

ADMIRAL PEARY AREA VOCATIONAL-TECHNICAL SCHOOL

948 BEN FRANKLIN HIGHWAY
EBENSBURG, PENNSYLVANIA 15931-7628

OPERATING COMMITTEE

Regular Meeting

April 20, 2017

MEMBERS: Mr. Don Cessna, Chairperson; Mr. Arthur Wurm, 1st Vice-Chairperson; Mr. Henry Nileski, 2nd Vice-Chairperson; Mrs. Rosemarie Sadosky, 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. Don Cessna, Chairperson at 6:32 P.M., Thursday April 20, 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. Don Cessna
- Ms. Rosemarie Sadosky
- Mrs. Donell Jacoby
- Mr. Delvin Lockard
- Mr. Henry Nileski
- Mr. Justin Roberts
- Mr. Erik Thrower

TOTAL..... 08

MEMBERS ABSENT:

- Mr. Arthur Wurm
- Mr. Thomas Malloy

TOTAL..... 02

ALTERNATES PRESENT:

TOTAL..... 00

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. Roberts, seconded by Mr. Thrower, to approve the minutes of the March 16, 2017 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 March 2017, as presented:

GENERAL FUND ACCOUNT

This checkbook balance on March 1st was \$210,513.94. Deposits for March totaled \$217,561.96 and disbursements totaled \$201,197.38 leaving a March 31st checkbook balance of \$226,878.52 and a fund balance of \$675,568.43.

ADULT / PROJECTS FUND

This checkbook balance on March 1st was \$115,688.34. Deposits for March totaled \$533.39 and disbursements totaled \$93.84 leaving a March 31st checkbook balance of \$116,127.89 and a fund balance of \$418,509.82.

DISCRETIONARY FUND

This checkbook balance on March 1st was \$40,888.20. Deposits for March totaled \$1,400.38 and disbursements totaled \$22.11 leaving a March 31st checkbook balance of \$42,266.47 and a fund balance of \$96,66.94.

CAPITAL IMPROVEMENT RESERVE FUND

This fund balance on March 1st was \$245,715.15. Interest earnings for March totaled \$103.63 and disbursements totaled \$0.00, leaving a March 31st fund balance of \$245,818.78.

Motion carried unanimously by common consent.

APPROVAL of BILLS:

A motion was made by Ms. Sadosky, seconded by Mr. Nileski, to approve payment of the bills as presented:

General Fund	\$184,989.00
Adult/Projects Fund	\$587.03
Discretionary Fund	\$48.84
Combined Total	\$185,711.12

Motion carried unanimously by common consent.

PUBLIC COMMENT

Mr. Cessna 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 Mr. Thrower to enter into Executive Session to discuss personnel matters. Motion carried unanimously by common consent. Time 6:36 pm.

A motion was made by Mrs. Jacoby, seconded by Mr. Nileski to exit Executive Session. Motion carried unanimously by common consent. Time 7:05 pm.

The Regular Meeting then continued as follows:

BUSINESS

Retirement

A motion was made by Dr. Sibert, seconded by Mr. Nileski, to accept the resignation of Mr. Joyce Cobaugh, School Nurse and Health Assisting Paraprofessional, at the end of the 2016-2017 School Year.

Motion was carried unanimously by common consent.

School Nurse/Health Assisting Paraprofessional

A motion was made by Mrs. Jacoby, seconded by Dr. Sibert to advertise for a school nurse/health assisting paraprofessional for the 2017-2018 school year.

Motion carried unanimously by common consent.

Part-time Administrative Assistant

A motion was made by Mr. Nileski, seconded by Mr. Roberts to create a Part-time Administrative Assistant position at a rate of \$10.35/hour not to exceed 29 hours per week effective April 24, 2017.

Motion carried unanimously by common consent.

A motion was made by Mr. Roberts, seconded by Mr. Nileski to transfer Mandy Tedrow from the position of Receptionist to the position of Part-time Administrative Assistant.

Motion carried unanimously by common consent.

Receptionist

A motion was made by Mrs. Jacoby, seconded by Mr. Nileski to abolish the Receptionist position effective April 24, 2017.

Motion carried unanimously by common consent.

Policy Reading – Series 200

A motion was made by Dr. Sibert, seconded by Mr. Roberts, to approve the second reading of and adopt Policy Series 200.

Motion carried unanimously by common consent.

Policy Reading – Series 300

A motion was made by Mrs. Jacoby, seconded by Mr. Roberts, to approve the first reading of Policy Series 300.

Motion carried unanimously by common consent.

2017-2018 School Calendar

A motion was made by Mr. Thrower, seconded by Mr. Nileski, to approve the 2017-2018 Admiral Peary School Calendar as presented.

Motion carried unanimously by common consent.

Field Trip

A motion was made by Mr. Thrower, seconded by Mr. Roberts, to approve the out-of-state field trip for the masonry students to tour the International Masonry Institute Training Center in Bowie, MD.

Motion carried unanimously by common consent.

Feasibility Study

Following a brief presentation by Eckles Engineering and Architecture a motion was made by Mr. Thrower, seconded by Mrs. Jacoby to hire Eckles Engineering and Architecture to conduct a feasibility study not to exceed \$6,000.

Motion carried unanimously by common consent.

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, MAY 18, 2017 at 6:30 P.M.***

ADJOURNMENT

A motion was made by Dr. Sibert, seconded by Mr. Nileski, to adjourn the regular meeting. Time: 7:34 PM.

Motion carried unanimously by common consent.