

ADMIRAL PEARY AREA VOCATIONAL-TECHNICAL SCHOOL

948 BEN FRANKLIN HIGHWAY
EBENSBURG, PENNSYLVANIA 15931-7628

OPERATING COMMITTEE

Regular Meeting

September 21, 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 6:39 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:

- Mr. Arthur Wurm
- Dr. Susan Sibert
- Mr. Don Cessna
- Ms. Rosemarie Sadosky
- Mr. Henry Nileski
- Mr. Justin Roberts
- Mr. Erik Thrower

TOTAL..... 07

MEMBERS ABSENT:

- Mr. Thomas Malloy
- Mrs. Donell Jacoby
- Mr. Delvin Lockard

TOTAL..... 03

ALTERNATES PRESENT:

TOTAL..... 00

Quorum Present.

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AMONG OTHERS PRESENT:

*Mr. Kenneth Jubas, Executive Director
Mr. Jon Higgins, Solicitor, Beard Legal Group
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. Wurm, to approve the minutes of the August 17, 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 August 2017, as presented:

GENERAL FUND ACCOUNT

This checkbook balance on August 1st was \$52,695.16. Deposits for August totaled \$78,988.83 and disbursements totaled \$122,841.15 leaving an August 31st checkbook balance of \$8,842.84 and a fund balance of \$458,524.76

ADULT / PROJECTS FUND

This checkbook balance on August 1st was \$122,286.98. Deposits for August totaled \$1,563.62 and disbursements totaled \$152.31 leaving an August 31st checkbook balance of \$123,698.29 and a fund balance of \$426,790.01.

DISCRETIONARY FUND

This checkbook balance on August 1st was \$44,052.93. Deposits for August totaled \$1,702.583 and disbursements totaled \$35.6 leaving an August 31st checkbook balance of \$45,719.91 and a fund balance of \$100,268.39.

CAPITAL IMPROVEMENT RESERVE FUND

This fund balance on August 1st was \$246,361.90. Interest earnings for August totaled \$162.34 and disbursements totaled \$0.00, leaving an August 31st fund balance of \$246,524.24.

Motion carried unanimously by common consent.

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APPROVAL of BILLS:

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

<i>General Fund</i>	<i>\$141,970.65</i>
<i>Adult/Projects</i>	<i>\$988.44</i>
<i>Discretionary Fund</i>	<i>\$0.00</i>
<i>Capital Improvement Fund</i>	<i>\$1,000.00</i>
<i>Combined Total</i>	<i>\$143,959.09</i>

Motion carried unanimously by common consent.

PUBLIC COMMENT

Mr. Cessna opened the meeting for public comment at this time.

Michael Dolges spoke regarding his resignation. He thanked the JOC for 15 great years at Admiral Peary AVTS. He spoke very highly of the Engineering Tech program and its growth over the past years. He wished Admiral Peary the best going forward and offered to help make the transition as smooth as possible. The JOC offered their thanks for his service.

Public comment was closed after none offered.

PERSONNEL

Engineering Tech Instructor/Co-Op Coordinator

A motion was made with deep regret by Dr. Sibert, seconded by Mr. Wurm, to accept the resignation of Mr. Michael Dolges as Engineering Technology Instructor and Co-Op Coordinator of Admiral Peary AVTS effective on a mutually agreeable date to be determined at a later time.

Motion carried unanimously by common consent.

BUSINESS

FIRST COMMONWEALTH BANK CREDIT CARD

A motion was made by Mr. Roberts, seconded by Mr. Nileski, to remove Jeff Vasilko's credit card and replace it with Stacey Thomas who has resumed the position of Business Manager.

Motion carried unanimously by common consent.

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A motion was made by Mr. Nileski, seconded by Mr. Roberts, to update the authorized signers on the credit card account due to staff turnover as follows.

Remove Mark Kudlawiec and replace with Kenneth Jubas who has resumed the position of Executive Director.

Remove Jeff Vasilko and replace with Stacey Thomas who has resumed the position of Business Manager.

Motion carried unanimously by common consent.

A motion was made by Ms. Sadosky, seconded by Dr. Sibert, to increase the Admiral Peary AVTS Credit Card Limit from \$10,000 to \$15,000 with the credit limit split equally between Ken Jubas and Stacey Thomas's cards (\$7,500 for each card).

Motion carried unanimously by common consent.

Guidance Services Plan – Annual Review

A motion was made by Mr. Roberts, seconded by Mr. Wurm to approve the Guidance Services Plan for the 2017-2018 Year as presented.

Motion carried unanimously by common consent.

OAC Member Appointment

A motion was made by Mr. Roberts, seconded by Mr. Nileski to approve the OAC members for the 2017-2018 Year as presented.

Motion carried unanimously by common consent

Feasibility Study - Update

Mr. Jubas invited all members to stay for a feasibility study update presentation by Eckles Architecture and Engineering following the adjournment of the Regular Meeting.

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, OCTOBER 19, 2017 at 6:30 P.M.***

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ADJOURNMENT

*A motion was made by Mr. Nileski, seconded by Mr. Wurm, to adjourn the regular meeting.
Time: 7:26 PM.*

Motion carried unanimously by common consent.