

ADMIRAL PEARY AREA VOCATIONAL-TECHNICAL SCHOOL

948 BEN FRANKLIN HIGHWAY  
EBENSBURG, PENNSYLVANIA 15931-7628

OPERATING COMMITTEE

Regular Meeting

November 17, 2016

MEMBERS: Mr. Erik Thrower, Chairperson; Mr. Don Cessna, 1st Vice-Chairperson; Mr. Art Wurm, 2nd Vice-Chairperson; Mrs. Rosemarie Sadosky, Treasurer; Mrs. Donell Jacoby, Secretary; Mr. Justin Roberts; Mr. Henry Nileski, Dr. Susan Sibert, Mr. Delvin Lockard and Mr. Thomas Malloy.

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A Regular Meeting of the Admiral Peary Area Vocational-Technical School Operating was called to order by Mr. Erik Thrower, Chairperson at 6:32 P.M., Thursday October 20, 2016 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. Don Cessna  
Ms. Rosemarie Sadosky  
Mrs. Donell Jacoby  
Mr. Henry Nileski  
Mr. Justin Roberts  
Mr. Erik Thrower

TOTAL..... 09

MEMBERS ABSENT:

Mr. Delvin Lockard

TOTAL..... 01

ALTERNATES PRESENT:

Dr. Kevin Krug

TOTAL..... 01

Quorum Present.

AMONG OTHERS PRESENT:

Mr. Kenneth Jubas, Executive Director  
Mrs. Elizabeth Benjamin, Solicitor, Andrews and Beard Law Offices  
Mr. George Varre, 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. Cessna, seconded by Mr. Roberts to approve the minutes of the October 20, 2016 Regular meeting, as presented.*

*Motion carried unanimously by common consent.*

TREASURER'S REPORTS

*A motion was made by Ms. Sadosky, seconded by Mr. Nileski, to approve the treasurer's report for October 2016, as presented:*

GENERAL FUND ACCOUNT

*This checkbook balance on October 1st was \$242,376.89. Deposits for October totaled \$94,528.83 and disbursements totaled \$199,781.87 leaving an October 31st checkbook balance of \$137,123.85 and a fund balance of \$585,225.47.*

ADULT / PROJECTS FUND

*This checkbook balance on October 1st was \$113,049.37. Deposits for October totaled \$313.00 and disbursements totaled \$74.16 leaving an October 31st checkbook balance of \$113,288.21, and a fund balance of \$415,255.78.*

DISCRETIONARY FUND

*This checkbook balance on October 1st was \$37,711.61. Deposits for October totaled \$14.46 and disbursements totaled \$14.14 leaving an October 31st checkbook balance of \$37,711.93, and a fund balance of \$92,023.60.*

CAPITAL IMPROVEMENT RESERVE FUND

*This fund balance on October 1st was \$245,362.04. Interest earnings for October totaled \$55.77 and disbursements totaled \$0.00, leaving an October 31st fund balance of \$245,417.81.*

*Motion carried unanimously by common consent.*

APPROVAL of BILLS:

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

General Fund	\$216,507.76
Adult/Projects Fund	\$0.00
Discretionary Fund	\$4,560.14
<b>Combined Total</b>	<b>\$221,067.90</b>

Motion carried unanimously by common consent.

PUBLIC COMMENT

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

EXECUTIVE SESSION

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

A motion was made by Mr. Cessna, seconded by Mr. Nileski to exit Executive Session. Motion carried unanimously by common consent. Time 7:20 pm.

The Regular Meeting then continued as follows:

PERSONNEL

Adult Instructor/Paraprofessional

A motion was made by Mr. Cessna, seconded by Mr. Nileski, to approve the hiring of Ms. Heather Nastase to the Adult Cosmetology Instructor/Paraprofessional position at Admiral Peary AVTS with an annual salary of \$20,000 and benefits effective December 1, 2016.

On a roll call vote, the members voted as follows: Mr. Wurm – yes, Dr. Sibert – yes; Mr. Malloy – yes, Mr. Cessna – yes; Ms. Sadosky – yes; Mrs. Jacoby – yes, Dr. Krug – yes, Mr. Nileski – yes; Mr. Roberts – yes; Mr. Thrower – yes. No abstentions or dissensions voiced. Motion carried unanimously.

BUSINESS

Adult Cosmetology Program

A motion was made by Mr. Cessna, seconded by Mr. Nileski, to begin offering a Part-Time Adult Cosmetology Program beginning December 1, 2016 with classes commencing in January 2017. The program enrollment will be visited annually to determine the success of the program.

Motion carried unanimously by common consent.

Right To Know Officer

*A motion was made by Mrs. Jacoby, seconded by Mr. Wurm, to appoint Mrs. Thomas as the Admiral Peary AVTS Right To Know Officer effective immediately.*

*On a roll call vote, the members voted as follows: Mr. Wurm – yes, Dr. Sibert – yes; Mr. Malloy – yes, Mr. Cessna – yes; Ms. Sadosky – yes; Mrs. Jacoby – yes, Dr. Krug – yes, Mr. Nileski – yes; Mr. Roberts – yes; Mr. Thrower – yes. No abstentions or dissensions voiced. Motion carried unanimously.*

#### DIRECTOR'S REPORT

*Mr. Jubas gave his report prior to the Regular Meeting. A copy of that report follows these minutes. [Attachment "A"].*

#### NEXT REGULAR MEETING

*The next Committee of the Whole/Regular Meeting will be held **THURSDAY, December 15, 2016 at 6:30 P.M.***

#### ADJOURNMENT

*A motion was made by Mr. Cessna, seconded by Mr. Roberts, to adjourn the regular meeting. Time: 7:23 PM. Motion carried unanimously by common consent.*