

GACTC JOC Summary

June 29, 2020

REPORTS

Second Floor Roof Replacement Project – Final Phase: Permission granted for the following:

- a. Amended the agreement through the Tremco/Waterproofing Technologies contract of the Omnia Partners Cooperative using the in-network contractor of David M. Maines Associates, Inc. for the final phase of the second floor roof replacement project pending final approval from the solicitor. This project is to be funded through funds held in the Capital Projects Fund and the two transfers described in b. and c.
- b. Transferred from the General Fund to Capital Projects Fund.
- c. Transferred from the General Fund Retained Funds to the Capital Projects Fund to be repaid to the General Fund Retained Funds with non-district funds when available.

Security, Safety, and Office Enhancement

- a. Purchase of Furniture for Safety and Security Enhancement: Permission granted to enter into an agreement with The HON Company/McCartney's Inc. for office furniture through state contract pricing. This will be funded with prior year funds retained for office safety and security enhancement.
- b. Purchase of Office Furniture for Office Enhancement: Permission granted to enter into an agreement with The HON Company/McCartney's Inc. for office furniture through state contract pricing.

EDUCATION

Program Approvals: Reaffirmed PDE approval of all currently state-approved programs as listed on the PDE-320 for the 2020-21 school year.

Southern Alleghenies MOU: Approved the MOU between the Southern Alleghenies Workforce Development Board & the One Stop Partners, effective July 1, 2020 - June 30, 2023.

FID Application Approval: Permission granted to submit application for Flexible Instruction Days (FID) for the 2020-21 academic year.

PERSONNEL

Resignations: Accepted:

Karen Sybert, Post-Secondary Medical Assistant Instructor, effective August 24, 2020

Employment: Approved:

a. Contracted Services for Security: Permission granted to continue relationship with Altoona Area School District and reimburse for security services as follows:

1. Annual contribution toward Director of Safety & Security and Head Security Guard
2. Payment for services of dedicated school year Security Officer, Greg McNeal

b. Continuing Education: Anna Itle

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- c. AWS Testing: Tim Harris, Dave Madden
- d. Attendance Secretary: Reclassify this position from FT 9 Month Support to FT 12 Month Support
- e. Office Specialist/Receptionist: Reclassify this position from Management Support to FT 9 Month Support
- f. Postsecondary Medical Assistant Program Coordinator and Instructor: Reclassify this position from Postsecondary Instructor to 12 Month Program Coordinator and Instructor
- g. Part-Time Continuing Education: Heather McCloskey
- h. PA Safety Inspection Course: Brandon Hoover
- i. FYI: Summer Student Workers: Student workers for maintenance and technology: K. Baker, D. Rudy, A. Noel, S. Garland

Extra Time: Approved:

Ten (10) additional days for Attendance Secretary/Management Support Mindy Rokosky

Instructional Aides: Approved:

Increase part-time hourly Instructional Aides from 180 to 184 working days effective beginning 2020-21 school year.

Stipends: Approved:

Rebecca Kelly, PN Program Coordinator

Contracts: Approved:

Postsecondary contracts for LPN faculty members.

Credit Reimbursements: S. Cerully, T. Harris, N. Weakland

FINANCE

First Aid Assistant Services: Permission granted to enter into a month-to-month agreement with Ignite Education Solutions, a division of the Learning Lamp, for an LPN to serve as First Aid Assistant.

Continuing Education Refunds: Permission granted to process refunds for enrollees whose classes do not run, in accordance with current policy, for the 2020-21 school year.

Section 125 Cafeteria Plans: Permission granted to enter into an agreement with Health Equity/Wage Works for HSA, HRA, and Flexible Spending accounts and plan documents.

Blair County Schools Health Consortium Representation: Permission granted for Danielle Mehalick, Business Manager/Board Secretary, to have authority to vote on behalf of the GACTC in matters of the Consortium.

Business Associate Agreement: Permission granted to enter into an agreement with Reschini Agency, Inc., health insurance broker and consultant, regarding health information, administration, and compliance.

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2019-20 General Fund: Approved:

- a. Continued rollover of Continuing Education reserve in the approximate amount of \$85,500 for future curriculum and equipment upgrades. In the interest of member districts, there is no recommendation for additional retainage of current 2019-20 net profit.
- b. Continued rollover of the remaining retirement reserve in preparation of future PSERS pension liabilities.
- c. Continued rollover of the remaining reserve for E-rate match and implementation.
- d. Continued rollover of the remaining reserve for front office security enhancement.

Insurance: Permission granted to accept or approve the following insurance plans, effective July 1, 2020, through June 30, 2021, for eligible employees.

- a. Medical/Prescription: The JOC previously permitted the school to join the Blair County School Health Consortium for medical and prescription coverage.
- b. Dental/Vision: Continued the self-funding programs with CM Regent, LLC. The dental program is through United Concordia Companies, Inc., and the vision program is through National Vision Administrators, LLC.
- c. Life Insurance and Accidental Death & Dismemberment: Continued coverage as part of the AASD plan with Sun Life Financial through CM Regent, LLC.
- d. Short-Term Disability: Continued coverage with Sun Life Financial through CM Regent, LLC.
- e. Long-Term Disability: Continued coverage with Madison Insurance (at no expense to the GACTC).
- f. Workers Compensation: Continued coverage with UPMC, Arthur J. Gallagher & Co. as agent. (We receive a discount as the result of Safety Committee certification.)
- g. General Liability & Educators Legal Liability: Continued coverage through CM Regent, LLC, Arthur J. Gallagher & Co. as agent.
- h. Cyber Liability: Continued coverage with BCS Insurance Company, Arthur J. Gallagher & Co. as agent.
- i. Other: Continued as part of the AASD policy for General Liability, Umbrella Liability, and Fleet Insurance, Arthur J. Gallagher as agent.

General Fund Retainage: As discussed in the 2020-21 budget process, permission granted to rollover actual vocational subsidy in excess of budgeted for first year Health Occupations Instructor and Instructional Assistant salaries.

Bank Accounts:

- a. Permission granted to open a new non-interest bearing bank account with M&T Bank for proceeds from incoming federal grants.
- b. Permission granted to close the remaining bank account of the Dental Clinic Fund once cleared.

2019-2020 Budget Amendments and Transfers: Permission granted to amend the budget to perform budget transfers through the completion of the 2019-20 fiscal year and the audit of the 2019-20 budget.

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2020-2021 Budget: Motion to affirm and acknowledge final approval of the 2020-2021 Annual Budget as detailed below and as approved by the requisite majority of the sending Districts as detailed below:

District	YES	NO	ABSTAIN	ABSENT
Altoona Area	1	8	0	0
Bellwood-Antis	8	0	0	1
Claysburg-Kimmel	9	0	0	0
Glendale				
Hollidaysburg Area	7	0	0	2
Spring Cove	7	0	1	1
Tyrone Area	8	0	0	1
Williamsburg Community	8	0	0	1
TOTALS	48	8	1	6

POLICY

Policy Updates: Permission granted to approve the following policy updates pertaining to updates in state and federal purchasing:

- a. 626 - Federal Fiscal Compliance
- b. 626 - Attachment 4 - Procurement - Federal Programs
- c. 610 - Purchases Subject to Bid/Quotation
- d. 611 - Purchases Budgeted