. **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)

The motion was unanimously approved as follows:

In favor: (21) ... Bold, Byrd, Champagne, Conover, Cunningham, Desai, Facchiano, Fedorcha, Flanders, Frankenfield, Gaugler, Gerlach, Hein, Kennedy, Maritch, Mathison, Parsons, Rex, Roth, A. Smith and R. Smith.

Opposed: (0) ...

29. **Miscellaneous: Bond Funds**

Ms. Conover moved, seconded by Mr. Fedorcha to approve:

   A. The design development documents prepared by Watkins Architects LTD. for the LCTI Welding Lab Addition. The Administration is authorized to implement all terms and provisions of the Architect’s contract including but not limited to providing approvals for all architect’s services as set forth in the Architect Contract dated January 17, 2018.

The motion was unanimously approved as follows:

In favor: (21) ... Bold, Byrd, Champagne, Conover, Cunningham, Desai, Facchiano, Fedorcha, Flanders, Frankenfield, Gaugler, Gerlach, Hein, Kennedy, Maritch, Mathison, Parsons, Rex, Roth, A. Smith and R. Smith.

Opposed: (0) ...
Lehigh Career & Technical Institute (LCTI)

30. **Miscellaneous**

Mr. Bold moved, seconded by Ms. Conover to approve:

**LI Coaching and Consulting**

A. Payment to Lisa Lucas, LI Coaching and Consulting, to provide three days of on-site professional development and instructional leadership coaching at a cost of $1500 per day plus mileage/travel expenses. The focus of her work will engage improvements to the instructional process and focus on student achievement indicators. The workshops are scheduled in December 2018 and January 2019. Should weather necessitate the cancelation of the workshops, the dates of the activities will be rescheduled in February and March 2019. Costs to be covered by the Perkins Grant.

**Policy #706.1 - Disposal/Sale of Excess Material, Equipment and Tools**

B. Waiving Policy #706.1 - Disposal/Sale of Excess Material, Equipment and Tools that requires all items to be sent to the annual public auction and instead sell as scrap the following outdated Electrical Technology and CAP Electrical Technology instructional items:

- Number one and Number two copper
- Insulated copper wire
- Aluminum

**PPL Center License Agreement**

C. The attached License Agreement (the Agreement) between Lehigh Career & Technical Institute (Licensee) and Global Spectrum L.P. as agent on behalf of BDH Development, LLC (the Licensee) for the use of the PPL Center for LCTI Senior Night on Thursday May 30, 2019 (the Event) for a cost equal to the reimbursable expenses incurred by Licensee as estimated on Exhibit B attached to the Agreement. The Agreement includes a waiver of the building rental fee in the amount of $7,500; which has been approved by ANIZDA as a “rent free” day. (Attachment)

The following is a summary of the estimated expenses as set forth on Exhibit B which includes the waiver of the building rental fee.

Building Rental $ 0.00 ($7,500.00 is waived as an ANIZDA “rent free” day)

Labor & Equipment Costs

- Ice In Total $ 8,468.68
- Ice Out Total $ 8,131.28

Building Expenses $ 1,200.00
Lehigh Career & Technical Institute (LCTI)

Total Amount

- Ice In Total $ 9,668.68
- Ice Out Total $ 9,331.28

Digital Feast

D. A contract with Digital Feast of Allentown, PA, for the production of seven videos that will be shared on Lehigh Career & Technical Institute’s website and used to market LCTI’s high school programs, specifically those linked to the IT Academy and the Academic Center, in the amount of $17,500. Cost to be covered by the Public Relations Budget.

SkillsUSA Council

E. The SkillsUSA Council agreement regarding membership and SkillsUSA Council services to be provided to Lehigh Career & Technical Institute for school year 2018-2019. The annual fee is $11,869.72 per year, invoiced quarterly in installments of $2,967.43.

The motion was unanimously approved as follows:

In favor: (21) ... Bold, Byrd, Champagne, Conover, Cunningham, Desai, Facchiano, Fedorcha, Flanders, Frankenfield, Gaugler, Gerlach, Hein, Kennedy, Maritch, Mathison, Parsons, Rex, Roth, A. Smith and R. Smith.

Opposed: (0) ...

31. **New Business**

No new business to report.

32. **Next Meeting Date**

The next meeting of the Joint Operating Committee will be **Wednesday, October 24, 2018**
37. **Adjournment**

Mr. Bold moved, seconded by Mr. R. Smith to adjourn the meeting at 8:30 p.m.

The motion was unanimously approved as follows:

In favor: (21) ... Bold, Byrd, Champagne, Conover, Cunningham, Desai, Facchiano, Fedorcha, Flanders, Frankenfield, Gaugler, Gerlach, Hein, Kennedy, Maritch, Mathison, Parsons, Rex, Roth, A. Smith and R. Smith.

Opposed: (0) ...

Respectfully submitted,

[Signature]

Patricia T. Bader, PCSBA
Business Administrator/Board Secretary