

ADMIRAL PEARY AREA VOCATIONAL-TECHNICAL SCHOOL

948 BEN FRANKLIN HIGHWAY
EBENSBURG, PENNSYLVANIA 15931-7628

OPERATING COMMITTEE

Regular Meeting

December 21, 2017

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

A Regular Meeting of the Admiral Peary Area Vocational-Technical School Operating was called to order by Mr. Craig Gibson, Chairperson at 6:34 P.M., Thursday September 21, 2017 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:

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

TOTAL..... 09

MEMBERS ABSENT:

- Mr. Arthur Wurm

TOTAL..... 01

ALTERNATES PRESENT:

TOTAL..... 00

Quorum Present.

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AMONG OTHERS PRESENT:

Mr. Kenneth Jubas, Executive Director
Mrs. Elizabeth Benjamin, 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. Thrower, seconded by Mr. Roberts, to approve the minutes of the October 19, 2017 Regular meeting, as presented.

Motion carried unanimously by common consent.

TREASURER'S REPORTS

A motion was made by Mr. Thrower, seconded by Mr. Roberts, to approve the treasurer's report for October and November 2017, as presented:

GENERAL FUND ACCOUNT

This checkbook balance on October 1st was \$283,339.69. Deposits for October and November totaled \$506,466.44 and disbursements totaled \$577,475.30 leaving a November 30th checkbook balance of \$212,330.83 and a fund balance of \$662,638.98.

ADULT / PROJECTS FUND

This checkbook balance on October 1st was \$125,095.66. Deposits for October and November totaled \$4,732.67 and disbursements totaled \$317.71 leaving a November 30th checkbook balance of \$129,510.62 and a fund balance of \$433,068.22.

DISCRETIONARY FUND

This checkbook balance on October 1st was \$46,420.06. Deposits for October and November totaled \$2,139.50 and disbursements totaled \$75.36 leaving a November 30th checkbook balance of \$48,484.20 and a fund balance of \$103,142.59.

CAPITAL IMPROVEMENT RESERVE FUND

This fund balance on September 1st was \$246,689.90. Interest earnings for October and November totaled \$356.50 and disbursements totaled \$0.00, leaving a November 30th fund balance of \$247,046.40.

Motion carried unanimously by common consent.

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APPROVAL of BILLS:

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

General Fund	\$437,466.87
Adult/Projects	\$2,452.27
Discretionary Fund	\$115.00
Capital Improvement Fund	\$500.00
Combined Total	\$440,534.14

Motion carried unanimously by common consent.

PUBLIC COMMENT

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

REORGANIZATION

TEMPORARY CHAIRPERSON

A motion was made by Mr. Roberts, seconded by Mrs. Jacoby to appoint Mrs. Elizabeth Benjamin, School Solicitor, as Temporary Chairperson for the election of officers for 2018.

Motion carried unanimously by common consent.

CHAIRPERSON

A motion was made by Mr. Roberts, seconded by Mr. Lockard, to nominate Mr. Arthur Wurm of the Blacklick Valley School District to the office of Chairperson for 2018.

Motion carried unanimously by common consent.

A motion was made by Mrs. Jacoby, seconded by Mr. Roberts to close nominations and elect **Mr. Arthur Wurm** to the office of Chairperson for 2018.

Motion carried unanimously by common consent.

FIRST VICE-CHAIRPERSON

A motion was made by Mr. Roberts, seconded by Mrs. Jacoby, to nominate Mr. Michael Sheehan of the Penn Cambria School District to the office of First Vice-Chairperson for 2018.

Motion carried unanimously by common consent.

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A motion was made by Mrs. Jacoby, seconded by Mr. Roberts to close nominations and elect **Mr. Michael Sheehan** to the office of **First Vice-Chairperson** for 2018.

Motion carried unanimously by common consent.

Mr. Sheehan then chaired the remaining election of officers.

SECOND VICE-CHAIRPERSON

A motion was made by Mrs. Jacoby, seconded by Mr. Roberts, to nominate Mr. Delvin Lockard of the Northern Cambria School District to the office of Second Vice-Chairperson for 2018.

Motion carried unanimously by common consent.

A motion was made by Mr. Thrower, seconded by Mrs. Jacoby to close nominations and elect **Mr. Delvin Lockard** to the office of **Second Vice-Chairperson** for 2018.

Motion carried unanimously by common consent.

TREASURER

A motion was made by Mrs. Jacoby, seconded by Mr. Thrower, to nominate Dr. Susan Sibert of the Cambria Heights School District to the office of Treasurer for the remaining 6-month term for fiscal year 2017-2018.

Motion carried unanimously by common consent.

A motion was made by Mrs. Jacoby, seconded by Mr. Roberts to close nominations and elect **Dr. Susan Sibert** to the office of **Treasurer** for the remaining 2017-2018 term.

Motion carried unanimously by common consent.

MEETING DATE AND TIME FOR 2017

A motion was made by Mrs. Jacoby, seconded by Mrs. Devlin, to maintain the **third Thursday of each month**, as the monthly meeting day, with 6:30pm as the time that the Joint Committee of the Whole Meeting would begin with the Regular Meeting to begin immediately afterwards, except for July when no meeting will be held.

Motion carried unanimously by common consent.

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EXECUTIVE SESSION

A motion was made by Mrs. Jacoby, seconded by Mr. Thrower, to enter into Executive Session to discuss personnel matters. Motion carried unanimously by common consent. Time 6:44 pm.

A motion was made by Mrs. Jacoby, seconded by Mr. Roberts, to exit Executive Session. Motion carried unanimously by common consent. Time 6:47 pm.

The Regular Meeting then continued as follows:

PERSONNEL

School Nurse/Paraprofessional

A motion was made by Mr. Thrower, seconded by Mrs. Devlin to accept the resignation of Ms. Amanda Regala as School Nurse/Paraprofessional of Admiral Peary AVTS effective January 02, 2018.

Motion Carried unanimously by common consent.

A motion was made by Mr. Thrower, seconded by Mr. Roberts, to approve the hiring of the second candidate, Mrs. Nicole Fulton to the School Nurse/Paraprofessional position at Admiral Peary AVTS with an annual salary of \$20,000 and benefits.

Motion carried unanimously by common consent.

BUSINESS

Vending Contract

A motion was made by Mr. Sheehan, seconded by Mrs. Devlin, to approve a vending contract with PepsiCo as described in the proposal presented estimating 3-year earnings of \$32,400 pending solicitor review.

Motion Carried unanimously by common consent.

PSBA Resolution

A motion was made by Mrs. Devlin, seconded by Mr. Thrower, to approve the Resolution regarding PSBA vs. Simon Campbell as presented.

Resolved by a vote of 9 in favor to 0 against.

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DIRECTOR'S REPORT

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

NEXT REGULAR MEETING

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

ADJOURNMENT

A motion was made by Mr. Roberts, seconded by Mr. Thrower, to adjourn the regular meeting. Time: 6:56 PM.

Motion carried unanimously by common consent.

Submitted by,

*Stacey Thomas
Recording Secretary*

Official Minutes Attested by