

ADMIRAL PEARY AREA VOCATIONAL-TECHNICAL SCHOOL

948 BEN FRANKLIN HIGHWAY  
EBENSBURG, PENNSYLVANIA 15931-7628

OPERATING COMMITTEE

Regular Meeting

September 20, 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.

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A Regular Meeting of the Admiral Peary Area Vocational-Technical School Operating Committee was called to order by Arthur Wurm, Chairperson at 6:37 P.M., Thursday, September 20, 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
- Mr. Craig Gibson
- Ms. Gayle Devlin
- Mrs. Donell Jacoby
- Mr. Michael Sheehan
- Mr. Justin Roberts

TOTAL . . . . . 06

MEMBERS ABSENT:

- Dr. Susan Sibert
- Mr. Thomas Malloy
- Mr. Delvin Lockard
- Mr. Erik Thrower

TOTAL . . . . . 04

ALTERNATES PRESENT:

TOTAL..... 00

Quorum Present.

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*AMONG OTHERS PRESENT:*

*Mr. Kenneth Jubas, Executive Director  
Ms. Jenifer Danbeck, 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 Mr. Gibson, to approve the minutes of the August 16, 2018 Regular meeting, as presented.  
Motion carried unanimously by common consent.*

*A motion was made by Mr. Sheehan, seconded by Mr. Roberts, to approve the minutes of the September 4, 2018 Special meeting, as presented.  
Motion carried unanimously by common consent.*

*TREASURER'S REPORTS*

*A motion was made by Mr. Roberts, seconded by Mr. Sheehan, to approve the treasurer's report for August 2018, as presented:*

*GENERAL FUND ACCOUNT*

*This checkbook balance on August 1st was \$244,740.87. Deposits for August totaled \$387,418.89 and disbursements totaled \$277,695.52 leaving an August 31st checkbook balance of \$354,464.24 and a fund balance of \$782,500.65.*

*ADULT / PROJECTS FUND*

*This checkbook balance on August 1st was \$145,214.19. Deposits for August totaled \$777.95 and disbursements totaled \$254.92 leaving an August 31st checkbook balance of \$145,737.22 and a fund balance of \$451,482.56.*

*DISCRETIONARY FUND*

*This checkbook balance on August 1st was \$59,485.56. Deposits for August totaled \$122.76 and disbursements totaled \$81.75 leaving an August 31st checkbook balance of \$59,526.57 and a fund balance of \$114,763.11.*

*CAPITAL IMPROVEMENT RESERVE FUND*

*This fund balance on August 1st was \$274,480.78. Deposits for August totaled \$379.86 and disbursements totaled \$0.00, leaving an August 31st fund balance of \$274,860.64.*

*Motion carried unanimously by common consent.*

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**APPROVAL of BILLS:**

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

<i>General Fund</i>	<i>\$236,508.26</i>
<i>Adult/Projects</i>	<i>\$338.00</i>
<i>Discretionary Fund</i>	<i>\$102.00</i>
<i>Capital Improvement Fund</i>	<i>\$0.00</i>
<b><i>Combined Total</i></b>	<b><i>\$236,948.26</i></b>

*Motion carried unanimously by common consent.*

**PUBLIC COMMENT**

*Mr. Wurm opened the meeting for public comment at this time.*

*Keith Battlebach, a parent of a senior in the Small Engine Repair program, spoke about his concern that an instructor has not yet been hired for this school year and the students are in study hall instead of the classroom/shop. He is concerned that his son will not be adequately prepared for the NOCTI exam and will not be able to complete the program. He believes Admiral Peary is a great school that prepared him for his career and he wants the same for his son.*

*Mr. Jubas addressed his concerns noting that there are not certified substitutes available for situations like this. He assured him that an instructor would be hired very soon. The focus for the new instructor will be on making sure the students are ready for the NOCTI exam in April. He expressed his confidence that any senior on track to complete the program this year will still be able to do so.*

*Public comment was closed after no additional comments offered.*

**EXECUTIVE SESSION**

*A motion was made by Mr. Sheehan, seconded by Mr. Roberts to enter into Executive Session. Motion carried unanimously by common consent. Time 6:47 pm.*

*A motion was made by Mr. Roberts, seconded by Mr. Sheehan to exit Executive Session. Motion carried unanimously by common consent. Time 7:01 pm.*

*The Regular Meeting then continued as follows:*

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PERSONEL

Small Engine Instructor Position

A motion was made by Mr. Roberts, seconded by Mr. Sheehan, to approve the hiring of Mr. Richard Wagstaff to the Small Engine Instructor position at Admiral Peary AVTS with an annual salary of \$36,000 with benefits as per the APAVTS Education Association Contract.

Motion was carried unanimously by common consent.

Auto Body Paraprofessional/Maintenance Position

A motion was made by Mr. Sheehan, seconded by Mr. Gibson, to accept the resignation of Mr. Josh Burkhardt as the Auto Body Paraprofessional/Maintenance position and to authorize administration to advertise for this 12-month position.

Motion was carried unanimously by common consent.

.NEXT REGULAR MEETING

The next Committee of the Whole/Regular Meeting will be held **THURSDAY, OCTOBER 18, 2018 at 6:30 P.M.**

ADJOURNMENT

A motion was made by Mr. Roberts, seconded by Mr. Gibson, to adjourn the regular meeting. Time: 7:02 PM.

Motion carried unanimously by common consent.

Submitted by,

Stacey Thomas  
Recording Secretary

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Official Minutes Attested by