

Carbon Career & Technical Institute  
Joint Operating Committee Minutes

**Regular Meeting**  
**April 15, 2019**

The Carbon Career & Technical Institute Joint Operating Committee met **Monday - April 15, 2019** for a 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 6:07 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. Jeffry 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. Mr. Raniero Marciante, 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. William Mansberry, Alternate Member	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Ms. Shay Wagner, Alternate Member	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Mr. Jonathan J. Cleaver, 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: Carly Bachert (grade 12, Cosmetology, PVSD), Cassandra Bortz (grade 12, Carpentry, PASD), Paige Card (grade 12, Culinary Arts, LASD), Kaleigh Frank (grade 11, Health Medical, PASD), Meagan Gildner (grade 11, Health Medical, LASD), Skyler Graver (grade 12, Welding, PASD), Alexandria Harris (grade 10, Health Medical, JTASD), Haley Hawk (grade 12, Health Medical, LASD), Shannon Higgins (grade 12, Marketing, PASD), Sarah Moran (grade 12, Culinary Arts, JTASD), Breanna Santiago (grade 12, Culinary Arts, PVSD), Stephanie Struble (grade 10, Health Medical, JTASD); CCTI Staff: Mrs. Michele Dominic, Health Medical Instructor/HOSA Advisor, Ms. Francine Kluck, Adult Education Site Supervisor, Mr. Kevin Kuehner, Precision Machine Technology Instructor/SkillsUSA Advisor, Mr. Jeremy Pease, Drafting Design Technology Instructor/NTHS Advisor, Kevin Sowa, Teacher; Members of the Public: Ms. Chrissie Houser, WASD Parent, Mr. Al Kislan; Media Representation: Ms. Jennifer Lobasso, 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 March 21, 2019 Regular Meeting.

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

Motion carried.

**Courtesy of the Floor to Visitors**

NONE

**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.

**Administrative Reports**

A. Director’s Report – Mr. Dave Reinbold, Administrative Director

- HOSA – Mrs. Michele Dominic, HOSA Advisor
  - Mrs. Michele Dominic, Health Medical Instructor and HOSA Advisor introduced herself and thanked the JOC for their continued support. She shared training report results explaining that out of six seniors that tested, all six passed. The training report shows how CCTI students measured up against all students who tested in Pennsylvania on both their written and skills tests. On the skills portion, all six students passed with 100% on all skills tested. Other states fell at 80 or 90%. She shared how very proud she is of this class of senior students and again thanked the members of the JOC, as it is with their support that she can provide up-to-date books, equipment, clinical experiences, and job shadowing to her students.
  - Mrs. Dominic then spoke of the recent HOSA (Future Health Professionals) state competition. Out of the eleven CCTI students who competed, five of those medaled – three gold and two silver. 1<sup>st</sup> place winners were a team of sophomores from Jim Thorpe Area School District, Alexandria Harris and Stephanie Struble. Another gold medal went to Meagan Gildner a junior from Lehighton Area School District. The silver medals went to a team of two – Haley Hawk a senior from Lehighton Area School District and Kaleigh Frank, a junior form Palmerton Area School District. She said that the students are looking forward to competing at the international conference in Florida. 1<sup>st</sup>, 2<sup>nd</sup>, and 3<sup>rd</sup> place state winners will compete.

- Stephanie said that their team really came together for this competition. She explained that they each shared their personal connection to their topic of Pediatric Neuropathology. Alex thanked the members of the Joint Operating Committee for their support.
- Ms. Fallow spoke to all when she said that she is a “cheerleader” for CCTI and thanked the students for making “us” look good. She said that the students make it easy to speak highly of the school with their outstanding work.
- Kaleigh, when speaking of her team’s project said it was a lot of work with quite a bit of trial and error before reaching their finished project. She thanked those members of the CCTI staff who listened to their speech on numerous occasions and critiqued them giving them the opportunity to present as well as they did. She said that HOSA is very rewarding and allowed them to go to many symposiums where they were exposed to information and topics not necessarily available in the classroom. Haley explained what a great experience it was to compete this year as last year the event was snowed out and contestants forwarded pre-taped videos of their presentations. This year’s experience of presenting live was much more fulfilling. Kaleigh and Haley took a few moments to explain and answer questions regarding their topic of kinesthesiology.
- Meagan explained that her competition was not one of a presentation or a project but instead was a 100 multiple-choice test on anatomy and medical terminology, which included 20 additional tiebreaker questions. After placing 2<sup>nd</sup> last year, she brought home the gold medal from this year’s competition. She did not place at the international competition last year but is hopeful to do so at this year’s competition.
- Meagan shared that a week after the HOSA competition she competed with six other students at the SkillsUSA state competition in the Opening & Closing Ceremonies event earning a 2<sup>nd</sup> place win. The same team took a 3<sup>rd</sup> place win last year.
- Mr. Reinbold thanked Mrs. Dominic and said that she always does a great job with her students. He asked her to confirm that she continues to have 100% job placement. She confirmed and said that her college entrants not only enroll they finish, as well.
- Keystone Prep/Academic Accomplishments – Mr. Kevin Sowa
  - Mr. Sowa introduced himself and added that he’s been teaching at CCTI for close to 10 years. He shared that he helps the juniors prepare for Keystone testing.
  - He also will be taking a group of students to Weatherly Area High School where a Jeopardy-style competition has been held yearly for the past 5-6 years. The competition is attended by members of the 5 sending school districts, as well as CCTI. Cassandra Bortz, Carly Bachert, and Shannon Higgins, attending this evening’s meeting are looking forward to attending the competition this year.
- National Technical Honor Society – Mr. Jeremy Pease, NTHS Advisor
  - Mr. Pease thanked the members of the Joint Operating Committee and introduced two National technical Honor Society members Cassandra Bortz, Class Representative and Skyler Graver, president.
  - Cassandra shared the following:
    - Along with bi-monthly Membership Meetings and opposite bi-monthly Leadership Meetings, the National Technical Honor Society participated in several events:
    - In October, we served as tour guides during the CCTI Open House.
    - Also in October, we helped staff the CCTI Designer Bag Bingo Night.
    - In November, we held our 1<sup>st</sup> Annual Tech Area Trivia Challenge Fundraiser.
    - In December, we served as guides for the families who attended Parent/Teacher Conferences.
    - In February, we presented to the Junior Class about how to qualify for the NTHS.
    - In March, we prepared for and held our Membership Induction Ceremony.

- Tomorrow, we will be putting on an Easter Egg Hunt for the kids at St. Joseph's Pre-School.
- In late May or early June, we hope to celebrate the year with a field trip. (Details pending.)
- Skyler then spoke about the recent NTHS Induction ceremony:
  - On March 28th, Carbon Career and Technical Institute (CCTI) held its annual ceremony to induct new members into the National Technical Honor Society (NTHS). The event included tremendous support from friends, family, faculty, and staff as we celebrated the entrance of 15 new members from 7 different technical programs into our local chapter. The inductees included:
    - Cassidy Englert ('20)-Carpentry (Panther Valley)
    - Carly Kuzan ('19)-Cosmetology (Jim Thorpe)
    - Abigail Oplinger ('20)-Cosmetology (Panther Valley)
    - Avante Aybar ('20)-Culinary Arts (Lehighton)
    - Falon Smith ('20)-Culinary Arts (Panther Valley)
    - Desaree Decowski ('20) -Drafting & Design Technology {Panther Valley}
    - Hannah Dorward ('20)-Graphic Design (Palmerton)
    - Laralynn Mullen ('20)-Graphic Design (Panther Valley)
    - Sydney Christman ('20)-Health/Medical Assistant/Aide (Palmerton)
    - Kaleigh Frank ('20) -Health/Medical Assistant/Aide (Palmerton)
    - Meagan Gildner ('20)-Health/Medical Assistant/Aide {Lehighton}
    - Khamaria Harris ('20) -Health/Medical Assistant/Aide (Jim Thorpe)
    - Autumn Roth ('20)-Health/Medical Assistant/Aide (Jim Thorpe)
    - Amber Curran ('20) -Marketing/Distributive Education (Lehighton)
    - Rebekah Lorah ('20)-Marketing/Distributive Education (Palmerton)
  - The celebration began with Skyler welcoming everybody to the event and introducing Mr. Brent Borzak, CCTI's Principal, to the gathering. Mr. Borzak opened the ceremony with an explanation of the requirements for becoming a member of the NTHS and expressed his pride in the accomplishments of the new Inductees. The ceremony continued by showcasing NTHS members from the Class of 2019 as they offered their thoughts on the Attributes of an NTHS Member. At this juncture, the inductees were called forward individually by Mr. David Reinbold, CCTI's Administrative Director and were presented with their membership credentials by members of the faculty. Mr. Pease then confirmed the newly elected NTHS officers for the 2019-2020 school year.
  - The celebration was capped with a dinner buffet put together by CCTI's Culinary Arts students under the guidance of Chef A.J. Burke. Mr. Ken Walters and his staff were integral in the set-up and tear down of the event.
- SkillsUSA
  - Paige Card, Sarah Moran, and Breanna Santiago, members of the Career Pathways, Human Services Team spoke of their recent competition. Breanna explained that this was their 2<sup>nd</sup> year going as a team of three in this event. Through last year's project they worked to raise donations for Family Promise. This year they donated food, ran fundraisers, and collected money to donate to the Valor House, a local facility helping Veterans. The students incorporated the SHINE (Schools and Homes IN Education) students (5<sup>th</sup>-8<sup>th</sup> grade) into their project by teaching them how to cook and having them assist in the preparation of food for members of the Valor House. The three kept a journal as part of their competition presentation documenting the events that went into their donations and projects. Sarah shared that on the last day working with the SHINE students, the students made cards thanking the veterans for their service to our country.

Those cards were on display for the judges at the competition and were then shared with the veterans. Sarah also mentioned that “teacher dress down” days were held to assist in the raising of funds for the veterans. Paige added that a pie sale was also utilized as a fundraiser. The three, with assistance from the CCTI culinary arts students baked coconut, peanut butter, and lemon meringue pies and sold them, forwarding all profits to the Valor House. Through their efforts the three raised a total of \$565.00. Breanna shared that last year their team finished with a 3<sup>rd</sup> place but moved up to a silver medal this year. The three thanked the JOC and administration for allowing them to go not only once, but twice to compete at this event.

- Mr. Reinbold added that the SkillsUSA state competition was held last week with students competing on Thursday and the awards ceremony being held on Friday. CCTI medaled in 15 different competitions (might be a record for the school) and walked away with 6 gold (4 individuals, 1 team of 2, and 1 team of 3), 7 silvers (1 individual, 4 teams of 3, 1 team of 4, and 1 team of 7), and 2 bronze (2 teams of 3) for a total of 39 students earning medals. For a small school this is quite impressive, especially when going up against much larger schools offering many more program areas.
- Ms. Graver, SkillsUSA Assistant Advisor commented that not only do these students practice their presentations and work hard on their projects, they often have the added benefit of giving back to the community. The Human Services team was a very good example of this. Their idea was to raise funds to benefit the Valor House but they also knew that they wanted to couple that with a way to get the younger generation more involved with giving back to the older generation. This was accomplished by incorporating the SHINE students into their project. The American Spirit team also raised funds and donated clothing to the Valor House as part of their competition project and the Community Service team, as further explained by Mr. Kuehner, SkillsUSA Advisor, worked on war placards from cemeteries in Carbon County. He continued to explain that these team members took the initiative to fix the placards using their precision machining skills as well as teaming up with auto collision and welding students. English students were also involved in creating letters to accompany the placards upon their return to the families of the individual who served thanking them for the sacrifice and service to our country. This particular project will be ongoing. Monetary and material donations have been received to allow them to continue. This team was made up of underclassmen that are looking forward to continuing and enhancing their project for next year’s competition. Mr. Kuehner stressed that many of the students are setting goals for next year. This is what we want from our students.
- Mr. Kuehner in answer to Mr. Reinbold’s question reported that 8 students would be moving on to the National competition. He then took a moment to thank his assistant advisors Jeff Hazelton, Carpentry Instructor, Lisa Walck, Cosmetology Instructor, and Chris Graver, Director’s Assistant for their hard work with all students preparing for competitions.
- Mr. Reinbold said that our students step up, do the work, and want to win. After competing they ask to see their score to see where they can or could have improved. This holds true for all of our competing students in all competitions – SkillsUSA, HOSA, DECA, and many more offered through CCTI.

#### B. Principal’s Report – Mr. Brent Borzak

- In commenting on how great the speaking and presentation skills of the CCTI students are - they are remarkable. This puts our students in a leadership role. They are well-rounded students, keeping themselves to a higher standard. What these students are learning here they will take with them beyond these high school walls.
- 2018-2019 school year has successfully entered the fourth marking period. Over fifty-five CCTI

students attained perfect attendance for the 3rd marking period and seventeen students have perfect attendance for the year up to this point!

- Spring OAC was a success, as was the National Technical Honor Society induction ceremony.
- CCTI Valedictorian and Salutatorian will be selected in April.
- Prepared to deliver the NOCTI, AP and Keystone Exams, in addition to building our students career portfolios.
- In-service activities have been set for our two days of in-service in April and May.
- Annual Senior Awards Ceremony will take place on May 22nd.
- Prom, graduation and other end of the year activities are set in place.
- Administration and guidance have been very busy going through applications of new and incoming students.

C. Adult Education Report – Ms. Francine Kluck, Adult Education Site Supervisor

**Course Offerings Spring/Summer 2019**

Heartsaver® First Aid and CPR/AED	Nail Technician
Nurse Aide	Forklift
Pharmacy Technician	PA State Inspection Mechanic Certification
Welding Technology	Small Gas Engine Repair
Introduction to Precision Machining	Auto Collision
ServSafe® Exam	New! Air Conditioning Fundamentals
Cosmetology Refresher/Completion	New! Conversational Spanish
Esthetician	GED Preparation Courses

Program descriptions, orientations, and start dates are available at [www.carboncti.org/adult-education](http://www.carboncti.org/adult-education); Spring/Summer 2019 schedule available. Follow our happenings on Facebook @cctiadulted or Carbon Career and Technical Institute – Adult Education.

**Outreach and Program Development Report**

- March 27 – GED class graduation for student completers
- April 8 – Pharmacy Technician Training
- April 10- Pearson Vue Testing Center Open
- April 18- Nurse Aide Graduation
- April 25 – Forklift Certification Training
- April 25 – Nurse Aide Orientation
- May 2 – Safety Inspection Training offered
- May 15- PA Inspection Seminar/Dinner

**Program Upcoming Starts**

- Adult Education is offering a PennDot State Inspection seminar/dinner in cooperation with Hal Resh starting May 15, 2019. This program is from 5:30-8:00 p.m. and includes guest speakers; Skip Wagner- Fixed Operations Manager for PA Automotive Association, Dwayne Hunsicker- Quality Assurance Officer PennDot, and Mark Zmiejko- Quality Assurance Officer Supervisor PennDot. Garages are encouraged to attend. Topics will include; body rust, brake/rotor rust, heavy truck changes, LED, and inspection updates. Registration fee is \$20/person and includes dinner. Register online at [www.carboncti.org/pa-state-inspection](http://www.carboncti.org/pa-state-inspection).

**Grant Report - GED Classes**

- On March 27th, the GED spring graduation was held for over 60 family, friends, and graduates at CCTI. Proud of our 12 students who have passed their GED exams while attending CCTI's classes in partnership with LCCC.
- GED exam scholarships awarded - 44 GED modules to date.

**Alternative Education**

- Spring 2019 marking period concluded March 28th. Enrollment is continuing for the April marking period.

**Employment Opportunities**

- Carbon Career & Technical Institute is developing a pool of potential instructors for technical, business, and personal interest programs in the Adult Education Department.
- Currently, we are seeking GED instructors for our day/evening/prison class offerings for fall 2019.

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

- A leak has been identified in the main domestic water supply line between the meter pit and where the pipe enters the building.
- 4 weeks, beginning July 8 have been blocked and secured for vendor schedules to complete repairs. A proposal will be presented to the JOC once further investigation and pricing is concluded. This is an unforeseen capital expense.
- Met with PennDot and the Jim Thorpe Borough in reference to a water freezing issue on 903 this past winter. Several steps to address the issue have been identified.
- Began to meet with vendors for quotes on roof, concrete, and landscaping as listed on the 2019-2020 capital project budget plan.
- The house project continues to allow students the opportunity to work on a live project. The first half has been moved outside. Students have started work on the 2<sup>nd</sup> half of the construction.

**E. Business Administrator's Report - Mr. Jeffry P. Deutsch, Business Administrator**

- Nothing new to report at this time.

**Items of Business**

*Personnel*

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

**Substitute Approved**

- A. that the below listed individuals be approved to substitute for the 2018-2019 school year at the established rates, as follows:

Vasiliki (Bess) Mitsakos\* - Tutor

Note: \*Pending receipt of all mandated clearances.

**Substitute Part-Time Technology Assistant Approved**

- B. to approve Jeffrey Nietz as a substitute Part-Time Technology Assistant at the rate of \$150/day effective July 1, 2019.

**Adult Education Instructors Approved**

- C. to approve the following individuals as Adult Education Instructors on an as needed basis, at a salary of \$21.00-\$25.00 per hour effective April 16, 2018 through April 2020:

Autumn Frey  
Michele Dominic  
Tammy Marshall  
Hal C. Resh\*  
Harold Resh

\*Pending receipt of 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 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.

*Education*

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

**Half-Time Homebound Instruction Approved**

- A. that half-time homebound instruction be approved for student #10789 for 2.5 hours per week beginning April 9, 2019 through June 11, 2019.

**HOSA National Leadership Conference Attendance Approved**

- B. that five (5) Health Medical students attend the HOSA (Health Occupations Students of America) National Leadership Conference June 18-23, 2019 in Orlando, FL at a cost of \$6,073.65 to cover the cost of registration, transportation, meals, and lodging.

**HOSA National Leadership Conference Chaperone Approved**

C. that Michele Dominic, Health Medical Instructor be approved as a chaperone for five (5) Health Medical students participating in the HOSA National Leadership Conference June 18-23, 2018 in Orlando, FL at a cost of \$2,194.85 to cover the cost of registration, lodging, meals, and airfare.

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***

NONE

***Buildings & Grounds***

NONE

***Administrative***

**Advisor Salaries Approved**

MOTION by Mr. Obert to table the following:

to approve the following salaries for advisor positions for the 2019-2020 school year:

DECA/HOSA/SkillsUSA Advisors - \$2,300 ea.

Senior Class Advisor - \$2,300

Underclass Advisor (Freshmen, Sophomore, Junior - combined) - \$2,300

Student Council - \$2,300

NTHS - \$2,300

Yearbook - \$2,300

Interact Rotary - \$2,300

(con't)

SADD - \$2,300

Aevidum - \$1,600

Student Forum - \$1,600

SkillsUSA Assistant Advisors - \$1,600 ea.

DECA Assistant Advisors - \$1,600 ea.

DECA/HOSA/SkillsUSA Assistant Advisor - \$1,600

MOTION fails for lack of a SECOND.

A. MOTION by Mr. Gryzik, SECONDED by Ms. Fallow to approve the following salaries for advisor positions for the 2019-2020 school year:

DECA/HOSA/SkillsUSA Advisors - \$2,300 ea.

Senior Class Advisor - \$2,300

Underclass Advisor (Freshmen, Sophomore, Junior - combined) - \$2,300

Student Council - \$2,300

NTHS - \$2,300

Yearbook - \$2,300

Interact Rotary - \$2,300

SADD - \$2,300

Aevidum - \$1,600

Student Forum - \$1,600

SkillsUSA Assistant Advisors - \$1,600 ea.

DECA Assistant Advisors - \$1,600 ea.

DECA/HOSA/SkillsUSA Assistant Advisor - \$1,600

Note: This salary schedule is based on a formula using sending schools current salary schedules.

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 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"/>

Motion carried.

**SkillsUSA National Competition Approval to Commence Planning**

- B. MOTION by Mr. Gryzik, SECONDED by Ms. Fallow to grant permission to the Administrative Director to move forward with making the necessary arrangements for the SkillsUSA National Competition.

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

Motion carried.

**Reports**

**Foundation Report Accepted**

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

Note: The balance in this account stands at \$2,132.91.

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

Motion carried.

**Old Business**

NONE

**New and Miscellaneous Business**

NONE

**Next Re-Scheduled Meeting:**

**Thursday – May 23, 2019**

**Adjournment**

Ms. Fallow moved, seconded by Mr. Gryzik, that the meeting adjourn. By unanimous consent, the meeting adjourned at 7:04 PM.

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Christina A. Graver  
Joint Operating Committee Secretary