

Carbon Career & Technical Institute
 Joint Operating Committee Minutes
Regular Meeting
May 17, 2018

The Carbon Career & Technical Institute Joint Operating Committee met **Thursday - May 17, 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 6:07 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 type="checkbox"/>	<input checked="" 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. 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 Students: Lynzi Binder, Auto Collision Repair Senior (Lehighton ASD), Sharin Fischer, Graphic Design Senior (Jim Thorpe ASD), Nate Starrett, Precision Machine Technology Senior (Palmerton ASD);
 Members of the Public: Wilmer Redline, JTASD Board Member; CCTI Staff: Jane Farkas, Science Teacher, 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 April 19, 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 (April 2018)

- A. MOTION by Mr. Gryzik, SECONDED by Ms. Fallow to approve the Treasurer’s Report for April 2018 showing a final balance of \$7,969,772.62 in the General Fund, and \$66,898.33 in the Student Activities Account. (End. 2)

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 Mr. Yenser, 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 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
Mr. Reinbold called upon the following to share their individual report:
 - a. SkillsUSA – Mr. Kevin Kuehner, Advisor
 - a. In the absence of Mr. Kuehner, Ms. Chris Graver, Assistant Advisor shared the following. 52 students traveled to the State competition in Hershey, Pa. Of those 52, 3 served as Delegates, 1 as an Observer, and 48 competed. Of the 48 that competed, 20 earned bronze medals for placing 3rd in their competition, 4 earned silver with 2nd place wins, and 10 earned gold, earning 1st place recognition. Those 10 gold medal winners will now travel to Louisville, KY in June to compete at the National level. Ms. Graver then introduced Lynzi Binder, a senior Auto Collision Repair student from the Lehighton ASD who participated in the Automotive Computer Estimator & Total Loss Evaluator competition at the District level of SkillsUSA. Lynzi finished in 2nd place but shortly after her competition

was informed that the 1st place competitor would be unable to compete at the State level giving her an opportunity to compete. This time, at the State level, competing against 8 individuals, Lynzi finished 1st and has earned herself a spot at the national level of competition! Lynzi spoke briefly about being a non-traditional student at CCTI, and shared her enthusiasm and excitement over her win and upcoming competition. Good luck to Lynzi and our other national competitors!

Ms. Graver then introduced Nate Starrett, a senior Precision Machine Technology student from the Palmerton ASD. Ms. Graver shared the following event that took place at the State competition. During the awards ceremony, Mr. Kuehner was approached by the Chairperson of the Automated Manufacturing Technology competition. He explained that in all the years he'd been involved with SkillsUSA, he had never witnessed what he had that day during competition. Nate shared that while in the competition, he along with his two teammates Austin Buyce (senior Drafting Technology student, PVSD) and Justin Hiester (senior Precision Machine Technology student, LASD) noticed that another team was having trouble with their computer. The three CCTI students (having three computers) agreed to share one of their computers with the opposing team. Later they assisted that same opposing team with a software issue they were having and assisted them in printing out their blueprint. At the end of the competition day, the team that was in need of assistance finished in 1st place. Although Nate, Austin, and Justin did not leave the Hershey Lodge and Convention Center with medals hanging around their necks, they are truly gold medal winners in our eyes and showed what sportsmanship and honor is truly about. We are very proud of all of our competitors' accomplishments, their behavior, and their camaraderie and these three young men exemplify the true spirit of what our CCTI students take with them out in the public arena.

Ms. Graver thanked the CCTI students, staff, administration, and JOC on behalf of Mr. Kuehner, Mrs. Tammy Marshall, and Mrs. Maritza Reinbold (assistant advisors) for their support throughout the school year and their continued support as our 10 National competitors head off to Kentucky.

- b. Student Representative(s) - Lynzi Binder (senior Auto Collision Repair student, LASD) and Sharin Fischer (senior Graphic Design student, JTASD) shared the following:

Student Council

As student council winds up this school year more and more ideas are flourishing for next year. The pull tabs will be collected and weighed May 25th. Presentation of their contribution to VALOR (a Veterans organization in Monroe County) should be within the next 2 weeks. We were invited to take a tour of their facility located in Effort. Members of VALOR thought it would be a good idea for students to see how their money is used. Student Council's donation of \$300 to Micah's Backpack program will be presented May 24th. This donation is to help support a student in the program. And the big news is the talent show which will be held on June 5th.

Interact Rotary Club

Just had their annual egg/scavenger hunt (after 2 delays). Fun was had by all who attended. Proceeds will be going to "Turn to Us," a local organization for residents of Carbon County to address a gap in support services. This donation will be for autism. Next week members will meet to discuss this year's events and start planning and recruiting for next year.

Senior Class

The Senior Class is getting ready for the prom on May 18th at Hideaway Hills. Our class trip is to the Great Wolf Lodge and the outlets. Graduation is June 8th at 7:00 p.m. at the Jim Thorpe Area High School. We hope you can join us to celebrate.

DECA

Skyler Graver (Junior, PASD), won second place at the state conference for the public relations campaign for her outstanding project. Skyler is a welding student and a non-traditional student at CCTI in addition to being an active DECA member. Skyler used her personal story as the foundation for her DECA project and our school wide initiative to encourage students to explore non-traditional careers and technical programs at CCTI. Skyler and six other female students are currently considered non-traditional and are active DECA members. Skyler's campaign and initiative had positive results with an increase in students applying for non-traditional programs for the next school year. Skyler placed in the top 20 of her event at the International Conference. She is the first CCTI student to be a finalist in a marketing research event. Skyler competed with 180 groups from across the United States, Canada, Guam, Germany, Japan, China and several other countries. We are very proud of her achievement!

Rebekah Lorah (Sophomore, PASD), Alyssa Halada (Junior, PASD), and Alissa German (Senior, PVSD) represented CCTI in the Leadership Development Academy. They were among 500 students from various states and countries. They worked in small groups to address communication skills, networking, chapter management strategies, and ways to promote DECA and the many opportunities it offers to high school students. They earned these positions in this prestigious academy by winning the "Thrive Award". CCTI was one of two chapters in the state of PA to earn this award. The Thrive award consisted of three chapter campaigns that were completed by December of 2017 for review by National DECA. Global Entrepreneurship, Community Service, Chapter Promotional campaign all required various activities and events that had to be hosted and documented by the chapter officers and submitted for review. CCTI has successfully earned this award for the past 10 years. This group also placed 1st in the chapter awards project event at the state conference.

Through the community service project, CCTI students earned 1,364 hours of community service in addition to the amazing amount that was raised. This project also allowed us to showcase the talents of our technical areas at CCTI. Congratulations to all of our DECA members who have achieved great success this year.

SADD

SADD had Grim Reaper Day on May 11, 2018 (to bring attention to driving distracted or under the influence).

Medivac came to CCTI on May 15th. They landed in the upper field and the students had an opportunity to view the inside and outside of the helicopter.

May 24th - Jeans for Troops Day - \$5 for teachers to dress down for the day (all money raised goes to the GI Go Fund).

- b. Mrs. Jane Farkas, Science Teacher – LCCC Chemistry Entrance Exam
 - a. Mrs. Farkas introduced herself as a teacher at CCTI from 2006, teaching Environmental Science, Chemistry I, and Chemistry II – an advanced course. Four years ago she partnered with Lehigh Carbon Community College (LCCC) through Rachel Strucko to provide CCTI students the LCCC Chemistry Entrance exam as a way to measure the curriculum and preparedness of the students completing the class. The exam consists of 20 math questions and 40 chemistry questions. It was agreed that a numeric grade would not be shared but merely a “pass” or “fail” indicator. Out of the 44 students who have taken the exam thus far, 15 have passed. This year 50% of her students (4 of 8) passed the exam. Those who take and pass the exam and continue their schooling through LCCC do not need to retake the exam nor do they need remediation. This is confirming that the course materials provided by CCTI are allowing these students to be successful when continuing their education. The entrance exam provided by LCCC is free to the student and is administered at CCTI.

- B. Building and Grounds Report – Mr. Ken Walters, Supervisor of Buildings and Grounds
 - a. Nothing new to report at this time.

- C. Business Administrator’s Report – Mr. Jeffry P. Deutsch, Business Administrator
 - a. Nothing new to report at this time.

Items of Business

Personnel

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

Occupational Advisory Committee Members Approved

- A. to approve the Occupational Advisory Committee members, as presented.

Teacher Mentors Appointed

- B. that the following Teacher Mentors be appointed (as needed) for the 2018-2019 school year at the established stipend of \$750.00:

Michael Baumgardt – Academic Teacher
Michele Dominic – Technical Instructor

Homebound Instructor Hourly Rate Approved

- C. to approve the hourly rate for Homebound Instructor for the 2018-2019 school year on an as-needed basis at \$30.00.

Additional Days Approved – Cooperative Education Coordinator

- D. that Stephanie Barto, Part-time Cooperative Education Coordinator, be employed for a period of ten (10) days, during the summer 2018, at her per diem rate.

Note: Mrs. Barto will supervise a number of secondary and other students at cooperative education placements, as well as develop additional placements for our students within and outside Carbon County.

Additional Days Approved – Guidance Counselor

- E. that Eugene Colosimo, Guidance Counselor, be employed for a maximum of eighteen (18) days, during the summer 2018, at his per diem rate.

Note: Mr. Colosimo will assist with the coordination of summer student enrollments from the five districts, class scheduling, parent/student conferences, communicating with key personnel in the five sending districts, and other duties as assigned by the Principal and the Administrative Director.

Additional Days Approved – Culinary Arts Staff

- F. that the following individuals be approved two (2) additional work days, prior to August 22, 2018 at the individual’s per diem rate:

Anthony (A.J.) Burke, Culinary Arts Instructor
Ashleigh Papay, Culinary Arts Instructional Aide
Michele Troutman, Culinary Arts Instructional Aide

Note: This time will be devoted to preparing for cafeteria production services for the new school year.

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.

Building Substitute Approved

- G. MOTION by Mr. Gryzik, SECONDED by Mr. Yenser to approve Phillip Strubinger as the Building Substitute effective August 22, 2018 through the close of the 2018-2019 school year at the approved daily rate.

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 type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Motion carried.

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

Substitute Custodian/Maintenance/Groundskeeper/Cleaner Personnel Approved

- H. that the following substitute Custodian/ Maintenance/Groundskeeper/Cleaner Personnel be approved, effective May 18, 2018 through June 2019:

Stephen Brili	Walter O'Donnell
James DeLotto	Frank Olmstead
Frank DeMatto	Ashleigh Papay
Autumn Frey	Robert Pathroff
Christopher Gallagher	John Rogers
Jeffrey Hazelton	Elizabeth Schlecht
Michele Marouchoc	Eric Schlecht
Tammy Marshall	Douglas Witt
Donald McGorry	

Substitute Van/Bus Driver Hourly Rate Approved

- I. to approve the hourly rate for substitute van/bus driver of \$20.00 through June 2019.

Substitute Van/Bus Drivers Approved

- J. that the following individuals be contracted as a substitute van/bus driver at the approved rate through June 2019:

Katherine Holton
Lynn Jo Kester

Substitute S.H.I.N.E. Van/Bus Drivers Approved

- K. that the following individuals be approved as substitute S.H.I.N.E. van/bus drivers at a rate of \$30 per run through June 2019:

Joseph Gorski
Katherine Holton
Lynn Jo Kester
Taryn Stewart*

Note: *Pending all mandated clearances.

Letter of Resignation Accepted

- L. to accept the letter of resignation received from Michele Marouchoc, Part-Time Custodian/Maintenance/Groundskeeper/Cleaner Personnel effective April 25, 2018.

Suspension Approved

- M. to suspend without pay employee #11546 for unprofessional actions for three (3) days on a dates to be determined by CCTI Administration.

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

Motions carried.

Education

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

Homebound Instruction Approved

- A. that homebound instruction be approved for student #10926 for 5 hours per week beginning April 18, 2018 through May 10, 2018.

Use of Instructional Area(s) Approved

- B. to grant permission to the CLIU #21 for use of a designated instructional area(s) to operate Life Skills Support Classes at the CCTI facility for the 2018-2019 school year.

Occupational Advisory Committee Minutes Approved

- C. to approve the Occupational Advisory Committee minutes, as presented.

Reasonable Assurance Notification Approved

- D. to grant permission to notify CCTI employees, who do not work through or do not receive pay for the summer months, that there is a “reasonable assurance” their position will be available to them again when school re-opens in August 2018.

National Leadership and Skills Conference Attendance Approved

- E. that ten (10) students attend the 54th annual National Leadership and Skills Conference (competition) June 25–29, 2018 in Louisville, KY chaperoned by Mr. Kevin Kuehner, SkillsUSA Major Advisor, Mrs. Maritza Reinbold, SkillsUSA Assistant Advisor, and Mr. David Reinbold, Administrative Director at a cost of \$16,499.00 to cover the cost of registration, transportation, and lodging.

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

Resolution Receipt 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:

Jim Thorpe Area School District

Yes - 7, No - 0, Absent - 1, Abstentions - 1 - **Approved**

Lehighton Area School District

Yes - 9, No - 0, Absent - 0, Abstentions - 0 - **Approved**

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**

Depositories Approved

- B. to approve the following depositories for Carbon Career & Technical Institute funds as indicated below for the 2018-2019 Fiscal Year:
- Mauch Chunk Trust Company
 - General Fund Account, Activities Fund Account, Payroll Account
 - PLGIT (Pennsylvania Local Government Investment Trust)
 - House Building Renovation Account, Capital Projects Account, Scholarship Trust Fund, General Fund, CCTI Foundation Account, CCTI Building Renovation/Expansion fund)
 - INVEST (PA Treasurer Program for Local Governments)
 - General Fund
 - Jim Thorpe National Bank
 - General Fund

Cooperative Arrangements for Purchasing Participation Approved

- C. to grant permission to participate in cooperative arrangements for purchasing supplies and computer equipment for the 2018-2019 fiscal year through the following:
- Carbon Lehigh IU #21
 - Central Susquehanna IU #16

National School Lunch Program and U.S.D.A. Commodities Program Participation Approved

- D. to grant permission to participate in the National School Lunch Program and the U.S.D.A. Commodities Program for the 2018-2019 school year.

Flexible Plan Benefits Amendment Approved

- E. to amend the Section 125 Flexible Plan Benefits Plan, effective July 1, 2018 to continue the Medical Plan Cash Opt-Out Election of \$300.00 per month (waive Family Medical Plan) and \$200.00 per month (waive Non-Single Medical Plan).

Note: This arrangement has successfully decreased health care expenses in recent years. Buyout amount is the same as 2017-2018.

Auditor Appointed

- F. to appoint Kirk, Summa & Company (East Stroudsburg, PA) as Auditor for the Carbon Career & Technical Institute Joint Operating Committee for the 2018-2019 fiscal year, effective July 1, 2018, at an annual fee of \$17,500.

Note: The audit covers CCTI, as well as the school foundation and authority.

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

Substitute Rates Established

- A. to establish the following substitute rates for the 2018-2019 school year:

1. Teacher (Category A per diem)
 - Day 1 through Day 15 \$ 95 per day
 - Day 16+ Cumulative \$100 per day
2. Teacher (Category B short-term)
 - 16-89 Consecutive Days \$160 per day
3. Teacher Aide
 - Day 1 through Day 15 \$ 95 per day
 - Day 16+ Cumulative \$100 per day
4. Secretary \$100 per day

Substitute Custodian/Maintenance/Groundskeeper/Cleaner Personnel Hourly Rate Established

- B. to establish the hourly rate of \$12.00 for the 2018-2019 school year for SUBSTITUTE Custodian/Maintenance/ Groundskeeper/ Cleaner Personnel.

Revised 2018-2019 CCTI Student/Teacher Calendar Approved

- C. to approve the revised 2018-2019 CCTI Student/Teacher calendar, as presented.

Note: The revision reflects a change in the date of the Teacher In-Service Day/9th Grade Tours from November 15, 2018 to November 8, 2018 and a change in Instructional Aide attendance from June 5th to April 30th.

CCTI 2018-2019 Student & Parent Handbook Approved

- D. to approve the CCTI 2018-2019 Student & Parent Handbook, as presented.

Note: The handbook was distributed to the CCTI Joint Operating Committee members via e-mail May 10, 2018 for perusal.

ALICE Active Shooter Response Training Approved

- E. to approve ALICE (Alert, Lockdown, Inform, Counter, Evacuate) Active Shooter Response training for CCTI staff for the 2018-2019 school year.

Note: The training will be conducted by Mr. Frank DeMatto, CCTI School Resource Officer/Certified ALICE Training Instructor.

Conference Attendance Approved

- F. that Dennis Starry, Auto Collision Repair Instructor attend Ohio Technical College’s (OTC) Instructor Seminar June 25-27, 2018 in Cleveland, Ohio at a cost of \$300 each to cover the cost of registration and lodging.

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

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

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 Ms. Fallow to accept the Carbon Career & Technical Institute Foundation Report, as presented.

Note: The balance in this account stands at \$2,239.36.

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

Motion carried.

Administrative Reports

- A. MOTION by Mr. Yenser, 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

- A. MOTION by Mr. Gryzik, SECONDED by Mr. Yenser to acknowledge receipt of the conference report submitted by Dennis Starry, Auto Collision Repair Instructor after attending the Automotive Training Center's (ATC) 15th Annual Instructor Seminar March 14, 2018 at ATC's Warminster, PA Campus.

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

Motion carried.

Next Regularly Scheduled Meeting:

Thursday – June 21, 2018

Adjournment

Mr. Gryzik moved, seconded by Ms. Fallow, that the meeting adjourn. By unanimous consent, the meeting adjourned at 6:36 PM.

Christina A. Graver
Joint Operating Committee Secretary