

**FAYETTE COUNTY CAREER & TECHNICAL INSTITUTE  
OPERATING COMMITTEE  
February 24, 2025  
6:00 P.M.**

**AGENDA**

1. Roll Call
2. Approval of the Agenda as presented.
3. **PUBLIC COMMENT**
4. **EXECUTIVE SESSION FOR LEGAL AND/OR PERSONNEL MATTERS**
5. Approval of the minutes January 27, 2025.
6. Approval of the Treasurer's Report as presented.
7. Approval of the bills for payment as presented:
8. Approval of the Student Activity Report as presented:
9. **SOLICITOR'S REPORT**
10. **ADMINISTRATIVE REPORTS**
  - a) Chief School Administrator
  - b) Executive Director
11. **NEW BUSINESS**  
**INFORMATION ITEMS**  
(Discussion of any items as they appear in the mailing.)

**ACTION ITEMS**

- a) Consider a motion to approve the revised 2025 meeting schedule.  
(To be distributed)
- b) Consider a motion to approve one advisor, one chaperone and six students attending the SkillsUSA State Competition in Hershey, PA, on April 2, - 4, 2025. Approximate cost is \$5,448.00 (Lodging \$3,668.00, Registration \$880.00, Transportation \$900.00). This trip is funded by the Student Activity Account.
- c) Consider a motion to approve two advisors and ten students attending the HOSA State Leadership Conference in Lancaster, PA, on March 26-28, 2025. Approximate cost is \$7,680.00 (Lodging \$4,530, Registration \$1,200, Transportation \$1,950). This trip is funded by the Student Activity Account.
- d) Consider a motion to approve the Audit Report for the year ended June 30, 2024, as presented by Cypher & Cypher, CPA.
- e) Consider a motion to approve offering an Early Childhood Development Program starting in the 2025-2026 school year.
- f) Consider a motion to approve offering an Emergency Medical Technician Program starting in the 2025-2026 school year.
- g) Consider a motion to approve eliminating the Student Support Secretary position.
- h) Consider a motion to approve hiring Christy Miller as a Full-time Instructional Support Secretary and set compensation at \$41,000. This motion is within budgetary guidelines.
- i) Consider a motion to approve accepting the resignation of Susan Lewis, LPN Director, effective March 15, 2025.
- j) Consider a motion to approve Elizabeth Burnisky as Acting Director of Licensed Practical Nursing with no change in compensation.

Fayette County Career & Technical Institute  
Operating Committee Agenda  
February 24, 2025

- k) Consider a motion to approve adding the following individuals to the substitute list:

Gregory Grim - Custodial

12. **ADDITIONAL PUBLIC COMMENT**

13. Adjournment