

Carbon Career & Technical Institute
 Joint Operating Committee Minutes
Regular Meeting
June 15, 2017

The Carbon Career & Technical Institute Joint Operating Committee met **Thursday - June 15, 2017** for its Regular meeting. The meeting, held in the dining room of the School, 150 West 13th Street, Jim Thorpe, Pennsylvania, was called to order by Mrs. Darlene Yeakel, at 6:36 PM with the Secretary being present.

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

Others present: CCTI Staff: Eugene Colosimo, Guidance Counselor, Heather Mullen, Adult Education Site Supervisor; Media Representation: Brian Myszkowski, Times News

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

Approval of Minutes

A. MOTION by Mr. Gryzik, SECONDED by Mr. Strubinger to approve the Minutes of the May 18, 2017 Regular Meeting.

VOTE: YES - 5 NO - 0 ABSENT - 0 ABSTENTIONS - 0

Motion carried.

Courtesy of the Floor to Visitors

NONE

Approval of Treasurer’s Report (May 2017)

- A. MOTION by Mr. Strubinger, SECONDED by Mr. Gryzik to approve the Treasurer’s Report for May 2017 showing a final balance of \$6,297,962.53 in the General Fund, and \$54,720.00 in the Student Activities Account.

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

Motion carried.

Approval of Payment of Bills

- A. MOTION by Mr. Gryzik, SECONDED by Mr. Yenser to approve Payment of Bills - General Fund and Other Accounts.

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

Motion carried.

Administrative Reports

- A. Director’s Report – Mr. Dave Reinbold, Administrative Director
 - a. Student Representative Report – Mr. Reinbold read the following submitted report:
 - Student Council**
 - Members of the student council hosted their annual penny wars fundraiser, which raised \$250.
 - In conjunction with the SkillsUSA hosted car show, Student Council collected donations for pet supplies.
 - Student Council’s collection of pull tabs resulted in a grand total of 97.8 pounds, which has been given to the Shriners Hospital recycling program. The technical area with the most tabs was Graphic Design with 24 pounds. A monetary donation was also shared with the Shriners Hospital.

Interact Rotary Club

- Members held various fundraisers in the past few months. Some of the fundraisers included an egg hunt for CCTI students, crazy hat day and selling hot apple cider and hot chocolate throughout the year. A portion of their fundraising was donated to the Dimmick Memorial Library, in Jim Thorpe. On June 2nd a \$300 check was presented Rachel Hoff, a representative for the library.
- The club held elections for this upcoming school year.

Aavidum Club

- The 2017 Phillip E. Cardin Memorial Scholarship was awarded to Aavidum Club member Raelyn Strohl. The scholarship is awarded to a student selected through an application and essay submission to the Aavidum Team and the Cardin Family. The criteria of the award is a student who is a member of the school's Aavidum Club and shows caring and a commitment to having your friends' and family members' backs - the main characteristics of the Aavidum message. Raelyn was awarded a certificate and a \$200 check.
- At the last Aavidum meeting for the 2016-2017 school year, our senior CCTI members of the Aavidum Club were presented with Certificates of Appreciation and Aavidum pins to be worn on their gowns at graduation.

B. Principal's Report – Mr. Brent Borzak

- a. The 2016-2017 school year has ended successfully.
- b. Senior awards ceremony showcased our award winning seniors and great donations from local business and industry.
- c. Students successfully completed end of the year certification exams in their career and technical areas.
- d. There were over sixty students with perfect attendance for the fourth marking period.
- e. The graduation ceremony took place on June 8th, with 88 students receiving diplomas on stage. The senior class, including ½ time students, had a total of 106. There were four seniors with perfect attendance for the entire school year.
- f. There were two end of the year in-service days for staff.
- g. Information regarding CCTI acceptance has been sent out to parents and home school districts.
- h. Eugene Colosimo, Guidance Counselor – Mr. Borzak introduced Mr. Colosimo who shared the following facts/statistics for CCTI:
 - 2017-2018 enrollment as of 06/15/2017 is 443 (59 9th grade students, 146 10th grade students, 134 11th grade students, and 104 12th grade students.
 - Number of students who tested in 2016-2017:
 - Advanced Placement: Literature and Composition – 11
 - Advanced Placement: Calculus – 9
 - PSAT – 49 (9 sophomores, 37 juniors, 3 seniors)
 - NOCTI – 96 (89% Advanced & Competent overall)
 - NIMS – 4 (all Advanced)
 - Keystone Exam (Winter Wave): Literature – 38, Algebra – 83, Biology – 40
 - Keystone Exam (Spring Wave): Literature – 106, Algebra – 102, Biology – 108

- “Stepping Up” Program
 - Administration and counselor continue to implement program
 - Nominations made by staff to recognize students that make the right choices, display positive behavior, or go above and beyond to help others in the school or community.
- Scholarship Information
 - 4th year in a row that a CCTI student received the Widener University Leadership Scholarship
 - 2014 - Kimberly Pimble (PVSD)
 - 2015 - Brittany Higgins (PASD)
 - 2016 - Bailey Wright (JTASD)
 - 2017 - Ashley Miller (PASD)
 - 2nd year in a row a CCTI student received the Kovatch Scholarship
 - 2016 - Miranda Green (PASD)
 - 2017 - Alex Groller (PASD)
- Class of 2017 Plans (Includes half-time students)
 - 103 Students total
 - 51 - Workforce (50%)
 - 41 - College (20 4-year) (40%)
 - 3 - Technical/Trade School (2%)
 - 8 - Military (Army - 2, Navy - 2, Marines - 2, Air Force - 1, Coast Guard - 1) (8%)
- Mr. Colosimo also shared his summer schedule and future goals.
- Mr. Reinbold followed up by sharing that based on enrollment numbers, we had 106 students leave (graduation) and are projected to have 203 enter (new students). He also reiterated the positive recognition CCTI students receive through rewards and incentives but stated that discipline is strict, as well.
- Mr. Reinbold also shared that three (3) CCTI students started working this week at Lutron Electronics Co, Inc., Allentown. Lutron offers students tuition payment to continue their education.
- Mr. Borzak shared that four (4) senior students had perfect attendance for the 2016-2017 school year.

C. Adult Education Report - Heather Mullen, Adult Education Site Supervisor

Course Update Spring/Summer 2017

- Welding Technology - 5 students completed
- Spring Nurse Aide - 7 Students completed
- Intermediate CNC Operations - 4 students completed
- Personal Fitness Trainer - Ongoing Online Hybrid - 3 Enrolled
- Safety Inspection Mechanic - 6 completed
- CPR/AED American Heart Association - May 11 - 3 completed
- ServSafe Exam - Ongoing
- Summer Cosmo - Registered: 3 cosmetology students, 2 estheticians, 1 nail technician- Start Date: June 13
- Summer Nurse Aide -Pending Enrollment - Tentative June 19
- BLS Healthcare Provider CPR - July Date TBA

Fall Plans

- ServSafe Certification
- Nurse Aide Training
- HVAC
- Pharmacy Technician
- Welding Technology
- Small Gas Engine Repair
- State Inspection Mechanic
- Advanced Excel
- Personal Fitness Trainer
- Introduction to Precision Machining
- Auto Body

Upcoming Important Info

- **FREE Training Opportunity - Certified Nurse Aide Orientation Prepare** for the Pennsylvania State Nurse Aide registry and begin a career as a nurse aide. Develop your understanding of the legal and ethical standards of healthcare giving; medical terminology; residents' rights and independence; infection control; and functions of human body systems. Gain supervised clinical experience and hands-on care skills with an emphasis on career awareness and job performance. Financial Aid May be Available for qualifying students. **FULL TUITION REIMBURSEMENT FOR THOSE ACCEPTING EMPLOYMENT AT A MEDICARE APPROVED FACILITY!** Call for dates.
- **Pharmacy Technician Program** - This comprehensive 50 hour program will prepare students to work as a pharmacy technician in a retail or other pharmacy setting and to take the Pharmacy Technician Certification Board's PTCB exam. Course content includes: pharmacy medical terminology, the history of pharmacy, the pharmacy practice in multiple environments, pharmacy calculations and measurements, reading and interpreting prescriptions and defining drugs by generic and brand names. Through classroom lecture and hands on labs, students will review dosage calculations, drug classifications, the "top 200 drugs", I.V. flow rates, sterile compounding, dose conversions, aseptic technique, the handling of sterile products, total parenteral nutrition (TPN), dispensing of prescriptions, inventory control and billing and reimbursement.

Course Contact Hours: 50 hours + Clinical Externship

Student Tuition: \$1,199 (Textbooks included) Financial aid available for those that qualify

Clinical Externship Hours: 80 hours

Course Schedule:

Tuesdays and Thursdays

October 24 - December 14, 2017

5:30 pm - 9:00 pm

Grant Report

- Subcontractor with LCCC through PA Department of Ed Federal Literacy Grant to provide Secondary Diploma/College/Career Preparation instruction to 44 individuals for 2016-2017.
- The program provides FREE support for those that wish to test for the GED, prepare for college entrance, or brush up on skills for employment.
- The 2016-2017 grant year is complete - no more classes offered until fall 2017.
- 57 students had active participation this school year.
- Course offerings include day and evening options in Jim Thorpe or Lehigh, and distance learning options.
- Scholarships from CCTI and Rotary offset cost for GED exam (up to \$120 per student)
 - Students are still taking advantage of this funding. 56 individual exams have been paid for.
- Planning for 2017-2018 is happening now
 - Plans include serving students at Carbon County Correctional Facility
 - Evening course at LAHS and CCTI
 - Day Class at CCTI
 - Orientations scheduled to begin in July

Outreach and Program Development Report

- Professional Development/Leadership Courses for Kovatch Management- 1st Training completed with 47 Managers/Supervisors - Course Evaluations were favorable and additional training has been scheduled for the fall.
- Youth Forestry Camp - Discussed Auto Service and Auto Detailing for 100 hour training program during the summer at CCTI or at their facility - Cancelled - Lack of funding.
- June 14 - 8th Annual Community Educational/Safety Program in Lehigh
- Grant application submitted to PennEast Pipeline for \$5000 to offset tuition for HVAC students
- July 12 - CCTI hosting Career Fair highlighting Healthcare Careers with CareerLink
- Sept 2017 - Carbon County College & Technical Education Night

GED Admin - Pearson

- Pearson Vue Testing Center for the Official GED exam
- Schedule includes at least 2 dates per month.
- Evening testing during the school year and daytime testing during the summer.

- D. Buildings and Grounds Report - Mr. Ken Walters, Supervisor of Buildings and Grounds
- a. Enhanced Trailer/Tiny House Up-date
As always the building construction (Carpentry, HVAC, ECM) students closed out the year on a high note having already prepared the material lists to hit the year running in September with Windows being the next task in the construction.
 - b. Mr. Walters gave a brief explanation of the current status of the DVR system and two options for purchase to remedy.
- E. Business Administrator's Report - Mr. Jeffrey P. Deutsch, Business Administrator
- a. Business Office doing preliminary audit work for the upcoming end-of-year audit.

- F. Goals – Mr. Reinbold shared the following goals for the 2017-2018 school year:
 - Deliver a unit on personal finance for seniors (Junior Achievement)
 - Increase the number of SkillsUSA competitors at the district and state competition
 - Organize and host the first annual precision machining contest
 - Increase our number of non-traditional students
 - Maintain an active wellness committee
 - Have already met three times
 - Minutes can be found on the school website)
 - Maintain our NOCTI and Keystone scores
 - Improve/expand PDP lessons
- F. Future Goal – career & Technical Summer Camps at CCTI (possibly 7th, 8th, and 9th grade students, possibly geared toward non-traditional students)

Items of Business

Personnel

Joint Operating Committee Treasurer Nominated

- A. Election of CCTI Joint Operating Committee Treasurer for a one-year term – effective July 1, 2017 through June 30, 2018:

Mr. Yenser nominates Jeffry Deutsch for the office of CCTI Joint Operating Committee Treasurer, SECONDED by Mr. Strubinger.

MOTION by Mr. Yenser, SECONDED by Mr. Strubinger to close the nominations for the office of Treasurer.

Note: Jeffry Deutsch presently serves in this position.

VOTE: YES - 5 NO - 0 ABSENT - 0 ABSTENTIONS - 0

Motion carried.

The Secretary casts the ballot electing Jeffry Deutsch as Treasurer.

MOTION by Mr. Obert, SECONDED by Mr. Strubinger that the following motions be approved:

Joint Operating Committee Solicitor Appointed

- B. on the recommendation of the Administrative Director, to appoint Robert T. Yurchak, Attorney at Law (Nesquehoning, PA), as the Joint Operating Committee Solicitor for the 2017-2018 fiscal year at a retainer of \$7,000 and \$100 per hour for extra work done. The annual retainer shall include those items specified in the Scope of Services and Compensation Agreement.

Coordinator of School Improvement Re-employed

- C. on the recommendation of the Administrative Director, that Margaret Kalogerakis (Albrightsville, PA) be re-employed as Coordinator of School Improvement at a salary of \$38,000 on a 200 day contract for the 2017-2018 school year, effective August 18, 2017. For the school term 2017-2018 the employee shall contribute \$80.00/month toward health care expenses, effective July 1, 2017.

Note: Mrs. Kalogerakis has served in the position for the past twelve years and has been instrumental in student achievement gains in Keystone and NOCTI testing.

ROLL CALL VOTE:

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

Motions carried.

Employment of Instructor for Carbon Alternative High School Diploma Program Continued

- D. MOTION by Mr. Strubinger, SECONDED by Mr. Obert on the recommendation of the Administrative Director, to continue the employment of Ms. Angelique Yaich as Instructor for the Carbon Alternative High School Diploma Program - 6.5 hours per day for 200 days, AM and PM Class Sessions, with those fringe benefits as required by law and appropriate health care coverage, at the rate of \$29.25/hour. For the school term 2017-2018 the employee shall contribute \$80.00/month toward health care expenses, effective July 1, 2017.

Note: There will be no deduction from the CCTI General Fund. Many Carbon County out of school youth are serviced by this program.

VOTE: YES - 5 NO - 0 ABSENT - 0 ABSTENTIONS - 0

Motion carried.

MOTION by Mr. Obert, SECONDED by Mr. Gryzik that the following motions be approved:

Adult Education Individuals Approved

- E. to approve the following individuals effective July 1, 2017 through June 30, 2018:

Colleen Gooch as Adult Education Nurse Aide Instructor and Nurse Aide Coordinator @ \$33.00 per hour
Diane Luicana as Adult Education GED Instructor @ \$21.00 per hour
Tonia Schaeffer as Adult Education GED Instructor @ \$21.00 per hour
Donna Valent as Adult Education GED Aide @ \$12.25 per hour
Lisa Wargula as Adult Education GED Enrollment Specialist at \$10.75 per hour

Letter of Resignation Accepted

- F. to accept the letter of resignation for the position of SkillsUSA Assistant Advisor received from Lisa Walck.

School-Wide Co-Curricular Activities and Student Club/Organization Advisor Approved

- G. to approve the following individual as a School-Wide Co-Curricular Activities and Student Club/Organization Advisor at the established rates for the 2017-2018 school year:

SkillsUSA Assistant – Christina Graver

VOTE: YES - 5 NO - 0 ABSENT - 0 ABSTENTIONS - 0

Motions carried.

Substitute Custodian/Maintenance/Groundskeeper/Cleaner Personnel Approved

- H. MOTION by Mr. Yenser, SECONDED by Mr. Strubinger that the following substitute Custodian/ Maintenance/Groundskeeper/Cleaner Personnel be approved, effective June 16, 2017 through May 2018:

Stephen Brili

VOTE: YES - 5 NO - 0 ABSENT - 0 ABSTENTIONS - 0

Motion carried.

Letter of Appointment Acknowledged

- I. MOTION by Mr. Yenser, SECONDED by Mr. Strubinger to acknowledge receipt of the Letter of Appointment to the Carbon Career & Technical Institute Authority (filling the unexpired term of Mr. Randall Smith; 5 Year Term – January 2015 through January 2020):

Jim Thorpe Area School District – Mr. Wilmer Redline

VOTE: YES - 5 NO - 0 ABSENT - 0 ABSTENTIONS - 0

Motion carried.

Education

MOTION by Mr. Gryzik, SECONDED by Mr. Obert that the following motions be approved:

Operation of GED Testing Program at CCTI Approved

- A. to grant approval to operate a GED testing program for the 2017-2018 school year at the CCTI school site.

GED Examiners Approved

- B. that the following GED examiners be approved July 1, 2017 – June 30, 2018:

Deborah Enterline
Elizabeth Schlecht
Margaret Kalogerakis
Lisa Wargula

Operator Consortium Member Continued Duties Approved

- C. to continue duties as an Operator Consortium member of PA CareerLink Carbon County.

Agreements of Affiliation Renewed

- D. on the recommendation of the Administrative Director, that the Agreement of Affiliation between the Carbon Career & Technical Institute Medical and Health Assistant/Certified Nurse Aide Program be renewed and executed for the 2017-2018 Fiscal Year, as presented:

Mahoning Valley Nursing and Rehabilitation Center, Lehighton, PA
Blue Mountain Health Systems/Gnaden Huetten Memorial Hospital and The
Summit, Palmerton/Lehighton, PA
Office of Dr. Jayendra Patel, Jim Thorpe, PA
Heritage Hill Senior Community, Weatherly, PA
The Village at Palmerton, Palmerton, PA
Guardian Eldercare DBA Weatherwood Nursing Home & Rehabilitation Center
Switchback Medical Center, Inc., Jim Thorpe, PA

Carl Perkins Career and Technology Grant Submission Approved

- E. on the recommendation of the Administrative Director that approval be granted to submit the Carl Perkins Career and Technology grant to the PA Department of Education for the year 2017-2018.

VOTE: YES - 5 NO - 0 ABSENT - 0 ABSTENTIONS - 0

Motions carried.

Budget & Finance

MOTION by Mr. Gryzik, SECONDED by Mr. Obert that the following motions be approved

Authorization for Payment of Bills Approved

- A. to authorize the Administrative Director to approve bills for payment from June 16 - June 30, 2017, the close of the 2016-2017 fiscal year.

Authorization for Budgetary Transfers Approved

- B. to authorize necessary 2016-2017 Budgetary Transfers as a result of the final payment of bills for the close of the 2016-2017 fiscal year. Authorization is contingent upon final approval of the CCTI Joint Operating Committee at its next regularly scheduled meeting.

Entrance into a Contract with CDS Approved

- C. to enter into a contract with CDS (Complete Document Solution) for approximately \$1,900/month to manage and support thirty-one (31) printers in the building.

Note: Based on industry averages it costs approximately \$2,700/month to manage the printers. Projected savings over a twelve (12) month contract term is \$9,700.

Cosmetology Clinical Price List Approved

- D. to approve the Cosmetology Clinical price list effective with the 2017-2018 school year, as presented.

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

Motions carried.

Video Solution Upgrade Approved

- E. MOTION by Mr. Obert, SECONDED by Mr. Gryzik to approve CSi, Integrated Security & Communications, Allentown, PA to provide a Genetec Omnicast video solution upgrade at a cost of \$29,922.00.

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

Motion carried.

Buildings & Grounds

NONE

Administrative

MOTION by Mr. Obert, SECONDED by Mr. Gryzik that the following motions be approved:

Policy #405 First Reading Approved

- A. to approve the first reading of policy #405 (Professional Employees).

Policy #118 Second Reading and Adoption Approved

- B. to approve the second reading and adoption of policy #118 (Programs).

Policy #246 Second Reading and Adoption Approved

- C. to approve the second reading and adoption of the CCTI Wellness Policy (#246 - Pupils), as presented.

Car Show/Fundraiser Approved

- D. to approve SkillsUSA to host a car show/fundraiser on the CCTI campus, Saturday, September 23, 2017 (rain date Saturday, September 30, 2017).

Golf Tournament Approved

- E. to approve the 4th annual Golf Tournament scheduled for October 7, 2017 at White Birch Golf Course, Barnesville, PA to benefit CCTI students.

5k Run/Walk Fundraiser Approved

- F. to approve the 5th annual SkillsUSA 5k Run/Walk fundraiser scheduled for October 14, 2017 at Glen Onoko, Lehigh Gorge State Park.

Student & Parent handbook Approved

- G. to approve the CCTI 2017-2018 Student & Parent Handbook, as presented.

Note: The handbook was distributed to the CCTI Joint Operating Committee members via e-mail June 8, 2017 for perusal.

Carbon-Monroe-Pike Drug & Alcohol Commission, Inc. Contract Approved

- H. to approve the contract with Carbon-Monroe-Pike Drug & Alcohol Commission, Inc. as presented.

VOTE: YES - 5 NO - 0 ABSENT - 0 ABSTENTIONS - 0

Motions carried.

Reports

Foundation Report Accepted

- A. MOTION by Mr. Gryzik SECONDED by Mr. Yenser to accept the Carbon Career & Technical Institute Foundation Report, as presented.

Note: The balance in this account stands at \$2,217.57.

VOTE: YES - 5 NO - 0 ABSENT - 0 ABSTENTIONS - 0

Motion carried.

Administrative Reports

- A. MOTION by Mr. Gryzik, SECONDED by Mr. Obert to accept Administrative Reports from the following:

- a. Mr. Brent Borzak, Principal
- b. Mrs. Heather Mullen, Adult Education Site Supervisor

VOTE: YES - 5 NO - 0 ABSENT - 0 ABSTENTIONS - 0

Motion carried.

Old Business

NONE

New and Miscellaneous Business

Faculty Conference Reports

MOTION by Mr. Obert, SECONDED by Mr. Gryzik that the following motions be approved:

- A. to acknowledge receipt of the conference report submitted by Chef A.J. Burke, Culinary Arts Instructor after attending the Schiff's Foodservice Show May 7 & 8, 2017 at Mohegan Sun Pocono.
- B. to acknowledge receipt of the conference report submitted by Scott Bartholomew, Special Education Teacher after attending the 45th Special Education Law Conference: Special Education Law at a Time of Change, May 12, 2017 at Lehigh University, Bethlehem, PA.
- C. to acknowledge receipt of the conference report submitted by Jeremy Pease, Drafting and Design Technology Instructor after attending Synergis University: An Entire Day Dedicated to Helping You Stay Ahead (Autodesk Learning Event) May 17, 2017 at The Sands Hotel, Bethlehem, PA.

- D. to acknowledge receipt of the report submitted by Jeremy Pease, National Technical Honor Society Advisor after attending a field trip to Washington, D.C. May 19-20, 2017.

VOTE: YES - 5 NO - 0 ABSENT - 0 ABSTENTIONS - 0

Motions carried.

Next Regularly Scheduled Meeting:

Thursday – July 20, 2017

Adjournment

Mr. Gryzik moved, seconded by Mr. Yenser that the meeting adjourn. By unanimous consent, the meeting adjourned at 7:32 PM.

Christina A. Graver
Joint Operating Committee Secretary