

Carbon Career & Technical Institute  
Joint Operating Committee Minutes

**Regular Meeting**  
**June 21, 2018**

The Carbon Career & Technical Institute Joint Operating Committee met **Thursday - June 21, 2018** for its Regular meeting. The meeting, held in the dining room of the School, 150 West 13<sup>th</sup> Street, Jim Thorpe, Pennsylvania, was called to order by Mr. Gerald Strubinger, at 6:03 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 checked="" type="checkbox"/>	<input type="checkbox"/>
Ms. Kathy Fallow, Member	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Mr. Chad M. Obert, Member	<input type="checkbox"/>	<input checked="" 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 type="checkbox"/>	<input checked="" type="checkbox"/>
Mr. Ken Walters, Supervisor of Bldg. & Grounds	<input type="checkbox"/>	<input checked="" 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 checked="" type="checkbox"/>	<input 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 Graduate: Dakota Kalavoda; CCTI Staff: Eugene Colosimo, Guidance Counselor, Lisa Walck, Cosmetology Instructor; 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 Ms. Fallow, SECONDED by Mr. Gryzik to approve the Minutes of the May 17, 2018 Regular Meeting.

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

Motion carried.

**Courtesy of the Floor to Visitors**

NONE

**Approval of Treasurer’s Report (May 2018)**

- A. MOTION by Mr. Yenser, SECONDED by Mr. Gryzik to approve the Treasurer’s Report for May 2018 showing a final balance of \$6,790,401.89 in the General Fund, and \$63,144.74 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 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 type="checkbox"/>	<input type="checkbox"/>	<input checked="" 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 Ms. Fallow, SECONDED by Mr. Yenser 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 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 type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Mr. Strubinger - Jim Thorpe	<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
- B. Principal’s Report – Mr. Brent Borzak  
 The 2017-2018 school year ended in a distinguished manner. The senior awards ceremony was a memorable night showcasing our award winning seniors, along with great donations from local business and industry. Students successfully completed end of the year certification exams in their career and technical areas, as well as Keystone Exams. There were over forty students with perfect attendance for the fourth marking period and three for the entire school year. The graduation ceremony took place on June 8<sup>th</sup>, with 93 (71 full time/22 ½ time) students receiving diplomas on stage. There were two end of the year in-services for staff. Information regarding CCTI acceptance was sent out to parents and home school districts. The student/parent handbooks are revised and printed. The course book is currently getting revised for the new school year. End of year field day

was a success. Kate Baumgardt, English teacher came to Mr. Borzak with the idea. She organized the whole event with Mr. Borzak's approval.

a. CCTI Graduate

Dakota Kalavoda, 2016 carpentry graduate attended the meeting to give an update on his school/work career. He is currently attending Lycoming College pursuing a bachelor's degree with a double major of archeology and anthropology. In a few days, Dakota will be leaving for Guatemala on an enhanced academic experience through Lycoming College where he will be in a lab cataloging artifacts. He will also be taking Spanish courses that will then transfer into his college transcript. Last semester through hard work Dakota finished with a 3.4 GPA and hopes to continue increasing his grade point average. He will be entering into his junior year in the fall. While attending CCTI Dakota participated in the cooperative education program with Highwood USA. He continues working for Highwood when he is home over the summer months.

b. Eugene Colosimo, Guidance Counselor

Mr. Colosimo distributed the following written year-end report upon which he verbally expanded:

2018-2019 Enrollment as of 6/21/18

	<u>9</u>	<u>10</u>	<u>11</u>	<u>12</u>	
JT	10	29	17	16	
L	12	35	33	27	
P	25	34	33	39	
PV	22	21	25	26	
W	<u>0</u>	<u>7</u>	<u>17</u>	<u>6</u>	
	69	126	125	114	TOTAL: 434

2017-2018 Testing

Advanced Placement: Literature and Composition – 9 students

Advanced Placement: Calculus – 5 students

PSAT: 33 students (6 sophomores, 26 juniors, 1 senior)

NOCTI: 84 students tested

100% Advanced or Competent on the written portion

NIMS: 7 students – all Advanced

76% Advanced overall

97% Advanced or Competent overall

Keystone Exams: Winter Wave:

Literature – 25 students, Algebra – 78 students, Biology – 37 students.

Keystone Exams: Spring Wave: Literature – 97 students, Algebra -102 students, Biology – 98 students

## Positives

### Stepping Up Program

Administration and counselor continued to implement the positive behavior plan.

Nominations are 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.

Examples: student brings home books/assignments for a student that is ill, a student gives a tour of the school to a visiting technical area shadow, and a student helps out consistently at school events

### Widener University Leadership Scholarship

2014 – Kimberly Pimble – Panther Valley

2015 – Brittany Higgins – Palmerton

2016 – Bailey Wright – Jim Thorpe

2017 - Ashley Miller – Palmerton

2018- Karissa Nenscel - Palmerton

### Wilkes University Guidance Counselor Award

2018 - Karissa Nenscel - Palmerton

### Class of 2018 Plans (including half-time students)

94 students

57 workforce 62%

29 college (15-4yr) 31%

3 tech/trade 3%

4 military (Navy 2, Marines 1, Air Force 1) 4%

### Post-Secondary Schools of the Class of 2018

Lehigh Carbon Community College (12)

Northampton Community College

East Stroudsburg University (2)

Pennsylvania College of Technology (3)

Universal Technical Institute

University of Northwestern Ohio

Kutztown University (2)

St. Luke's School of Nursing

Pittsburgh Technical Institute

Lackawanna College Police Academy

Shippensburg University

Bloomsburg University

Keystone College

Moravian College

Old Dominion University (VA)

University of New Haven (CT)

Hawaii Pacific University

### Summer Schedule

- Coordinate students that need summer school/credit recovery.
- Coordinate new students from five sending districts.
- Work with the IU for master schedule rollover.
- Work on student course scheduling.
- Screen transcripts of incoming students for proper credits.
- Review Keystone Exam scores and schedule students based on results.
- Review advanced placement testing scores.
- Work on graduation plans.
- Construct files and file all new students.

### Future Goals

- Continue to expand website links on the guidance section of the school website.
- Update and increase attention to the guidance bulletin board postings.
- Include more technology in student presentations.
- Expand usage of the career center.
- Utilize new recruitment video.
- Keep up to date with testing changes.
- Work with administration to improve school performance profile score.

Mr. Reinbold thanked Mr. Colosimo for his hard work and dedication to the school. He added that as seen in Mr. Colosimo's report a 97% Advanced or Competent score has been achieved overall for both NOCTI and NIMS. He stated that a 100% score is a school-wide goal. We again achieved 100% in the written portion. He also shared further information on the Stepping-Up program and that many positive incentives are celebrated throughout the school year for these as well as, student of the marking period and for students who have perfect attendance. Discipline is strict and we promote good behavior and positive work ethic. Positive behaviors are acknowledged. Ms. Fallow commented on the importance of a keeping up a positive image for both a school and for its students. She stated that it is obviously being done at CCTI.

Mr. Borzak, CCTI's Homeless Liaison shared some basic facts regarding the homeless initiative. Students who are identified are interviewed and contact is made with family members, when available or friends. If the student is designated as homeless they are logged into the system and provided the following, if needed: food, supplies (school supplies, clothing, etc.), and/or transportation. Mr. Borzak has been in contact with all 5 sending school districts and community organizations, introducing himself and creating viable contacts for these students in need. The priority is to be sure their needs are met and that they encounter no obstacles. Mr. Reinbold stated that Mr. Borzak is doing an excellent job as the liaison.

### C. Building and Grounds Report – Mr. Ken Walters, Supervisor of Buildings and Grounds

In Mr. Walters' absence Mr. Reinbold shared that the tiny home is complete and slated for transport tomorrow (06/22). Due to the location the home will need to be lifted and placed by crane. The next building project, a double-wide modular has begun. Plans have been submitted to the state for approval and lumber will be ordered this summer.

- D. Business Administrator's Report – Mr. Jeffry P. Deutsch, Business Administrator  
In Mr. Deutsch's absence, Mr. Reinbold shared that any budget questions could be brought to either him or Mr. Deutsch.

Mr. Reinbold also shared that the non-traditional camp for girls will be held July 9-12 and July 16-19. 24 girls are scheduled to attend. They will rotate through carpentry, electronics, auto collision repair, and auto mechanics. The boys' non-traditional camp will be held July 23-25 with 12 scheduled to attend. They will rotate through culinary, cosmetology, and health medical.

## **Items of Business**

### *Personnel*

#### **Treasurer Elected**

- A. Election of CCTI Joint Operating Committee Treasurer for a one-year term – effective July 1, 2018 through June 30, 2019:

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

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

Note: Jeffry Deutsch presently serves in this position.

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

Motion carried.

The Secretary casts the ballot electing Jeffry P. Deutsch as Treasurer.

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

#### **Solicitor Appointed**

- B. to appoint Robert T. Yurchak, Attorney at Law (Nesquehoning, PA), as the Joint Operating Committee Solicitor for the 2018-2019 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. that Margaret Kalogerakis (Albrightsville, PA) be re-employed as Coordinator of School Improvement at a salary of \$39,500 on a 200 day contract for the 2018-2019 school year, effective August 18, 2018. For the school term 2018-2019 the employee shall contribute \$80.00/month toward health care expenses, effective July 1, 2018.

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

### **Carbon Alternative High School Diploma Program Instructor Employment Continued**

- D. to continue the employment of Ms. Angelique Yaich as Instructor for the Carbon Alternative High School Diploma Program – 32 hours/week, 200 days, AM and PM Class Sessions, with those fringe benefits as required by law and appropriate health care coverage, at the rate of \$30.00/hour. For the school term 2018-2019 the employee shall contribute \$80.00/month toward health care expenses, effective July 1, 2018.

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

### **2018-2019 Salary Adjusted**

- E. that the 2018-2019 salary for the following individual be adjusted as indicated as provided in the existing Agreement between the Carbon Career & Technical Institute Joint Operating Committee and the Carbon Career & Technical Institute Education Association:

Diane Hyjurick, Math Teacher  
\$66,231 – 2018-2019 Salary  
+ 900 – Master/M. EQU +15  
\$67,131 – Adjusted 2018-2019 Salary

### **School-Wide Co-Curricular Activities and Student Club/Organization Advisors Reaffirmed**

- F. to reaffirm the following individuals as School-Wide Co-Curricular Activities and Student Club/Organization Advisors at the established rates for the 2017-2018 school year and based on the job description:

Aevidum – Geri Vavra  
DECA – Stephanie Barto  
DECA Assistant – Sandra Kohutka  
HOSA – Michele Dominic  
DECA/HOSA Assistant – Scott Bartholomew  
National Technical Honor Society – Jeremy Pease  
Rotary Interact Community Service Club – Margaret Kalogerakis  
SADD – Rebecca Schaeffer

Senior Class – Stephanie Barto  
SkillsUSA – Kevin Kuehner  
SkillsUSA Assistant – Tammy Marshall, Maritza Reinbold, Chris Graver  
Student Council – Margaret Kalogerakis  
Student Forum – Tammy Marshall  
Underclass – Kimberly Bittle  
Yearbook – Maritza Reinbold

### **SADD/Aevidum Advisor Salary Approved**

- G. to approve the SADD/Aevidum advisor salary of \$2,300 for the 2018-2019 school year.

### **School-Wide Co-Curricular Activities and Student Club/Organization Advisors Approved**

- H. to approve the following individuals as School-Wide Co-Curricular Activities and Student Club/Organization Advisors at the established rates for the 2018-2019 school year:

DECA – Stephanie Barto  
DECA Assistant – Sandra Kohutka, Jane Farkas  
HOSA – Michele Dominic  
DECA/HOSA/SkillsUSA Assistant – Scott Bartholomew  
National Technical Honor Society – Jeremy Pease  
Rotary Interact Community Service Club – Margaret Kalogerakis  
SADD/Aevidum – Rebecca Schaeffer  
Senior Class – Stephanie Barto  
SkillsUSA – Kevin Kuehner  
SkillsUSA Assistant – Chris Graver, Jeffrey Hazelton, Lisa Walck  
Student Council – Margaret Kalogerakis  
Student Forum – Phillip Strubinger  
Underclass – Kimberly Bittle  
Yearbook – Maritza Reinbold

### **Adult Education Employment Approved**

- I. to approve the following individuals effective July 1, 2018 through June 30, 2019:

Colleen Gooch as Adult Education Nurse Aide Instructor and Nurse Aide Coordinator @ \$33.00 per hour  
Diane Luicana as Adult Education GED Instructor @ \$21.25 per hour  
Tonia Schaeffer as Adult Education GED Instructor @ \$21.25 per hour  
Donna Valent as Adult Education GED Aide @ \$12.50 per hour  
Deborah Enterline as GED Examiner @ \$20.00 per hour  
Elizabeth Schlecht as GED Examiner @ \$20.00 per hour  
Margaret Kalogerakis as GED Examiner @ \$20.00 per hour



**Custodial/Maintenance Substitute Assistance Approved**

- J. that substitutes be employed to assist our custodial/ maintenance staff beginning July 1, 2018 at the approved 2018-2019 substitute rate, not to exceed 336 total hours.

**Letter of Resignation Accepted**

- K. to accept the letter of resignation from Karoline Vavra, Physical Education Teacher effective June 14, 2018, as presented.

**Custodial/Maintenance/Groundskeeper/Cleaner Personnel Appointed**

- L. to appoint Kyle Ahner Custodial/Maintenance/Groundskeeper/Cleaner Personnel at a step 1 salary of \$33,363.00 per the existing Agreement between the Carbon Career & Technical Institute Joint Operating Committee and the Carbon Career & Technical Institute Educational Support Personnel Association ESPA/PSEA/NEA, Effective July 1, 2018.

Note: Pending all mandated clearances.

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

**Custodial/Maintenance/Groundskeeper/Cleaner Personnel Appointed**

- M. to appoint Patrick Owens Custodial/ Maintenance/Groundskeeper/Cleaner Personnel at a step 1 salary of \$33,363.00 per the existing Agreement between the Carbon Career & Technical Institute Joint Operating Committee and the Carbon Career & Technical Institute Educational Support Personnel Association ESPA/PSEA/NEA, Effective July 1, 2018.

Note: Pending all mandated clearances.

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 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 type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Mr. Strubinger - Jim Thorpe	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Motions carried.

## ***Education***

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

### **GED Testing Program Operation Approved**

- A. to grant approval to operate a GED testing program for the 2018-2019 school year at the CCTI school site.

### **Operator Consortium Member of CareerLink Carbon County Duties Continued**

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

### **Agreement of Affiliation Renewals Approved**

- C. 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 2018-2019 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

### **Agreement of Affiliation Renewals Approved**

- D. that the Agreement of Affiliation between the Carbon Career & Technical Institute Adult Education Department PA-Approved Certified Nurse Aide Training Program be renewed and executed for the 2018-2019 Fiscal Year, as presented:

Mahoning Valley Nursing and Rehabilitation Center, Lehighton, PA  
The Summit, Lehighton, PA

### **HOSA National Leadership Conference Attendance Approved**

- E. that three (3) Health Medical students attend the HOSA (Health Occupations Students of America) National Leadership Conference June 27-29, 2018 in Dallas, TX at a cost of \$1,708.31 to cover the cost of registration, transportation, meals, and lodging.

### **HOSA National Leadership Conference Chaperone Approved**

- F. that Margaret Kalogerakis, Coordinator of School Improvement be approved as a chaperone for three (3) Health Medical students participating in the HOSA National Leadership Conference June 27-29, 2018 in Dallas, TX at a cost of \$2,359.92 to cover the cost of registration, lodging, meals, airfare, and chaperoning.

**Carl Perkins career and Technology Grant Submission Approved**

G. that approval be granted to submit the Carl Perkins Career and Technology grant to the PA Department of Education for the year 2018-2019 in the amount of \$130, 453.

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 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 type="checkbox"/>	<input type="checkbox"/>	<input checked="" 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. Yenser, SECONDED by Mr. Gryzik that the following motions be approved:

**Approval of Bills for Payment Authorized**

A. to authorize the Administrative Director to approve bills for payment from June 22 - June 30, 2018, the close of the 2017-2018 fiscal year.

**2017-2018 Budgetary Transfers Authorized**

B. to authorize necessary 2017-2018 Budgetary Transfers as a result of the final payment of bills for the close of the 2017-2018 fiscal year. Authorization is contingent upon final approval of the CCTI Joint Operating Committee at its next regularly scheduled meeting.

**Compulsory Student Accident Insurance Purchase Approved**

C. that compulsory Student Accident Insurance for all SECONDARY students attending Carbon Career & Technical Institute for the 2018-2019 school year continue to be purchased from PA Church Insurers Agency LLC, Sunbury, PA at a cost not to exceed \$2,013.00. Coverage shall include the school day, to and from school, field trips, cooperative education, and job shadow/internship activities.

Note: This has been in force for the past thirteen years.

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 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 type="checkbox"/>	<input type="checkbox"/>	<input checked="" 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 Ms. Fallow that the following motions be approved:

**5<sup>th</sup> Annual Golf Tournament Event Date Approved**

- A. to approve the 5<sup>th</sup> annual Golf Tournament scheduled for October 6, 2018 at White Birch Golf Course, Barnesville, PA to benefit CCTI students.

**6<sup>th</sup> Annual SkillsUSA 5k Run/Walk Fundraiser Event Date Approved**

- B. to approve the 6<sup>th</sup> annual SkillsUSA 5k Run/Walk fundraiser scheduled for October 13, 2018 at Glen Onoko, Lehigh Gorge State Park.

**Agreement Approved**

- C. to approve the Agreement between the CCTI Joint Operating Committee and Lisa Zurn as presented, effective July 1, 2018 through June 30, 2022.

**Agreement Approved**

- D. to approve the Agreement between the CCTI Joint Operating Committee and Joanne Swartz as presented, effective July 1, 2018 through June 30, 2022.

**Agreement Approved**

- E. to approve the Agreement between the CCTI Joint Operating Committee and Christina A. Graver as presented, effective July 1, 2018 through June 30, 2022.

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 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 type="checkbox"/>	<input type="checkbox"/>	<input checked="" 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. Yenser SECONDED by Mr. Gryzik to accept the Carbon Career & Technical Institute Foundation Report, as presented.

Note: The balance in this account stands at \$1,847.50.

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

Motion carried.

## Administrative Reports

- A. MOTION by Mr. Yenser, SECONDED by Mr. Gryzik 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 Anna Leigh Conway, Science Teacher after attending A Spring Keystone Technology Innovator Event May 9, 2018 at CLIU #21, Schnecksville, PA.
- B. to acknowledge receipt of the conference report submitted by Scott Bartholomew, Special Education teacher after attending Lehigh University's 46<sup>th</sup> Special Education Law Conference May 11, 2018 at Lehigh University, Bethlehem, PA.

- C. to acknowledge receipt of the conference report submitted by Dennis Starry, Auto Collision repair instructor after attending the 2018 Instructors Seminar May 16, 2018 at the Universal Training Institute, Exton, PA.

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

Motions carried.

**Next Regularly Scheduled Meeting:**

**Thursday – July 19, 2018**

**Adjournment**

Mr. Gryzik moved, seconded by Mr. Yenser, that the meeting adjourn. By unanimous consent, the meeting adjourned at 6:52 PM.

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Christina A. Graver  
Joint Operating Committee Secretary