

MINUTES
LANCASTER COUNTY CAREER & TECHNOLOGY CENTER
WILLOW STREET CAMPUS
MONDAY, AUGUST 3, 2020 at 5:30 PM

Attendees: Christopher Straub, Craig Hummer, Debra Sturgis, Dina Maio, Grant Keener, James Byrnes, Joyce Stephens, Leonard Szpara, Millard Eppig, Richard Brenner, Tim Malloy, Tim Stayer

Absent: Chip Roten, John Smucker, Mara Cresswell- McGrann, Sandra Duncan

Also Present: Dr. Stuart Savin- Administrative Director, Dr. April Hershey- Superintendent of Record, Keith Yohn, Assistant Administrative Director, Kristin Smith- HR Director, Dr. Mike DePriore- Business Manager, Stephanie Nallo- Recording Secretary

Mr. Eppig called the meeting to order at 5:43PM.

WELCOME- Mr. Eppig shared that everyone joining via zoom should please be aware that this meeting is being recorded. All attendees were asked to please identify themselves prior to speaking, including board members making and seconding motions.

Mr. Eppig shared that an Executive Session had been held prior to the regular session for contract and personnel.

ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA – Ms. Stephens asked for the following agenda items to be added: Bright Horizon Childcare Center New Lease Terms and Practical Nursing MOU.

Ms. Stephens motioned and Mr. Malloy seconded to approve the agenda as amended. All members present voted in favor.

PUBLIC PARTICIPATION* There were no public comments.

APPROVAL OF THE PHASED SCHOOL REOPENING HEALTH & SAFETY PLAN

Dr Savin explained the document discusses what we will do while the state is in green and yellow phases, which currently is to have the students in attendance full time.

Dr. Hershey explained that the CTC plan will trump the districts' plans, so if the district goes virtual but the CTC is in person, those district students would still attend the CTC. This has been discussed and approved by the superintendents.

We are also staging ourselves for plan C and D if we need to go hybrid or full virtual. These plans are included in the flexible instruction day application. Dr. Savin provided a short summary of the plan for the members.

Mr. Hummer asked what comments we have received from the parents and Mr. Straub asked if there would be assistance for a student who has concerns with returning to in person classes. Dr. Savin reviewed the parent comments and explained the students who do not wish to attend in person classes will need to work with the district for returning to the district for virtual options. Mr. Malloy asked about drivers. We will be allowing juniors to drive to school to reduce the amount of students on the bus. We will be providing additional information to parents/guardians after the plan is approved. 72% of the parents/guardians who responded to the survey requested in person classes. Ms. Stephens asked if we have looked at classrooms for social distancing. This has been considered for each classroom, and we are already working to find solutions.

The administration requested authority to update the plan as conditions warrant, for ratification at a subsequent meeting.

Ms. Stephens motioned and Mr. Keener seconded to approve the Phased School Reopening Health & Safety Plan as presented. All members present voted in favor.

Approval of Amended Handbook and Policy 221 Covid-19 Amendment

Student Dress and Uniform to include Personal Protective Equipment (PPE)

Dr. Savin reviewed the amendments to include PPE. Mr. Hummer asked when masks would be required. Masks and face shields will be required in any space where people are unable to socially distance less than 6 feet. Mr. Byrnes asked about cleaning of shared items, such as welding masks. Dr. Savin explained that this was considered during the discussion to develop the plan, and that masks and face shields will be available. Students will be provided with a mask.

Mr. Byrnes motioned and Ms. Stephens seconded to approve the amended handbook and Policy 221 amendment as presented. All members present voted in favor.

Flexible Instruction Day Application, Appendix A, Appendix B

Mr. Yohn explained that this will provide us with up to 5 flexible days in the 2020-21 school year. There were no questions.

Mr. Straub motioned and Ms. Stephens seconded to approve the Flexible Instruction Day Application. All members present voted in favor.

Emergency Instructional Time

Approval: Due to current and changing circumstances related to the pandemic, the administration requested the authority to adjust the 2020-2021 school calendar with the addition of ACT 80 days for professional development if necessary.

Dr. Savin explained that in the case of needing to decrease the amount of students attending in person classes we are required to provide an alternate day instruction plan, as attached.

Ms. Stephens asked about internships. Dr. Savin explained that the schedule reflected the needs of our current transportation schedule. Different iterations were considered prior to bringing forward this plan. Mr. Keener asked about having Fridays be in person A/B every other week. Dr. Savin explained that this plan still allows students to be engaged, but that the day would be to clean the facilities. Not certain we could pull in the staff on the weekend, or afford the overtime required. Also gives teachers additional planning time for virtual lessons, which would be necessary for the faculty to be able to do this type of planning. This plan will allow the faculty to help their students be the most successful. Mr. Eppig explained that this is a contingency plan. Ms. Stephens shared that many districts have gone to two days of instruction, even in yellow. Mr. Eppig agreed that each district is doing something different. Dr. Savin shared that we also reached out to our sister CTCs when trying to balance maintaining student engagement with faculty planning. Mr. Hummer explained that many of these teachers are having to create virtual lessons from scratch for this type of CTE learning and will require the planned additional planning time. We have received cameras to allow our teachers to do our lessons from their classrooms if we would be required to go fully virtual. Mr. Malloy asked about the introduction courses as listed on the plan, he found a typo that was corrected.

Ms. Stephens motioned and Mr. Byrnes seconded to approve the Emergency Instructional Time plan. Mr. Keener voted nay. All other members present voted in favor. The motion passed.

Ms. Stephens motioned and Mr. Byrnes seconded to provide the administration with the authority to adjust the 2020-2021 school calendar with the addition of ACT 80 days for professional development if necessary. All members present voted in favor.

Approval of Column Movement

- Kyle Young, Column B to Column E in the Vocational-Certified Salary Schedule for the 2020- 2021 school year.
- Tracie Gotshall, Column H to Column I in the Vocational-Certified Salary Schedule for the 2020- 2021 school year.

Mr. Keener questioned the reason for the column movements. Ms. Smith explained that these were salary adjustments based on additional education. Mr. Eppig explained that these were usual annual requests as are also common at the sending districts.

Ms. Stephens motioned and Mr. Byrnes seconded to approve the column movements as listed. All members present voted in favor.

Bright Horizon Childcare Center New Lease Terms

Mr. Byrnes motioned and Ms. Stephens seconded to approve the Bright Horizon Childcare Center New Lease Terms. All members present voted in favor

Practical Nursing MOU

This MOU will allow the administration to hire LPN instructors for 235 days this year to allow the program to be better staffed for their needs.

Ms. Stephens motioned and Mr. Hummer seconded to approve the Practical Nursing MOU. All members present voted in favor.

OLD BUSINESS There was no old business.

NEW BUSINESS There was no new business.

OPEN JOC DISCUSSION – Mr. Eppig opened the floor for JOC member comments.

Ms. Stephens thanked everyone and stated she is appreciative of everyone's work on the plan and additional options.

Dr. Savin thanked the team and the dedication of the JOC members to attend this special meeting.

There were no further discussion items.

ADJOURN – Mr. Eppig called for adjournment at 6:29 PM.

Mr. Byrnes motioned and Mr. Malloy seconded to approve adjournment. All members present voted in favor.

Richard Brenner, Secretary

8/3/2020