

ADMIRAL PEARY AREA VOCATIONAL-TECHNICAL SCHOOL

948 BEN FRANKLIN HIGHWAY
EBENSBURG, PENNSYLVANIA 15931-7628

OPERATING COMMITTEE

Regular Meeting

May 17, 2018

MEMBERS: Mr. Arthur Wurm, Chairperson; Mr. Michael Sheehan, 1st Vice-Chairperson; Mr. Delvin Lockard, 2nd Vice-Chairperson; Dr. Susan Sibert, Treasurer; Mrs. Donell Jacoby, Secretary; Mr. Erik Thrower, Mr. Justin Roberts, Mr. Craig Gibson, Mrs. Gayle Devlin, and Mr. Thomas Malloy.

A Regular Meeting of the Admiral Peary Area Vocational-Technical School Operating Committee was called to order by Mr. Arthur Wurm, Chairperson at 6:33 P.M., Thursday May 17, 2018 in the Conference Room of the Admiral Peary A.V.T.S., 948 Ben Franklin Highway, Ebensburg, Pennsylvania.

ROLL CALL WAS TAKEN:

MEMBERS PRESENT FOR VOTING:

- Mr. Arthur Wurm
- Dr. Susan Sibert
- Mr. Thomas Malloy
- Mr. Craig Gibson
- Mrs. Gayle Devlin
- Mrs. Donell Jacoby
- Mr. Delvin Lockard
- Mr. Michael Sheehan
- Mr. Justin Roberts

TOTAL..... 09

MEMBERS ABSENT:

- Mr. Erik Thrower

TOTAL..... 01

ALTERNATES PRESENT:

TOTAL..... 00

Quorum Present.

OPERATING COMMITTEE
Minutes of Regular Meeting – May 17, 2018

AMONG OTHERS PRESENT:

Mr. Kenneth Jubas, Executive Director
Mrs. Jon Higgins, Solicitor, Beard Legal Group
Mrs. Deborah Kirsch, President Admiral Peary Education Association
Mr. Ron Portash, Reporter, Mainline Newspaper

Following the Pledge of Allegiance, the following were the items of business and discussion.

MINUTES OF THE REGULAR MEETING:

A motion was made by Mr. Roberts, seconded by Ms. Devlin, to approve the minutes of the April 19, 2018 Regular meeting, as presented.

Motion carried unanimously by common consent.

TREASURER'S REPORTS

A motion was made by Mr. Malloy, seconded by Dr. Sibert, to approve the treasurer's report for April 2018, as presented:

GENERAL FUND ACCOUNT

This checkbook balance on April 1st was \$389,095.80. Deposits for April totaled \$206,574.14 and disbursements totaled \$177,621.39 leaving an April 30th checkbook balance of \$418,048.55 and a fund balance of \$869,766.17.

ADULT / PROJECTS FUND

This checkbook balance on April 1st was \$139,394.34. Deposits for April totaled \$3,551.36 and disbursements totaled \$273.74 leaving an April 30th checkbook balance of \$142,671.96 and a fund balance of \$447,265.80.

DISCRETIONARY FUND

This checkbook balance on April 1st was \$51,037.06. Deposits for April totaled \$1,638.25 and disbursements totaled \$64.40 leaving an April 30th checkbook balance of \$52,610.91 and a fund balance of \$107,541.29.

CAPITAL IMPROVEMENT RESERVE FUND

This fund balance on April 1st was \$247,974.02. Interest earnings for April totaled \$290.05 and disbursements totaled \$0.00, leaving an April 30th fund balance of \$248,264.07.

Motion carried unanimously by common consent.

OPERATING COMMITTEE
Minutes of Regular Meeting – May 17, 2018

APPROVAL of BILLS:

A motion was made by Mr. Roberts, seconded by Mr. Malloy, to approve payment of the bills as presented:

<i>General Fund</i>	<i>\$174,592.07</i>
<i>Adult/Projects</i>	<i>\$282.94</i>
<i>Discretionary Fund</i>	<i>\$259.00</i>
<i>Capital Improvement Fund</i>	<i>\$0.00</i>
<i>Combined Total</i>	<i>\$175,134.01</i>

Motion carried unanimously by common consent.

PUBLIC COMMENT

Mr. Wurm opened the meeting for public comment at this time. Public comment was closed after none offered.

EXECUTIVE SESSION

A motion was made by Mr. Roberts, seconded by Dr. Sibert to enter into Executive Session. Motion carried unanimously by common consent. Time 6:36 pm.

A motion was made by Mrs. Jacoby, seconded by Mr. Malloy to exit Executive Session. Motion carried unanimously by common consent. Time 7:14 pm.

The Regular Meeting then continued as follows:

PERSONEL

Paraprofessionals

A motion was made by Dr. Sibert, seconded by Ms. Devlin, to accept the resignation of Ms. Robin Sodmont, PAES Paraprofessional effective May 29, 2018.

Motion was carried unanimously by common consent.

A motion was made by Mr. Malloy, seconded by Ms. Devlin, to accept the retirement of Mr. Ken Dumm, Auto Technology Paraprofessional effective June 30, 2018.

Motion was carried unanimously by common consent.

OPERATING COMMITTEE

Minutes of Regular Meeting – May 17, 2018

A motion was made by Dr. Sibert, seconded by Mr. Roberts, to approve administration to advertise for paraprofessionals for the 2018-2019 school year.

Motion was carried unanimously by common consent.

Summer Grounds/Maintenance

A motion was made by Mr. Roberts, seconded by Mr. Gibson, to approve administration to advertise and hire two Part-time Summer Grounds/Maintenance positions at a rate of \$7.25 per hour for a maximum of 29 hours per week each.

Motion was carried unanimously by common consent.

Part-Time Administrative Assistant

A motion was made by Mr. Roberts, seconded by Mr. Sheehan, to increase the hours of Mandy Tedrow, Part-Time Administrative Assistant to a full-time 12-month position with a salary of \$20,000 and employee only benefits effective July 1, 2018.

Motion carried unanimously by common consent.

Ignite Substitute Program

A motion was made by Mrs. Jacoby, seconded by Mr. Sheehan, to approve the renewal of the Ignite Substitute Agreement for the 2018-2019 School Year.

Motion carried unanimously by common consent.

BUSINESS

Harmony Area School District

A motion was made by Mrs. Jacoby, seconded by Mr. Roberts to authorize the admission of Harmony Area School District to the attendance area of Admiral Peary AVTS and further authorizing the Administration and Solicitor to petition to the State Board of Vocational Education and any/all other relevant state entities for approval of said change in attendance area on or before June 1, 2018, with any/all such authorization being made contingent upon 1) confirmation of approval by a majority of the participating School Districts of the admission of Harmony Area School District to join APAVTS, and 2) confirmation of Harmony Area School District's agreement to all terms and conditions proposed for its admission.

Motion carried unanimously by common consent.

OPERATING COMMITTEE
Minutes of Regular Meeting – May 17, 2018

Selection of Local Auditor, Solicitor, Treasurer; Establish Depositories for 2018-2019

A motion was made by Mrs. Jacoby, seconded by Mr. Malloy to select Mr. Robert Shaffer, CPA as the Local Auditor; Beard Legal Group as the Solicitor; Dr. Susan Sibert as the treasurer; and to establish 1st National Bank, First Commonwealth, Northwest Savings Bank, PSDLAF and PLIGIT as depositories for Admiral Peary AVTS for the 2018-2019 Fiscal Year.

Motion carried unanimously by common consent.

NEXT REGULAR MEETING

*The next Committee of the Whole/Regular Meeting will be held **THURSDAY, June 21, 2018 at 6:30 P.M.***

ADJOURNMENT

A motion was made by Mr. Roberts, seconded by Mr. Sheehan, to adjourn the regular meeting. Time: 7:24 PM.

Motion carried unanimously by common consent.

Submitted by,

*Stacey Thomas
Recording Secretary*

Official Minutes Attested by