

Carbon Career & Technical Institute
 Joint Operating Committee Minutes
Regular Meeting
March 15, 2018

The Carbon Career & Technical Institute Joint Operating Committee met **Thursday - March 15, 2018** 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 Mr. Gerald Strubinger, at 6:17 PM with the Secretary being present.

	Present	Absent
Mr. Gerald Strubinger, Chairman	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Mr. Wayne Gryzik, Vice-Chairman	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Mr. Andrew Yenser, Member	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Ms. Kathy Fallow, 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 checked="" type="checkbox"/>	<input type="checkbox"/>
Mr. Glenn Confer, Alternate Member	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Mr. Stephen L. Holland, Alternate Member	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Mr. Joshua Smale, Alternate Member	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Mr. Justin Foster, Alternate Member	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Mrs. Shay Wagner, Alternate Member	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Mrs. Teresa Young, 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 Students: Alyssa Stamets, Marketing Senior (Jim Thorpe ASD);
 Members of the Public: Alex Groller, CCTI Graduate, Wilmer Redline, JTASD Board Member; CCTI Staff: Katherine Baumgardt, English Teacher, Anna Leigh Conway, Science Teacher/CCTIEA President, Michael Wildoner, English Teacher; 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 Ms. Fallow to approve the Minutes of the February 15, 2018 Regular Meeting.

VOTE: YES - 4 NO - 0 ABSENT - 1 ABSTENTIONS - 0

Motion carried.

Courtesy of the Floor to Visitors

- A. Mr. Michael Wildoner, English Teacher introduced Alex Groller, a 2017 CCTI Graduate. Alex participated in the Carbon County Oratory contest last year, the first year in which CCTI was invited to participate and took 1st place among the male competitors. He attended CCTI for Auto Service Technology and currently attends Northampton Community College, pursuing an automotive degree. Alex has been a mechanic for the past three years. He currently works at the Kia Dealership in Mahoning Valley. He spoke of what a great place CCTI is, giving students the opportunity to learn a technical trade. He stated that technical education is beginning to be taken very seriously with employers looking for highly qualified individuals to employ. Alex also shared that through articulation agreements he was able to bypass multiple classes when beginning his college courses due to credits he earned while at CCTI.
- B. Mrs. Anna Leigh Conway, Science Teacher and CCTIEA President spoke briefly on keeping the lines of communication open and encouraging CCTI JOC members to continue to engage with professional staff at CCTI.

Approval of Treasurer’s Report (February 2018)

- A. MOTION by Mr. Gryzik, SECONDED by Mr. Obert to approve the Treasurer’s Report for February 2018 showing a final balance of \$8,131,772.25 in the General Fund, and \$72,486.87 in the Student Activities Account.

ROLL CALL VOTE:

	Yes	No	Absent	Abstain
Ms. Fallow - Palmerton	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mr. Yenser - Lehighton	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" 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"/>
Mr. Strubinger - Jim Thorpe	<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 Ms. Fallow to approve Payment of Bills - General Fund and Other Accounts.

ROLL CALL VOTE:	Yes	No	Absent	Abstain
Ms. Fallow - Palmerton	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mr. Yenser - Lehighton	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" 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"/>
Mr. Strubinger - Jim Thorpe	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Motion carried.

IX. Administrative Reports

Mr. Reinbold called upon the following to share their individual report:

- A. Principal's Report - Mr. Brent Borzak
- a. Mr. Borzak's report continued with the following:
- The 2017-2018 school year is nearing the fourth marking period.
 - Progress reports have been sent for marking period three.
 - Along with the mailing, sent out fact booklet to all parents regarding McKinney-Vento Homeless Act. There will be a staff presentation during the April faculty meeting regarding this act by our state liaison.
 - CTE Month activities have taken place.
 - We are extremely busy and focused on preparing for our upcoming weeks of testing for NOCTI and Keystone Exams, as well as AP testing.
 - The National Technical Honor Society induction ceremony will take place at CCTI on the evening of April 5th.
 - The Spring OAC meeting will take place on April 11th at CCTI, consisting of members from local business and industry, who provide input to our CTE programs.
 - Applications have been received from all sending school districts. Administration and guidance have been busy going through applications of new and incoming students, in addition to examining the Winter Keystone Exam scores.
- B. Student Representative - Alyssa Stamets, Marketing Senior (Jim Thorpe ASD) shared the following:
- **Student Council**
 - Penny wars will be in April. This is Student Council's main fundraiser. Proceed distribution still needs to be voted on.
 - We will collect pull tabs until May, for Shriners Hospital for Children. This collection benefits their recycling program, which in turn helps defer cost for all of their transportation to assist their patients. Another trip is being planned with the Health Medical class in the spring.

- Micah's Backpack Program - About 4 members go over to the Palmerton School District monthly, to help deliver and prepare for food distribution through the Micah's Backpack program. This year, proceeds from the Golf Tournament allowed us to sponsor a student which made involvement more meaning full.
 - **Interact Rotary Club**
 - Still planning on having the egg hunt on March 28th, weather permitting.
 - Next Wednesday will be our March Madness, allowing students to wear their hats all day for \$1.00. Proceed distribution to be voted on.
 - **SADD/Aevidum**
 - Together, sold flower-grams for Valentine's Day. SADD will be purchasing a goat from Goats for the Old Goat. This nonprofit sends goats to a family in the Sudan which will provide food and income for the family.
 - DVSC was here to speak on dating violence to the entire school.
 - VRC presentation was cancelled due to weather.
 - **Aevidum**
 - Applications for the Philip E. Cardin Memorial Scholarship will be handed out to seniors to complete. Last year Raylynn Strohl was awarded the scholarship from CCTI. All seniors will be strongly encouraged to apply for the scholarship as there are several handed out each year.
- C. Building and Grounds Report – Mr. Ken Walters, Supervisor of Buildings and Grounds
- a. All equipment running fine throughout the building.
 - b. Tiny House project progressing. Anticipated completion date slated and on target for the end of the school year.
- D. Business Administrator's Report – Mr. Jeffry P. Deutsch, Business Administrator
2018-2019 budget has been approved by Palmerton ASD, Weatherly, ASD, and Panther Valley SD with Lehighon ASD and Jim Thorpe ASD yet to vote.

Items of Business

Personnel

Substitute Approved

- A. MOTION by Mr. Obert, SECONDED by Mr. Gryzik that the below listed individual be approved to substitute for the 2017-2018 school year at the established rates, as follows:

Amanda Resh* - Teacher, Instructional Aide, Chaperone

Note: *Pending all mandatory clearances.

VOTE: YES - 4 NO - 0 ABSENT - 1 ABSTENTIONS - 0

Motion carried.

Education

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

Field Trip Approved

- A. that Justin Pshar, Math Teacher and Kevin Sowa, Math Teacher chaperone fifteen (15) AP Calculus/Pre-Calculus students on a field trip to King's College April 11, 2018 in Wilkes-Barre, PA.

DECA International Career Development Conference Attendance Approved

- B. that seven (7) CCTI students attend the DECA International Career Development Conference April 21 - 25, 2018 in Atlanta, GA at a cost of \$5,500.00 to assist with registration, transportation, and lodging expenses.

Note: Students will each pay an additional \$150.00 as well as all meal expenses.

Chaperones Approved

- C. that Mrs. Stephanie Barto, DECA Major Advisor be approved as a chaperone for seven (7) CCTI students participating in the DECA International Career Development Conference April 21 - 25, 2018 in Atlanta, GA at a cost of \$1,750.00 to cover registration, transportation, and lodging expenses.

Field Trip Approved

- D. that Harold Resh, Auto Service and Technology Instructor, John Rogers, Auto Service and Technology Instructional Aide, Dennis Starry Auto Collision Repair Instructor, Donald McGorry, Auto Collision Repair Instructional Aide chaperone forty-one (41) Auto Service and Technology and Auto Collision Repair students on a field trip to the Spring Carlisle Collector Car Swap Meet & Corral April 20, 2018 in Carlisle, PA.

Note: Expenses for the trip are included in the 2017-2018 General Fund Travel Budget.

Field Trip Approved

- E. that Michele Dominic, Health Medical Instructor, Peggy Kalogerakis, Coordinator of School Improvement, and Scott Bartholomew, Special Education Teacher chaperone eleven (11) Health Medical students on a field trip to Shriners Hospital for Children April 27, 2018 in Philadelphia, PA.

Note: Expenses for the trip are included in the 2017-2018 General Fund Travel Budget.

ROLL CALL VOTE:	Yes	No	Absent	Abstain
Ms. Fallow - Palmerton	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mr. Yenser - Lehighton	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" 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"/>
Mr. Strubinger - Jim Thorpe	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Motions carried.

Budget & Finance

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

Resolutions Acknowledged

- A. to acknowledge receipt of the Resolution pertinent to the 2018-2019 Proposed Operating Budget for the Carbon Career & Technical Institute calling for receipts and expenditures in the amount of \$8,330,745 as follows:

- Palmerton Area School District**
Yes - 8, No - 0, Absent - 1, Abstentions - 0 - **Approved**
- Panther Valley School District**
Yes - 8, No - 0, Absent - 1, Abstentions - 0 - **Approved**
- Weatherly Area School District**
Yes - 8, No - 1, Absent - 0, Abstentions - 0 - **Approved**

Out of County Tuition Rates (non-Special Education) Approved

- B. on the recommendation of the Administrative Director and the Business Administrator, to approve the following out of county tuition rates (non-Special Education) for the 2017-2018 and 2018-2019 school year:

Half Year - Half Day	\$ 5,175	(\$ 57.50 per day)
Half Year - Full Day	\$10,350	(\$115.00 per day)
Full Year - Half Day	\$10,350	(\$ 57.50 per day)
Full Year - Full Day	\$20,700	(\$115.00 per day)

Out of County Tuition Rates (Special Education) Approved

C. MOTION by _____, SECONDED by _____ on the recommendation of the Administrative Director and the Business Administrator, to approve the following out of county tuition rates (Special Education) for the 2017-2018 and 2018-2019 school year:

Half Year - Half Day	\$ 6,075	(\$ 67.50 per day)
Half Year - Full Day	\$12,150	(\$135.00 per day)
Full Year - Half Day	\$12,150	(\$ 67.50 per day)
Full Year - Full Day	\$24,300	(\$135.00 per day)

ROLL CALL VOTE:	Yes	No	Absent	Abstain
Ms. Fallow - Palmerton	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mr. Yenser - Lehighton	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" 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"/>
Mr. Strubinger - Jim Thorpe	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Motions carried.

Buildings & Grounds

NONE

Administrative

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

Revised 2017-2018 Student/Teacher Calendar Approved

A. to approve the revised 2017-2018 CCTI Student/Teacher Calendar, as presented.

Note: The revision reflects additional snow days of March 2 and 7, 2018 with make-up days of June 7 and 8, 2018.

2018-2019 Student/Teacher Calendar Approved

B. to approve the 2018-2019 CCTI Student/Teacher Calendar, as presented.

Homeless Education Liaison Appointed

C. to appoint the CCTI Principal as the local Homeless Education Liaison for CCTI.

Note: This appointment is an update, replacing the Guidance Counselor with the Principal as the Homeless Education Liaison.

First Reading Policy Approved

D. to approve the first reading of the following CCTI policies, as presented:

- #251 (Pupils)
- #436 (Professional Employees)
- #808 (Operations)

Second Reading and Adoption Policy Approved

E. to approve the second reading and adoption of the following CCTI policies, as presented:

- #916 (Community)

Graduation Date Approved

F. to approve the CCTI graduation date of Friday, June 8, 2018. Ceremonies will be held in the Jim Thorpe Area High School.

ROLL CALL VOTE:

	Yes	No	Absent	Abstain
Ms. Fallow - Palmerton	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mr. Yenser - Lehighton	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" 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"/>
Mr. Strubinger - Jim Thorpe	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Motions carried.

Reports

Foundation Report Accepted

A. MOTION by Mr. Obert SECONDED by Ms. Fallow to accept the Carbon Career & Technical Institute Foundation Report, as presented.

Note: The balance in this account stands at \$2,233.83.

VOTE: YES - 4 NO - 0 ABSENT - 1 ABSTENTIONS - 0

Motion carried.

Administrative Reports

- A. MOTION by Mr. Gryzik, SECONDED by Ms. Fallow to accept Administrative Reports from the following:
- a. Mr. Brent Borzak, Principal
 - b. Ms. Francine Kluck, Adult Education Site Supervisor

VOTE: YES - 4 NO - 0 ABSENT - 1 ABSTENTIONS - 0

Motion carried.

Old Business

NONE

New and Miscellaneous Business

Faculty Conference Reports

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

- A. to acknowledge receipt of the conference report submitted by Nate Rinda, Director of Technology after attending PETE & C (Pennsylvania Educational Technology Expo and Conference) February 11-14, 2018 at the Hershey Lodge and Convention Center, Hershey, PA.
- B. to acknowledge receipt of the conference report submitted by Anna Leigh Conway, Science Teacher after attending Biology Content Networking Groups February 27, 2018 at CLIU #21, Schnecksville, PA.

VOTE: YES - 4 NO - 0 ABSENT - 1 ABSTENTIONS - 0

Motions carried.

Next Regularly Scheduled Meeting:

Thursday – April 19, 2018

Adjournment

Mr. Gryzik moved, seconded by Mr. Obert, that the meeting adjourn. By unanimous consent, the meeting adjourned at 6:39 PM.

Christina A. Graver
Joint Operating Committee Secretary