

Carbon Career & Technical Institute  
Joint Operating Committee Agenda

**Regular Meeting**  
**January 19, 2017**

I. Call to Order - Chairman

II. Salute to the Flag

III. Roll Call

	Present	Absent
Mrs. Darlene Yeakel, Chairman	<input type="checkbox"/>	<input type="checkbox"/>
Mr. Gerald Strubinger, Vice-Chairman	<input type="checkbox"/>	<input type="checkbox"/>
Mr. Andrew Yenser, Member	<input type="checkbox"/>	<input type="checkbox"/>
Mr. Wayne Gryzik, Member	<input type="checkbox"/>	<input type="checkbox"/>
Mr. Chad M. Obert, Member	<input type="checkbox"/>	<input type="checkbox"/>
Mr. David Reinbold, Administrative Director	<input type="checkbox"/>	<input type="checkbox"/>
Mr. Brent Borzak, Principal	<input type="checkbox"/>	<input type="checkbox"/>
Mr. Jeffrey Deutsch, Bus. Administrator/Treasurer	<input type="checkbox"/>	<input type="checkbox"/>
Mr. Ken Walters, Supervisor of Bldg. & Grounds	<input type="checkbox"/>	<input type="checkbox"/>
Ms. Elizabeth Porter, Facilitator of Special Education	<input type="checkbox"/>	<input type="checkbox"/>
Mrs. Margaret Kalogerakis, Coordinator of School Improvement	<input type="checkbox"/>	<input type="checkbox"/>
Mr. Joshua Smale, Alternate Member	<input type="checkbox"/>	<input type="checkbox"/>
Mr. John Ciavarella, Alternate Member	<input type="checkbox"/>	<input type="checkbox"/>
Mr. Stephen L. Holland, Alternate Member	<input type="checkbox"/>	<input type="checkbox"/>
Mrs. Irene Genter, Alternate Member	<input type="checkbox"/>	<input type="checkbox"/>
Mr. Brian O'Donnell, Alternate Member	<input type="checkbox"/>	<input type="checkbox"/>
Mr. Scot Engler, Superintendent of Record	<input type="checkbox"/>	<input type="checkbox"/>
Attorney Robert T. Yurchak, Solicitor	<input type="checkbox"/>	<input type="checkbox"/>
Mrs. Christina A. Graver, Secretary	<input type="checkbox"/>	<input type="checkbox"/>

IV. The Committee met in Executive Session prior to the meeting to discuss personnel, litigation, and negotiation items.

V. **Approval of Minutes**

A. MOTION by \_\_\_\_\_, SECONDED by \_\_\_\_\_ to approve the Minutes of the December 20, 2016 Re-scheduled Reorganization and Regular Meeting. (Encl. 1)

VOTE: YES - \_\_\_\_ NO - \_\_\_\_ ABSENT - \_\_\_\_ ABSTENTIONS - \_\_\_\_

VI. **Courtesy of the Floor to Visitors**

VII. **Approval of Treasurer's Report (December 2016)**

A. MOTION by \_\_\_\_\_, SECONDED by \_\_\_\_\_ to approve the Treasurer's Report for December 2016 showing a final balance of \$6,988,891.21 in the General Fund, and \$57,807.30 in the Student Activities Account. (End. 2)

ROLL CALL VOTE:	Yes	No	Absent	Abstain
Mr. Strubinger - Jim Thorpe	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mr. Yenser - Lehighnton	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mr. Gryzik - Panther Valley	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mr. Obert - Weatherly	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mrs. Yeakel - Palmerton	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

VIII. **Approval of Payment of Bills**

A. MOTION by \_\_\_\_\_, SECONDED by \_\_\_\_\_ to approve Payment of Bills - General Fund and Other Accounts. (Encl. 3)

Note: Committee Members with questions or requesting a copy of any payment, please contact the CCTI Business Office prior to the scheduled meeting.

ROLL CALL VOTE:	Yes	No	Absent	Abstain
Mr. Strubinger - Jim Thorpe	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mr. Yenser - Lehighnton	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mr. Gryzik - Panther Valley	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mr. Obert - Weatherly	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mrs. Yeakel - Palmerton	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**IX. Administrative Reports**

- A. Director's Report – Mr. Dave Reinbold, Administrative Director
  - a. Student Representative(s)
- B. Principal's Report – Mr. Brent Borzak
  - a. DECA
- C. Adult Education Report – Mrs. Heather Mullen, Adult Education Site Supervisor
- D. Buildings and Grounds Report – Mr. Ken Walters, Supervisor of Buildings and Grounds
- E. Business Administrator's Report – Mr. Jeffrey P. Deutsch, Business Administrator
- F. Superintendent of Record Report – Mr. Brian Gasper, Jim Thorpe Area School District Superintendent

**X. Items of Business**

*Personnel*

- A. MOTION by \_\_\_\_\_, SECONDED by \_\_\_\_\_ that the below listed individuals be approved to substitute for the 2016-2017 school year at the established rates, as follows:

- Jeffrey Donadi – Tutor
- Donald McGorry – Custodial/Maintenance/Groundskeeper/Cleaner
- Ashleigh Papay – Custodial/Maintenance/Groundskeeper/Cleaner

VOTE: YES - \_\_\_\_\_ NO - \_\_\_\_\_ ABSENT - \_\_\_\_\_ ABSTENTIONS - \_\_\_\_\_

*Education*

- A. MOTION by \_\_\_\_\_, SECONDED by \_\_\_\_\_ that two (2) senior CCTI Auto Service Technology students attend the 15<sup>th</sup> Annual GLVADA (Greater Lehigh Valley Auto Dealers Association) Auto-Tech Competition Saturday, February 25, 2017 at Northampton Community College.

ROLL CALL VOTE:	Yes	No	Absent	Abstain
Mr. Strubinger - Jim Thorpe	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mr. Yenser - Lehighton	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mr. Gryzik - Panther Valley	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mr. Obert - Weatherly	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mrs. Yeakel - Palmerton	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**Budget & Finance**

- A. MOTION by , SECONDED by to approve the 2017-2018 Proposed Secondary Budget for Carbon Career & Technical Institute, calling for Receipts and Expenditures in the amount of \$8,210,852 to be forwarded as presented to the Boards of School Directors in each of the participating school districts for final adoption by Resolution.

Note: The 2017-2018 Proposed CCTI Budget represents an increase in district member share of 0.00% compared to the 2016-2017 year increase of 0.00%, the 2015-2016 year increase of 0.00%, the 2014-2015 year increase of 0.00%, and the 2013-2014 year increase of 0.50%.

ROLL CALL VOTE:

	Yes	No	Absent	Abstain
Mr. Strubinger - Jim Thorpe	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mr. Yenser - Lehighton	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mr. Gryzik - Panther Valley	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mr. Obert - Weatherly	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mrs. Yeakel - Palmerton	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**Buildings & Grounds**

NONE

**Administrative**

- A. MOTION by , SECONDED by that Jeremy Pease, Drafting and Design Technology Instructor attend Synergis University: An Entire Day Dedicated to Helping You Stay Ahead (Autodesk Learning Event) May 17, 2017 at The Sands Hotel, Bethlehem, PA at a cost of \$102.82 to cover the expense of registration, mileage, and a meal.

ROLL CALL VOTE:

	Yes	No	Absent	Abstain
Mr. Strubinger - Jim Thorpe	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mr. Yenser - Lehighton	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mr. Gryzik - Panther Valley	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mr. Obert - Weatherly	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mrs. Yeakel - Palmerton	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**XI. Reports**

- A. MOTION by SECONDED by to accept the Carbon Career & Technical Institute Foundation Report, as presented. (Encl. 4)

Note: The balance in this account stands at \$2,612.26.

VOTE: YES - \_\_\_\_\_ NO - \_\_\_\_\_ ABSENT - \_\_\_\_\_ ABSTENTIONS - \_\_\_\_\_

**XII. Administrative Reports**

A. MOTION by \_\_\_\_\_, SECONDED by \_\_\_\_\_ to accept Administrative Reports from the following:

a. Mr. Brent Borzak, Principal (End. 5)

VOTE: YES - \_\_\_\_ NO - \_\_\_\_ ABSENT - \_\_\_\_ ABSTENTIONS - \_\_\_\_

**XIII. Old Business**

NONE

**XIV. New and Miscellaneous Business**

A. MOTION by \_\_\_\_\_, SECONDED by \_\_\_\_\_ on the recommendation of the Administrative Director, in honor of School Director Recognition Month, to accept the Resolution provided by the Executive Board of the Pennsylvania School Boards Association, as presented. (Encl. 6)

VOTE: YES - \_\_\_\_ NO - \_\_\_\_ ABSENT - \_\_\_\_ ABSTENTIONS - \_\_\_\_

XV. **Next Regularly Scheduled Meeting:** *Wednesday – February 22, 2017*

**XVI. Adjournment**