

Carbon Career & Technical Institute
 Joint Operating Committee Agenda
Regular Meeting
July 18, 2019

I. Call to Order - Chairman

II. Salute to the Flag

III. Roll Call

	Present	Absent
Mr. Gerald Strubinger, Chairman	<input type="checkbox"/>	<input type="checkbox"/>
Mr. Wayne Gryzik, Vice-Chairman	<input type="checkbox"/>	<input type="checkbox"/>
Mr. Andrew Yenser, Member	<input type="checkbox"/>	<input type="checkbox"/>
Ms. Kathy Fallow, Member	<input type="checkbox"/>	<input type="checkbox"/>
Mr. Chad M. Obert, Member	<input type="checkbox"/>	<input type="checkbox"/>
Mr. David Reinbold, Administrative Director	<input type="checkbox"/>	<input type="checkbox"/>
Mr. Brent Borzak, Principal	<input type="checkbox"/>	<input type="checkbox"/>
Mr. Jeffry Deutsch, Bus. Administrator/Treasurer	<input type="checkbox"/>	<input type="checkbox"/>
Mr. Ken Walters, Supervisor of Bldg. & Grounds	<input type="checkbox"/>	<input type="checkbox"/>
Ms. Elizabeth Porter, Facilitator of Special Education	<input type="checkbox"/>	<input type="checkbox"/>
Mrs. Christine Trovato, Facilitator of Special Education	<input type="checkbox"/>	<input type="checkbox"/>
Mrs. Margaret Kalogerakis, Coordinator of School Improvement	<input type="checkbox"/>	<input type="checkbox"/>
Mr. Raniero Marciante, Alternate Member	<input type="checkbox"/>	<input type="checkbox"/>
Mr. Stephen L. Holland, Alternate Member	<input type="checkbox"/>	<input type="checkbox"/>
Mr. Joshua Smale, Alternate Member	<input type="checkbox"/>	<input type="checkbox"/>
Mr. William Mansberry, Alternate Member	<input type="checkbox"/>	<input type="checkbox"/>
Ms. Shay Wagner, Alternate Member	<input type="checkbox"/>	<input type="checkbox"/>
Mr. Jonathan J. Cleaver, Superintendent of Record	<input type="checkbox"/>	<input type="checkbox"/>
Attorney Robert T. Yurchak, Solicitor	<input type="checkbox"/>	<input type="checkbox"/>
Mrs. Christina A. Graver, Secretary	<input type="checkbox"/>	<input type="checkbox"/>

IV. The Committee met in Executive Session prior to the meeting to discuss personnel, litigation, and negotiation items.

V. **Approval of Minutes**

A. MOTION by _____, SECONDED by _____ to approve the Minutes of the June 20, 2019 Regular Meeting. (Encl. 1)

VOTE: YES - _____ NO - _____ ABSENT - _____ ABSTENTIONS - _____

VI. **Courtesy of the Floor to Visitors**

VII. **Approval of Payment of Bills**

A. MOTION by _____, SECONDED by _____ to approve Payment of Bills - General Fund and Other Accounts. (Encl. 2)

Note: Committee Members with questions or requesting a copy of any payment, please contact the CCTI Business Office prior to the scheduled meeting.

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"/>

VIII. **Administrative Reports**

- A. Director's Report - Mr. Dave Reinbold, Administrative Director
 - a. Kevin Kuehner, SkillsUSA Advisor - SkillsUSA National Leadership and Skills Conference
 - b. Summer Math Academy
 - c. Non-Traditional Camp
 - d. HOSA
- B. Principal's Report - Mr. Brent Borzak
 - a. Course Handbook
- C. Building and Grounds Report - Mr. Ken Walters, Supervisor of Buildings and Grounds
 - a. Water line
 - b. Paving
 - c. Hot Water Heater
 - d. Fire Suppression Systems
- D. Business Administrator's Report - Mr. Jeffry P. Deutsch, Business Administrator
- E. Superintendent of Record Report - Mr. Jonathan J. Cleaver, Lehighton Area School District Superintendent

IX. **Items of Business**

Personnel

- A. MOTION by _____, SECONDED by _____ that Dr. Deborah Smith (Switchback Medical Center, Inc., Jim Thorpe, PA) be appointed School Physician for the 2019-2020 school year, as per Article XIV, School Health Services of the PA School Code of 1949, at a rate of \$10.00 per individual school (student) examination.

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"/>

- B. MOTION by _____, SECONDED by _____ to appoint the law firm of King, Spry, Herman, Freund & Faul LLC for specialized work projects for the 2019-2020 fiscal year on an as-needed basis at a rate to be negotiated.

VOTE: YES - _____ NO - _____ ABSENT - _____ ABSTENTIONS - _____

- C. MOTION by _____, SECONDED by _____ that David Reinbold be appointed Records Retention Officer for the Carbon Career & Technical Institute for the 2019-2020 school year.

VOTE: YES - _____ NO - _____ ABSENT - _____ ABSTENTIONS - _____

- D. MOTION by _____, SECONDED by _____ to grant the following individuals a "Professional Employee Contract" and tenure status:

Anthony (A.J.) Burke, Culinary Arts Instructor
Jacquelyn Cole, English Teacher
Justin Pshar, Math Teacher

VOTE: YES - _____ NO - _____ ABSENT - _____ ABSTENTIONS - _____

Education

- A. MOTION by _____, SECONDED by _____ to continue a Cosmetology Scholarship Program for CCTI graduates to attain the PA Cosmetology Board Instructor/ Manager License within the CCTI program.

Note: There will be no cost to the school for this service. At least ten AVTS's across PA offer this opportunity.

VOTE: YES - _____ NO - _____ ABSENT - _____ ABSTENTIONS - _____

- B. MOTION by _____, SECONDED by _____ to approve the CCTI Course Handbook updates, as presented.

VOTE: YES - _____ NO - _____ ABSENT - _____ ABSTENTIONS - _____

Budget & Finance

- A. MOTION by _____, SECONDED by _____ that lunch prices for the 2019-2020 school year be established as follows:

Students -	Type A -	\$2.60
	Reduced -	.40
Adults -		\$5.00

VOTE: YES - _____ NO - _____ ABSENT - _____ ABSTENTIONS - _____

- B. MOTION by _____, SECONDED by _____ that Zimmerman's Dairy (Lehighon, PA) be retained as the CCTI Milk/Juice Supplier for the 2019-2020 school year. Prices for milk and juice shall remain the same as quoted for the 2018-2019 school year. Milk prices are established by the PA Milk Marketing Board.

VOTE: YES - _____ NO - _____ ABSENT - _____ ABSTENTIONS - _____

- C. MOTION by _____, SECONDED by _____ that Transportation Contracts be approved with the following Contractors for 2019-2020, noting that each Contractor will be paid any cost for gasoline used to fulfill the terms of this contract which exceed \$2.00 per gallon:

Jim Thorpe Area School District (410 Center Avenue, Jim Thorpe)
2019-2020 - \$52.00/day per bus

George's Transportation Company, Inc. (84 Ashtown Drive, Lehighon)
(Lehighon Area School District)
2019-2020 - \$92.00/day per bus

George's Transportation Company, Inc. (84 Ashtown Drive, Lehighton)
(Lehighton Area School District - Mid-Day Run)
2019-2020 - \$91.00/day per bus

Leon George II School Buses, Inc. (660 Delaware Avenue, Palmerton)
(Palmerton Area School District)
2019-2020 - \$227.00/day per bus

Panther Valley School District (1 Panther Way, Lansford)
2019-2020 - \$96.00/day per bus

Weatherly Area School District (602 Sixth Street, Weatherly)
2019-2020 - \$140.00/day per bus

VOTE: YES - _____ NO - _____ ABSENT - _____ ABSTENTIONS - _____

- D. MOTION by _____, SECONDED by _____ 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**

Lehighton Area School District

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

(Encl. 3)

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**

VOTE: YES - _____ NO - _____ ABSENT - _____ ABSTENTIONS - _____

- E. MOTION by _____, SECONDED by _____ to approve the following out of county tuition rates (non-Special Education) for the 2019-2020 school year:

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

Note: Rates reflect no increase from previous year.

VOTE: YES - _____ NO - _____ ABSENT - _____ ABSTENTIONS - _____

F. MOTION by _____, SECONDED by _____ to approve the following out of county tuition rates (Special Education) for the 2019-2020 school year:

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

Note: Rates reflect no increase from previous year.

VOTE: YES - _____ NO - _____ ABSENT - _____ ABSTENTIONS - _____

Buildings & Grounds

NONE

Administrative

NONE

X. Reports

A. MOTION by _____ SECONDED by _____ to accept the Carbon Career & Technical Institute Foundation Report, as presented. (Encl. 4)

Note: The balance in this account stands at \$1,744.67.

VOTE: YES - _____ NO - _____ ABSENT - _____ ABSTENTIONS - _____

XI. Administrative Reports

A. MOTION by _____, SECONDED by _____ to accept Administrative Reports from the following:

a. Mr. Brent Borzak, Principal (End. 5)

VOTE: YES - _____ NO - _____ ABSENT - _____ ABSTENTIONS - _____

XII. Old Business

XIII. New and Miscellaneous Business

XIV. Next Regularly Scheduled Meeting: Thursday – August 15, 2019

XV. Adjournment