

GREATER JOHNSTOWN CAREER AND TECHNOLOGY CENTER

445 Schoolhouse Road, Johnstown, PA 15904

REGULAR JOINT OPERATING COMMITTEE MEETING MINUTES – August 6, 2025

OFFICERS

Chairperson – Mr. Galen George – Forest Hills School District
Vice-Chairperson – Mr. David Hudak – Richland School District
Secretary – Dr. Rocco Mantini – Conemaugh Township Area School District
Treasurer – Dr. Richard Knavel – Forest Hills School District

MEMBERS

Conemaugh Township Area School District
Ferndale Area School District
Forest Hills School District

Greater Johnstown School District
Richland School District

Westmont Hilltop School District
Windber Area School District

Mr. Jeffrey Alesantrino and Dr. Rocco Mantini
Mr. Stephen Thompson
Mr. Galen George, Dr. Richard Knavel, and
Dr. Timothy Ondrejik
Mr. Eugene Pentz
Mr. Julian Beglin, Mr. Dave Hudak, and
Mrs. Tricia Shaffer
Dr. William Carney and Dr. Kamal Gella
Mr. Mark Portante, Mr. Ron Walker,
and Mrs. Antoinette Rummel

1) **CALL TO ORDER**

Mr. Galen George, Chairperson, called the meeting to order at 7:06 p.m. The following were the items of business and discussion.

2) **ROLL CALL OF MEMBERS**

Dr. Rocco Mantini, JOC Board Secretary, took roll call as follows:

Members Present	Members Absent	Alternates	
Dr. Rocco Mantini	Mr. Jeffrey Alesantrino	Mr. Rick Pavic (CTASD)	
Mr. Galen George	Mr. Stephen Thompson	Dr. Brandi Penatzer (FHSD)	
Dr. Richard Knavel	Dr. Timothy Ondrejik		
Mr. Gene Pentz	Mr. Julian Beglin		
Dr. Kamal Gella	Mr. Dave Hudak		
Mr. Mark Portante	Mrs. Tricia Shaffer		
	Dr. William Carney		
	Mr. Ron Walker		
	Mrs. Antoinette Rummel		
Total Members: 6	Absent: 9	Alternates: 2	Quorum Present: 8 / Yes

Others Present:

Mr. John S. Augustine II, Administrative Director
Mr. Zackery Buchholz, Secondary Co-Op Coordinator, Member of Teachers Association
Mrs. Amanda Harrington, Assistant Administrator of Program Operations
Mr. Thomas Mitchell, Chief School Administrator
Mrs. Joan Pritts, Confidential Recording Secretary
Mr. Randy Roxby, Supervisor of Building and Grounds
Mrs. Tricia Rummel, Assistant Director
Mrs. Jennifer Steele, Support Staff Union Representative
Mr. Matthew Zern, Financial Officer

3) INVOCATION AND PLEDGE OF ALLEGIANCE

The meeting opened with the invocation and Pledge of Allegiance.

4) COMMENTS, VISITOR INTRODUCTIONS – None

5) APPROVAL OF MINUTES – June 24, 2025 REGULAR MEETING MINUTES

On a motion by Mr. Pentz, seconded by Mr. Mark Portante, it was moved that the minutes resulting from the June 24, 2025 Regular Meeting be approved as presented. A voice vote was taken and the motion passed unanimously.

6) TREASURER’S REPORT AND PAYMENT OF BILLS

Mr. Matthew Zern, Financial Officer, presented the Treasurer’s Report and billing list. He noted that Dr. Knavel, Treasurer, reviewed and approved of the bills listed. On a motion by Mr. Pentz, seconded by Dr. Kamal Gella, the Treasurer’s Report and Payment of Bills be approved as presented. (Copy on file in the Administrative Office) A voice vote was taken and the motion passed unanimously.

7) CORRESPONDENCE

- A. Donation: The Administration acknowledged and thanked Electromet for the donation of Two (2) 5 x 8 welding tables.
- B. Scholarship: A thank you letter was received from Coleman Harris, a recent graduate of GJCTC’s Electrical Technology Program. Mr. Harris was a recipient of the GJCTC Career Foundation Scholarship.

8) ITEMS FOR INFORMATION ONLY

- A. Conference Report:
 - 1. Mr. Augustine, Administrative Director - PACTA Summer Leadership Conference, July 29 & 30, 2025.

9) EXECUTIVE SESSION FOR PERSONNEL/LEGAL MATTERS – Not needed

10) APPROVAL OF COMMITTEE OF THE WHOLE AGENDA(C.O.W.)

On a motion by Dr. Kamal Gella, seconded by Mr. Gene Pentz, it was moved that the Committee of the Whole Agenda, Items 3A through 6B, be approved as read. A voice vote was taken and the motion passed unanimously.

A. C.O.W. 3 - ITEMS RELATING TO EDUCATION AND PERSONNEL

- A. Bullying Policy(Handout 1)
 - 1. Reviewed and accepted GJCTC’s current Bullying/Cyberbullying Policy 249, with no changes.
- B. Annual Public Notice of Discrimination 2025(Handout 2)
 - 1. Approved the attached Annual Public Notice of Discrimination 2025, as presented.

C. Agreements Affiliation (Handout 3)

1. Approved the Agreements of Affiliation for Windber Woods and Richland Healthcare and Rehabilitation.

D. Guru/CTSO Request

1. Approved the administration request to fill the Guru and CTSO positions, at the current rate of \$1,500.00 (Guru) and the contracted rate of \$1,050.00 (CTSO) per advisor for the 2025-2026 School Year. Names to be presented at the September JOC Board Meeting.

a. GURU Positions

- I. Adult Graduation
- II. Canvas
- III. OAC
- IV. Mentor
- V. 9th Grade Tours
- VI. High School Graduation
- VII. CTSO

b. CTSO Positions

- I. NTHS
- II. SkillsUSA
- III. Entrepreneurship * New for 2025-2026
- IV. Spartan Service Club *New for 2025-2026
- V. Pro Start
- VI. MotorSport

E. One-Time Salary Adjustments (Handout 4)

1. Approved a one-time pay increase in accordance with the attached spreadsheet as received by the GJCTC Education Association.

F. Non- Contracted Salary Adjustment (Handout 5)

1. Approved the annual salary increase for the following employees that are not covered by an agreement or contract, as listed in the attached spreadsheet.

G. PA Cyber - Third Party Tuition Agreement (Handout 6)

1. Approved the Third-Party Tuition Agreement from the PA Cyber School. The Solicitor has reviewed this agreement.

H. 2025-2026 School Calendar Update

1. FYI - There is an update to the School Calendar - please update the Awards Ceremony date to May 21, 2026.

I. Secondary Cosmetology Instructor

1. Approved the hiring of Mary Potter, of 531 Bedford St., Claysburg, PA 16652, as Secondary Cosmetology Instructor for the 2025-2026 school year, at the rate of \$52,000/year plus benefits, upon receipt of all clearances.

J. Secondary Classroom Aides

1. Approved the hiring Secondary Classroom Aides, as needed, with retroactive recommendations at the September meeting.

K. Changes to Student and Teacher Handbook (Handout 7)

1. Approved the attached changes to the Secondary Student and Teacher Handbook, Adult Education Student Handbook and the LPN Student Handbook for the 2025-2026 school year.

L. Conference Requests

1. Approved the following conference requests for Mr. Zack Buchholz, High School Co-Op Coordinator, to attend the following conferences:
 - a. Instructional Coach - Penn Stater - State College at an approximate cost of \$260.00
 - b. Co-Operative Education - Penn Stater - State College at an approximate cost of \$280.00

M. Secondary Culinary Arts Instructor

1. Approved the administration recommend to advertise for a second Culinary Arts Instructor.

N. Other Items Relating to Education and Personnel – None

B. C.O.W. 4 - ITEMS RELATING TO BUDGET AND FINANCE

A. GSA Reimbursement (Handout 8)

1. Approved the GJCTC travel reimbursements to be limited to the U.S. General Services Administration per diem rates based on travel destination. Attached is an example of the GSA rate of reimbursement for the state of Pennsylvania. Please refer to the following link for further information: gsa.gov/travel

B. Tuition Students

1. Approved the following list of students from non-participating school districts to attend GJCTC as tuition students for the 2025–2026 school year, at the established tuition rate of \$13,143.23 per student, per year.

a.	Berlin Brothers Valley	1 - 12th grade	Poly Technology
b.	Central Cambria	1 - 12th grade	Machine Tool Technology
c.	Conemaugh Valley	1 - 10th grade	Construction
d.	Ligonier Valley	1 - 11th grade	Welding
e.	North Star	1 - 12th grade	Lab Technology
		3 - 10th grade	Diesel Technology
		4 - 12th grade	Diesel Technology
		1 - 11th grade	Poly Tech
		1 - 12th grade	Poly Tech
f.	CCA	1 - 11th grade	Cosmetology
		1 - 12th grade	Welding
		2 - 10th grade	Construction
g.	Shade-Central City	1 - 10th grade	Lab Technology
		1 - 12th grade	Lab Technology
		2 - 10th grade	Construction
		1 - 10th grade	Graphic Design
h.	Northern Cambria	1 - 10th grade	Construction

C. Elton Road Property - Settlement Agreement (Handout 9)

1. Approved the Settlement Agreement, Agreement of Sale and all related documents, as attached from the PA Department of Transportation.

D. The E-Rate (Handout 10)

1. Approved the E-Rate, as attached, for the 2025-2026 School Year.

E. Zoom Phone Contract (Handout 11)

1. Retroactively approved a one-year phone contract with Zoom, for \$10,752.00, effective August 4, 2025.

F. Other Items Relating to Budget and Finance – None

C. C.O.W. 5 - ITEMS RELATING TO BUILDING AND GROUNDS

A. Generator Service Plan

1. Approved the Building and Ground's Committee administration's request for a \$947.00 annual preventive maintenance contract with PALCO.

B. June 18, 2025 Building and Grounds Committee Meeting Minutes (Handout 12)

1. Approved the minutes from the June 18, 2025 Building and Ground Committee Meeting.

C. Other Items Relating to Building and Grounds – None

D. C.O.W. 6 - ITEMS RELATED TO STUDENT ACTIVITIES – None

E. C.O.W. 7 - OTHER BUSINESS – None

11) REPORT OF THE SUPERVISOR OF BUILDING AND GROUNDS

Mr. Randy Roxby, Supervisor of Building and Grounds, the August Building and Grounds updated the Board that all equipment from the Bedford Campus (Welding) is currently housed on-site. Also updated on staffing and a possible automated scrubber.

12) REPORT OF THE ASSISTANT ADMINISTRATOR OF PROGRAM OPERATIONS

Mrs. Amanda Harrington, Assistant Administrator of Program Operations, presented the attached GJCTC Student and Teacher Handbooks during the Committee of the Whole portion of the meeting.

13) REPORT OF THE ASSISTANT DIRECTOR

Mrs. Tricia Rummel, Assistant Director, updated on the Board on changes to the Adult Education/LPN Student Handbook during the Committee of the Whole portion of the meeting. Mrs. Rummel shared with the board the dates for the upcoming graduations, Electrical and HVAC on August 7th and LPN on August 14. The new Electrical and HVAC classes will start on August 18th and the LPN class will begin on August 25th.

14) REPORT OF ADMINISTRATIVE DIRECTOR

Mr. John S. Augustine II, Administrative Director, updated the board on the current student enrollment numbers and thanked the JOC for their continued support.

15) REPORT OF THE CHIEF SCHOOL ADMINISTRATOR

Mr. Thomas Mitchell, Chief School Administrator, remarked that at the upcoming PAC meeting topics of discussion will include snow days, the smart grant, and there will be a Health Consortium Meeting.

16) REPORT OF THE SOLICITOR

Attorney Ronald Repak, Solicitor, was not in attendance.

17) REPORT OF THE J.O.C. CHAIRPERSON

Mr. Galen George, J.O.C. Chairperson, had nothing to report.

18) FUTURE MEETING DATES

The September Regular Meeting of the Joint Operating Committee is scheduled for Tuesday, September 23, 2025 at 6:30 pm in the Career Seminar Room of the GJCTC.

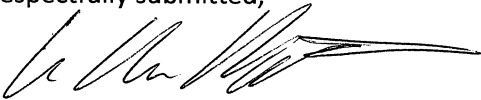
19) OTHER BUSINESS

Mr. Mark Portante informed the JOC Board that Windber Superintendent, Mike Vukovich earned his doctorate.

20) ADJOURNMENT

On a motion by Mr. Mark Portante, seconded by Mr. Gene Pentz, it was moved that the meeting be adjourned, time 7:29 p.m. A voice vote was taken with all present voting AYE. Motion carried.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Dr. Rocco Mantini', with a long horizontal flourish extending to the right.

Dr. Rocco Mantini
Secretary Joint Operating Committee

jp