

GACTC JOC Summary

June 28, 2021

EDUCATION

Program Approvals: Reaffirmed PDE approval of all currently state-approved programs as listed on the PDE-320 for the 2021-22 school year. (Note that we are still waiting on PDE approval for Service Occupations and Digital Communications which are pending instructor hire.)

Emergency Instructional Time Template: Approved Resolution and Emergency Instructional Time Template.

Health and Safety Plan: Approved Health and Safety plan.

PERSONNEL

Retirement: Accepted:

Coleen Lucas, Practical Nursing Instructor, effective August 19, 2021.

Resignation: Accepted:

Dreama Vancise, Practical Nursing Instructor (full-time), effective June 30, 2021. She will remain a part-time instructor.

Employment: Approved:

a. Student Radiology Exam Preparation: Andrea Lascoli

b. Postsecondary Adjunct Instructor(Part-Time): Matt Pulcinello

c. Postsecondary Full-Time EFDA Program Instructor: Jamie Hershey

d. 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

e. Change of Classification: Permission granted to change classification of John Betting from Custodian/Cleaner to Custodian.

f. Photography Services: Dillon Denny

g. Part-Time Continuing Education 2021-2022:

Evening Instructors: Katrina Gentsch, Brandon Hoover, John Williamson

h. Adult HVAC Program 2021-2022: Wayde Simington

i. Adult Welding Program 2021-2022: Approved:

1. Timothy Harris, Kyle Dambeck, and Edward Ayers
2. Timothy Harris to teach Blueprint reading

GACTC JOC Summary

June 28, 2021

3. Math for Welders (Instructor to be determined)
4. AutoCad for Welders (Instructor to be determined)
- j. AWS Testing 2021-2022: Dave Madden and Timothy Harris
- k. Saturday EFDA 2021-2022: Jamie Hershey, Bethany Love, Sabrina Light, Andrea Lascoli
- l. Phlebotomy Instructor 2021-2022: Jamie Zurenko
- m. Adjunct Instructor 2021-2022: Approved:
 1. Computer course for the Medical Assistant and Medical Office Specialist programs (Instructor to be determined)
 2. Accounting course for the Medical Office Specialist program (Instructor to be determined)
 3. Business Communications course for the Medical Assistant and Medical Office Specialist programs (Instructor to be determined)
- n. Nurse Aide Program: Rebecca Brisini, Krista Knapp, Margaret Steward
- o. FYI: Full-Time Practical Nursing Instructor: Breanna Shenk
- p. FYI: Summer Student Workers: K. Baker, J. Ragusa, L. Dick

Curriculum Development Workshop: Approved:

- a. Retroactive permission granted to grant seven instructors an additional twenty curriculum development hours each to attend a workshop on June 23, 2021 and perform implementation work after.
- b. Retroactive permission granted to contract with Dr. Clyde Hornberger for curriculum development consulting services on June 23, 2021.
- c. Permission granted to contract with Dr. Clyde Hornberger for curriculum development consulting services on August 3, 2021.

Contracts: Approved full-time postsecondary contracts for LPN faculty members

Work From Home: Retroactive permission granted to enter into an agreement with a staff member to allow a one-time, non-precedent setting, agreement for said staff member to work from home until medically cleared to return to in-person work.

Memorandum of Agreement/Retirement: Approved Memorandum of Agreement between the GACTC, the Greater Altoona Career and Technology Center Education Association, and a faculty member and authorized the Executive Director and/or his designee to take any/all actions necessary to effectuate same, and acknowledged the GACTC's acceptance of the retirement of said faculty member, per the terms of the Agreement, effective the end of the 2020-2021 school year.

Credit Reimbursements: T. Bence, A. Sparr

GACTC JOC Summary

June 28, 2021

FINANCE

Continuing Education Refunds: Permission granted to process refunds for enrollees whose classes do not run, in accordance with current policy, for the 2021-22 school year.

Universal Healthcare/PPACA: Permission granted to accept PPACA Compliance Plan for 2021-22.

Service Occupations Program: Permission granted to retain amount previously approved for the new Service Occupations program for purchases after the close of this school year.

Postsecondary Revenue Recovery: Permission granted to recognize lost revenue due to the pandemic and recover as permitted through federal pandemic-related grant funding and retain these funds for future refurbishment, equipment, and other related costs.

2021-22 Retainage Rollover: Approved:

- a. Continued rollover of Continuing Education reserve in the approximate amount of \$85,672 for future curriculum and equipment upgrades. In the interest of member districts, there is no recommendation for additional retainage of current 2021-22 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.
- e. Continued rollover of the remaining reserve for salaries of instructor and instructional assistant for the second Health Occupations section.
- f. Continue rollover for refurbishing and equipping of second section of Health Occupations program.

Replenishment of Retirement Reserve: Permission granted to repay amount previously borrowed for the Roof Replacement Project.

Postsecondary Student Information System: Permission granted to purchase a postsecondary student information system using CARES/HEERF Act funds for implementation and associated fees with Campus Cafe Software at a first-year cost and implementation/training costs.

Sale of Vehicles: Permission granted to advertise, accept bids, and award sale of 2004 Ford Ranger, 2000 Ford F-350, 1996 International Bus through traditional sealed bid or online auction (i.e. Municibud).

Office Furniture: Permission granted to finish furnishing the third-floor offices and conference room from McCartneys thru state contract pricing.

Electric Supply: Permission granted to enter into an approximately fifteen month electrical supplier agreement with Mid American Energy Services, LLC.

Garbage Services: Permission granted to enter into a two year agreement with Pro Disposal, Inc. for trash and recycling services.

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

GACTC JOC Summary

June 28, 2021

Prime Design Overage: Permission granted to pay Prime Design for an overage of approximately 182 hours for the year due largely to work for online student ceremonies (approximately 73.25 hours) and new website (approximately 108.75 hours) necessitated by the pandemic.

2020-2021 Budget Amendments and Transfers: Permission granted to amend the budget to perform budget transfers through the completion of the 2020-21 fiscal year and the audit of the 2020-21 budget.

2020-2021 Budget Amendments: Permission granted to amend the budget to recognize revenues and expenditures for the following approved grants:

1. Perkins Grant (correction) - \$298,019
2. Continuity of Education for Career & Technical Centers Grant II - \$343,715
3. Coronavirus Response and Relief Supplemental Appropriations Act, HEERF II (additional) - \$145,558.

2021-2022 Budget: Tyrone approved the 2021-2022 Budget with 8 Ayes, 0 Nays, 0 Abstentions, and 1 Absentee.