

Carbon Career & Technical Institute

Joint Operating Committee Minutes

Regular Meeting March 21, 2019

The Carbon Career & Technical Institute Joint Operating Committee met **Thursday - March 21, 2019** for a 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 6:05 PM with the Secretary being present.

	Present	Absent
Mr. Gerald Strubinger, Member	<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. 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 checked="" type="checkbox"/>	<input type="checkbox"/>
Mr. Mr. Raniero Marciante, 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. William Mansberry, Alternate Member	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Ms. Shay Wagner, Alternate Member	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Mr. Jonathan J. Cleaver, Superintendent of Record	<input checked="" type="checkbox"/>	<input 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: Sierra Bauer (grade 9, Graphic Design, PVSD), Carissa Burger (grade 10, marketing, JTASD), Skyler Graver (Grade 12, welding, PASD), Alyssa Halada (grade 12, marketing, PASD), Tabitha Hardy (grade 10, marketing, PASD), John McQuail (grade 11, graphic design, JTASD), Jocelyn Muffley (grade 11, carpentry, PVSD), Samantha Nenscel (grade 9, Graphic design, PASD), Bryce Rivera (grade 12, HVAC, JTASD), Crysta Strohl (Grade 9, graphic design, PASD) CCTI Staff: Mrs. Stephanie Barto, Marketing Instructor/DECA Advisor/Cooperative Education Instructor, Mrs. Jane Farkas, Science Teacher/DECA Assistant Advisor, Mr. Joseph Farkas, Electronics Communication Engineering Technology Instructor, Mr. Jeffrey Hazelton, Carpentry Instructor/SkillsUSA Assistant Advisor, Mrs. Michele Klock, Graphic Design Instructor, Mrs. Sandi Kohutka, Instructional Aide/DECA Assistant Advisor, Mrs. Maritza Reinbold, Instructional Aide/Yearbook Advisor, Mr. William Stoudt, Substitute/DECA Assistant; Members of the Public: Ms. Kelly Bauer, PVSD parent, Ms. Desiree Burger, JTASD parent, Ms. Chrissie

Houser, WASD Parent, Mr. Al Kislak, WASD Parent, Ms. Jennifer Nenscel, PASD parent, Mr. Wilmer Redline, JTASD Board Member, Mr. George Strohl, PASD parent, Mrs. Darlene Yeakel, CCTI Authority Member, PASD; Media Representation: Linda Hurlburt, 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 21, 2019 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 (February 2019)

- A. MOTION by Ms. Fallow, SECONDED by Mr. Gryzik to approve the Treasurer’s Report for February 2019 showing a final balance of \$8,353,417.71 in the General Fund, and \$73,918.83 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. Holland - Leighton	<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"/>
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. Gryzik 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. Holland - Leighton	<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"/>
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

- DECA
 - Mrs. Stephanie Barto, DECA advisor distributed a printed list of state competitors and their finishing place to each board member in attendance as well as providing a copy for each of the home board members. She explained that 75 students joined DECA this year, with 65 students competing at the district level at LCCC, and 47 students advanced on to state competition. 25 students earned 49 medals during mini awards with 9 students advancing on to International competition in Orlando, Florida this April. She thanked Sandi Kohutka, Jane Farkas, Bill Stoudt, and Scott Bartholomew who worked tirelessly as co-advisors. She also thanked the Joint Operating Committee for allowing the students to travel to Hershey a night early due to the weather. 6 schools were not given permission to do so and were unable to compete.
 - She introduced Skyler Graver, senior welding student (PASD) who was awarded a scholarship at the DECA Day with the 76ers (a sports marketing day) in November. Skyler shared that she attended the state competition both this year and last. Last year she finished in 2nd place and was an International finalist. This year she finished in 1st place and will continue on to Internationals in April. Her project “From Heels to Steels” is focused on all things “non-traditional” for example, increasing the number of non-traditional students at the school and building awareness of non-traditional individuals in the workplace. She thanked the Joint Operating Committee for their continued support.
 - Mrs. Barto then introduced Bryce Rivera, senior HVAC student (JTASD), the vice-president of CCTI's DECA chapter. Bryce has competed at states the past three years. This year he is advancing to nationals. His project was a 45-day campaign on his cooperative education job with R.F. Ohl. He thanked the JOC for their support.
 - Carissa Burger, sophomore marketing student (JTASD) and Tabitha Hardy, sophomore marketing student (PASD) spoke next. They competed with a third partner, Kayla Nothstein, sophomore marketing student (PASD) in community service project. Their project was Lauren's 1st and Goal, also the DECA state fundraiser this year. With a 4th place win at states they will be advancing on to nationals, as well. They raised \$2,218 through their community service efforts.
 - Alyssa Halada, senior marketing student (PASD) was introduced. Alyssa, CCTI's DECA chapter president will be going to nationals for her 3rd year with her Chapter Awards project, which describes everything that CCTI as a school, does for DECA – how it is promoted, how funds are raised, etc. Alyssa and her competition partner Rebekah Lorah, junior marketing student (PASD) also submitted the online campaign, which consists of three sections – entrepreneurship, membership, and community service. Through their efforts they were one of three chapters to win the Thrive award.

- Cooperative Education
 - Mrs. Barto, Cooperative Education Instructor then took a moment to speak about co-op, as the co-op advisor. She currently has 23 students out on co-op with three preparing to go. By the end of the school year she anticipates having 30 students out. Those students who are juniors could then work over the summer, full time and then proceed right into co-op at the start of their senior year. Students are earning credits and are also earning a wage anywhere from the minimum up to \$14.00 per hour. They're making good money and gaining good experience. The employers are very happy.
 - Mr. Reinbold reiterated that 30 students is a lot to have out on co-op for a relatively small school. He also asked Mrs. Barto if 75 students enrolled in DECA was a lot. Mrs. Barto said that CCTI was the largest chapter at districts this year.
- Mr. Reinbold thanked the advisors for all of the work they do every day for their competitive students.
- SkillsUSA
 - Mr. Reinbold then introduced Jocelyn Muffley, junior carpentry student (PVSD) a SkillsUSA competitor. Jocelyn explained that her team (team of three with Kyle Edwards, senior electronics student (JTASD) and Cassidy Englert, junior carpentry student (PVSD)) is competing in Occupational Health & Safety at the state level of SkillsUSA in April. She shared that they created a scrapbook made up of 4 projects and encompassing 115 pages. The 1st project was an inspection survey of the carpentry classroom where they searched for areas to improve. They found that although each student is administered a pair of safety glasses, visitors to the classroom were not. Through this finding, safety glass holders and safety glasses were purchased for each technical area. The holders are accessible at the entrance to each area allowing the visitor quick and easy access to a pair of glasses when entering the workspace.
 - The 2nd project in their book was with regards to the safety feature of the saw stop. A table saw that will automatically stop if a human body part comes into contact with the blade preventing a cut. An instance occurred where the saw did stop and it was determined that a student was too close, preventing an injury. The saw, suggested by the safety committee is now one of two in the carpentry lab.
 - The 3rd project was meeting with the supervisor at Kovatch to discuss workplace safety. They had many of their safety procedures posted as signage on the walls. The students brought back some ideas and posted some signs on safety in the carpentry classroom.
 - The 4th and final section of the scrapbook references ALICE training. Staff is currently going through the training. Once complete student training will follow. Jocelyn shared the door lock that is in each classroom to quickly and securely lock a door should an intruder be in the building.
- PennDot Safety Contest Winners
 - A PennDot Safety Contest was brought to the attention of Mr. Reinbold by Mr. Marciante, JTASD alternate representative to the JOC. The information was then passed along to Mrs. Barto who said this was a very exciting competition that came at a really good time as many students were busy with DECA projects and this allowed the other students something creative to work on. She had Sandi Kohutka further explain. Sandi went on to explain that all of the students in marketing had to team up and come up with an innovation challenge encouraging

drivers to be safe in work zones. Out of all the teams we had competing between a.m. and p.m. students, we had two that made it as finalists. One of the teams was Carissa Burger (sophomore marketing student, JTASD), Tabitha Hardy (sophomore marketing student, PASD) and a classmate and the other team was Benjamin Roberti (sophomore marketing student, JTASD) and Gabriel Henry (junior marketing student, PASD). They traveled with Sandi to the PennDot office in Allentown to present their boards and PowerPoint presentations. They also were given a tour of the PennDot District 5 office. The students went into the room where the 42 screens are viewing multiple areas of district 5. They allowed the students to move (zoom in/out and pan) the cameras. They discussed the many jobs available through PennDot.

- Greater Lehigh Valley Auto Dealers Competition
 - Mr. Borzak reported in Mr. Resh's absence that two of his students (Michael Miller, senior auto service technology student, LASD and Austin Haydt, senior auto service technology student, PASD) finished in first place and will be moving on to the national competition in New York City with all expenses paid. More details will follow as this information just became available today.
- Computer Fair Logo Contest Winners
 - Mrs. Michele Klock, Graphic Design Instructor introduced Crysta Strohl (freshman, PASD), John McQuail (junior, JTASD), Sierra Bauer (freshman, PVSD), and Samantha Nenscel (freshman, PASD) who competed at the CLIU Media and Design competition on March 12. They participated in the graphic design logo competition. They started out by having a smaller competition within the classroom to select the strongest projects. These were then teamed up together. The competition consisted of designing a logo and then applying it to a marketing campaign with a poster, social media presence, and at least one other promotional item. They put together graphics for t-shirts and mugs. CCTI won both 1st and 2nd place. The 1st place will move onto states on May 21st in Carlisle.
- Student Representative – Bryce Rivera, Senior HVAC Student (JTASD)
 - i. Student Council
 1. Next week is our weeklong penny war, not only is this our main fundraiser, but plenty of fun is had along the way, as our technical areas battle for first place. This year ALL proceeds will be going to the Bo Tkach Foundation (once pennies are counted).
 2. Future events include a talent show, kick ball contest and possibly a social/dance.
 3. We are still working on visiting a nursing home instead of a children's hospital.
 4. As always, we continue The Micha's backpack program in the Palmerton School districts. Twenty-six children go home with breakfast, lunch and dinner for the weekend. Student council members help to deliver these backpacks once a month.
 - ii. SADD/Aevidum
 1. With February being Career and Technical Month we had the following presenters at CCTI:
 - 2/4/19 - LVH brought their distracted driving simulators
 - 2/11/19 - Brandon Williams came to speak about his addiction and recovery
 - 2/26/19- Victim's Resource Center spoke on Acquaintance Rape

3/14/19 - Domestic Violence Service Center spoke on Internet Safety and Cyber Addiction

2. We had a Flower Gram fundraiser and raised \$70.00 for the Valor House.

iii. Interact Rotary Club

1. Our Little Library is complete, thanks to our carpentry student Zoe Cotton and her teacher Mr. Hazelton. The Dimmick Memorial Library is waiting for the approval from the Jim Thorpe Borough to have it installed in Memorial Park.
2. With regards to the Dimmick Memorial Library, some Rotary members have made a few trips to the library to assist with story time for pre-k children. We are now planning an egg hunt for our next visit.
3. We continue to sell hot chocolate to raise funds. In a few short weeks we will sell Root Beer Floats - which does tend to pull in more funds.

B. Principal's Report - Mr. Brent Borzak

- The 2018-2019 school year is approaching the fourth marking period. Third marking period progress reports have been sent to all parents. 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 and other certification tests. Students at CCTI were chosen by PDE to partake in the Youth Risk Survey during March. The 2019-2020 Student/Parent handbook has been revised. The National Technical Honor Society induction ceremony will take place at CCTI on the evening of March 28th. The Spring Occupational Advisory Committee (OAC) meeting will take place on April 3rd, at CCTI. The OAC consists of members from local business and industry, who provide input to our CTE programs. Administration and guidance have been busy going through applications of new and incoming students, in addition to examining the Winter Keystone Exam scores.

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

- Team/fleet has been busy transporting students for competitions and sports.
- Had water treatment system evaluated.
- Spoke of upcoming projects to be started during summer months.

D. Business Administrator's Report - Mr. Jeffrey P. Deutsch, Business Administrator

- Department of Education Division of Food and Nutrition was in for audit of school lunch program. There were a few small advisements to update.
- Regarding the 2019-2020 budget - PVSD, PASD, and JTASD have approved.

E. Superintendent of Record Report - Mr. Jonathan J. Cleaver, Lehigh Area School District Superintendent

- Shared information regarding Career Pathways gleaned from the state conference in Hershey. There is a lot of support for career and technical education as discussed in round table discussions at the event.

Items of Business

Personnel

Substitutes Approved

- A. MOTION by Mr. Gryzik, SECONDED by Ms. Fallow that the below listed individuals be approved to substitute for the 2018-2019 school year at the established rates, as follows:

Heather Cassidy - Teacher
 Joseph Hedash* - Tutor

Note: *Pending receipt of all mandated clearances.

VOTE: YES - 5 NO - 0 ABSENT - 0 ABSTENTIONS - 0
 Motion carried.

Facilitator of Special Education Appointed

- B. MOTION by Ms. Fallow, SECONDED by Mr. Gryzik to appoint Christine J. Trovato Facilitator of Special Education under the terms and conditions of the Act 93 Administrator Compensation Plan, effective on or before May 20, 2019.

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

Motion carried.

Auto Collision Repair Instructor Appointed

- C. MOTION by Mr. Gryzik, SECONDED by Mr. Holland to appoint Joseph Boyle Auto Collision Repair Instructor, effective on or before April 8, 2019, pending clearances at a step 1 salary per the current Agreement between the Carbon Career & Technical Institute (CCTI) Joint Operating Committee and the CCTI Education Association.

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

Motion carried.

Education

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

Homebound Instruction Extended

- A. that homebound instruction be extended for student #10789 for 5 hours per week beginning February 22, 2019 through March 11, 2019.

DECA International Career development Conference Attendance Approval

- B. that nine (9) CCTI students attend the DECA International Career Development Conference April 29 – May 1, 2019 in Orlando, FL at a cost of \$8,127.00 to assist with registration, transportation, and lodging expenses.

Note: Students will each pay an additional \$158.00 as well as all meal expenses.

Chaperones Approved

- C. that Mrs. Stephanie Barto, DECA Major Advisor be approved as a chaperone for nine (9) CCTI students participating in the DECA International Career Development Conference April 29 – May 1, 2019 in Orlando, FL at a cost of \$1,685.00 to cover registration, transportation, and lodging expenses.

Greater Lehigh Valley Auto Dealers Contest Attendance Approval

- D. that two (2) senior Auto Service & Technology students attend the Greater Lehigh Valley Auto Dealers Contest on March 13, 2019 at Northampton Community College. Mr. Harold Resh, Auto Service & Technology Instructor will chaperone this event.

Greater Lehigh Valley Auto Dealers Association Managers' Meeting Attendance Approved

- E. that two (2) Auto Service & Technology students attend the Greater Lehigh Valley Auto Dealers Association Managers' Meeting for awards and scholarship presentations on March 21, 2019 at Stabler Arena, Lehigh University Campus. Mr. Harold Resh, Auto Service & Technology Instructor will chaperone this event.

Field Trip Approved

- F. that twenty (20) Culinary Arts students attend Sysco’s Food Company on April 5, 2019 in Harrisburg, PA. Chef Anthony (A.J.) Burke, Culinary Arts Instructor and Ashleigh Rehrig, Culinary Arts Instructional Aide will chaperone this event.

Note: Expenses for the trip are included in the 2018-2019 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. Holland - 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"/>
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:

Receipt of Budget Resolutions Acknowledged

- A. to acknowledge receipt of the Resolution pertinent to the 2019-2020 Proposed Operating Budget for the Carbon Career & Technical Institute calling for receipts and expenditures in the amount of \$8,528,961 as follows:

Jim Thorpe Area School District

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

Palmerton Area School District

Yes - 6, No - 1, Absent - 1, Abstentions - 1 - **Approved**

Panther Valley School District

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

Un-table Motion Approved

- B. to un-table the following motion:

to approve the CCTI Capital/Instructional Equipment Plan as presented.

CCTI Capital/Instructional Equipment Plan Approved

- C. to approve the CCTI Capital/Instructional Equipment Plan as presented.

Un-Table Motion Approved

D. to un-table the following motion:

to authorize the following 2018-2019 Budgetary transfer:

From:	10-5900 CCTI General Fund-Budgetary Reserve/Fund Balance	\$1,950,000.00
To:	CCTI Capital Projects Fund	\$1,950,000.00

2018-2019 Budgetary Transfer Authorized

E. to authorize the following 2018-2019 Budgetary transfer:

From:	10-5900 CCTI General Fund-Budgetary Reserve/Fund Balance	\$1,950,000.00
To:	CCTI Capital Projects Fund	\$1,950,000.00.

Un-Table Motion Approved

F. to un-table the following motion:

to authorize the transfer of funds in the amount of \$1,950,000 from the CCTI General Fund to the CCTI Capital Projects Fund for future CCTI building and equipment needs.

Transfer of Funds Authorized

G. to authorize the transfer of funds in the amount of \$1,950,000 from the CCTI General Fund to the CCTI Capital Projects Fund for future CCTI building and equipment needs.

ROLL CALL VOTE:	Yes	No	Absent	Abstain
Ms. Fallow - Palmerton	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mr. Holland - Leighton	<input type="checkbox"/>	<input checked="" 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 checked="" 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. Strubinger that the following motions be approved:

Extended Field Trip Medication Administration Permit Form Approved

- A. to approve the Extended Field Trip Medication Administration Permit form, as Presented.

Revised 2018-2019 CCTI Student/Teacher Calendar Approved

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

Note: The revision reflects additional snow days of January 29, 30, 31, February 12, 13, 20, 21, and March 4, 2019 with additional snow make up days of April 17, 18, June 4, 5, 6, 7, 10, and 11.

2019-2020 CCTI Student/Teacher

- C. to approve 2019-2020 CCTI Student/Teacher Calendar, as presented.

CCTI Graduation Date Approved

- D. to approve the CCTI graduation date of Tuesday, June 11, 2019. Ceremonies will be held in the Jim Thorpe Area High School.

VOTE: YES - 5 NO - 0 ABSENT - 0 ABSTENTIONS - 0
Motions carried.

Revised Job Description Approved

- E. MOTION by Mr. Gryzik, SECONDED by Mr. Strubinger to approve the revised Facilitator of Special Education job description, 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. Holland - Leighton	<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"/>
Mr. Strubinger - Jim Thorpe	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Motion carried.

Act 93 Agreement Revised

F. MOTION by Ms. Fallow, SECONDED by Mr. Gryzik to revise the Act 93 Agreement, 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. Holland - 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"/>
Mr. Strubinger - Jim Thorpe	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Motion carried.

Reports

Foundation Report Accepted

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

Note: The balance in this account stands at \$2,128.85.

VOTE: YES - 5 NO - 0 ABSENT - 0 ABSTENTIONS - 0
Motion carried.

Administrative Reports

A. MOTION by Ms. Fallow, 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 - 5 NO - 0 ABSENT - 0 ABSTENTIONS - 0
Motion carried.

Old Business

NONE

New and Miscellaneous Business

NONE

Next Regularly Scheduled Meeting:

Monday – April 15, 2019

Adjournment

Mr. Obert moved, seconded by Mr. Gryzik, that the meeting adjourn. By unanimous consent, the meeting adjourned at 7:27 PM.

Christina A. Graver
Joint Operating Committee Secretary