

Carbon Career & Technical Institute
Joint Operating Committee Minutes

Regular Meeting
January 16, 2020

The Carbon Career & Technical Institute Joint Operating Committee met **Thursday - January 16, 2020** 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 6:06 PM with the Secretary being present.

	Present	Absent
Mr. Gerald Strubinger, Chairman	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Mr. Nathan Foeller, Member	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Ms. Kathy Fallow, Member	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Mr. William Mansberry, Vice-Chairman	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Mrs. April Walters, 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 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"/>
Mrs. Christine Trovato, 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. Paul Montemuro, Alternate Member (7:00 p.m. arrival)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Mr. Stephen L. Holland, Alternate Member	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Mr. Earl Paules, Alternate Member	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Mr. Marco D'Ancona, Alternate Member	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Mr. Thomas J. Connors, Jr., Alternate Member	<input type="checkbox"/>	<input checked="" type="checkbox"/>
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: Peyton Burns, Junior Cosmetology Student (PVSD), Nevin Garey, Sophomore Marketing/Distributive Education Student (JTASD), Kadin German, Sophomore Marketing/Distributive Education Student (PASD), Victoria Hetrick, Senior Graphic Design Student (PASD), Laralynn Mullen, Senior Graphic Design Student (PVSD), Hannah Reed, Junior Graphic Design Student (PVSD), Hannah Schappell, Senior Cosmetology Student (LASD), Austin Schweibinz, Junior Precision Machine Technology Student (LASD), Justin Wyffels, Senior Marketing/Distributive Education Student (WASD); Members of the Public: Terry Reed, Parent, Samantha Sabol, Parent, Catherine Zimmerman, Parent; CCTI Staff: Kevin Kuehner, Precision Machine Technology Instructor/SkillsUSA Advisor, Jeremy Pease, Drafting and Design Technology Instructor/National Technical Honor Society

(con't)

Advisor, Nate Rinda, Director of Technology/SkillsUSA Assistant
 Advisor, Lisa Walck, Cosmetology Instructor/SkillsUSA Assistant
 Advisor, Frank DeMatto, School Police Officer

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

Approval of Minutes

- A. MOTION by Mr. Foeller, SECONDED by Mrs. Walters to approve the Minutes of the December 17, 2019 Re-scheduled Reorganization and Regular Meeting.

VOTE: YES - 3 NO - 0 ABSENT - 2 ABSTENTIONS - 0

Motion carried.

Courtesy of the Floor to Visitors

NONE

Approval of Treasurer’s Report (December 2019)

- A. MOTION by Mr. Foeller, SECONDED by Mrs. Walters to approve the Treasurer’s Report for December 2019 showing a final balance of \$5,852,765.37 in the General Fund, and \$90,240.37 in the Student Activities Account.

ROLL CALL VOTE:	Yes	No	Absent	Abstain
Ms. Fallow - Palmerton	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Mr. Foeller - Lehighnton	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mrs. Walters - Weatherly	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mr. Mansberry - Panther Valley	<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 Mrs. Walters, SECONDED by Mr. Foeller to approve Payment of Bills - General Fund and Other Accounts.

ROLL CALL VOTE:	Yes	No	Absent	Abstain
Ms. Fallow - Palmerton	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Mr. Foeller - Lehighnton	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mrs. Walters - Weatherly	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mr. Mansberry - Panther Valley	<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

a. SkillsUSA Community Service Team

- i. Kadin German, Sophomore Marketing student (Palmerton ASD) and Austin Schweibinz, Junior Precision Machine Technology student (Lehighton ASD) members of the three person Community Service Project team (Kayla Nothstein, Junior Marketing student, Palmerton ASD was not present) shared the following information with respect to their project:

1. The CCTI SkillsUSA Chapter was very heavyhearted when we were informed that Jaden Leiby, a North Schuylkill High School football player was injured in the football game on October 25th, 2019 against Pottsville High School. The advisors and the students joined together because we knew we wanted to do something to help out Jaden and his family with the medical expenses. We joined together to form the CCTI SkillsUSA Community Service Project team. We sat down and were brainstorming some ideas of ways we could raise money for Jaden and his family, and here are just a few of the ideas we had and the events we held to do that. The first event we held was selling the Jaden T-shirts at \$10 each and bracelets at \$2 each. We sold a total of \$560 in T-shirts, and \$48 in bracelets, for a total of \$608 total for Jaden. The next event we held was Staff Dress-Down Day. We held this event every Friday in November. Staff members paid \$5 for each Friday or \$20 for every Friday in November. We raised a total of \$285 from this event. The next and most recent event we held was the spaghetti dinner, and this was our biggest event so far. We had the options of all you can eat dine-in for \$15 per person, or take out for \$10 per person. We had a total 32 people dine in for a total of \$480 and 61 people for take out for a total of \$620. We raised a total of \$1,087 from the spaghetti dinner. Throughout these events we have used the resources available to us through the school. For example, for the Staff Dress-Down Day and for the spaghetti dinner our marketing students made flyers, and for the spaghetti dinner our marketing students went out and hung up the flyers throughout the county. We also faxed the flyers to multiple schools and their football teams such as Lehighton Area High School, Palmerton Area High School, Tamaqua Area High School, North Schuylkill High School, Panther Valley High School, and Jim Thorpe Area High School. For the spaghetti dinner we used our Culinary Arts department to make the spaghetti, and run the serving part of the night. We plan to host more events to raise money for the family in the future. As of today we have raised a total of \$1,400 through all of our events and also through donations.

- b. SkillsUSA District Competition – Mr. Kevin Kuehner, Advisor and Mr. Nate Rinda and Mrs. Lisa Walck, Assistant Advisors were present at this evening’s meeting (Mr. Jeff Hazelton is also a co-advisor for SkillsUSA)
 - i. Mr. Kuehner gave a brief explanation of SkillsUSA stating that it is the “Olympics of the technical schools.” He shared that there are both hands-on competitions as well as soft-skills competitions. At this year’s District competition events, CCTI students finished with 14 gold, 18 silver, and 7 bronze medals. The students placing 1st will continue on to the state level of competition to be held Wednesday, Thursday, and Friday of the 3rd week in April in Hershey, PA. Mr. Reinbold added that CCTI medaled in 80% of the competitions entered.
 - ii. Mr. Kuehner introduced Hannah Reed, Junior Graphic Design student (Panther Valley SD) who competed in the Pin Design competition to share her experience. Hannah shared that she took 1st place in the competition and would be advancing to the state level. She brought her competition board showing her winning pin design which depicted concepts of both Pennsylvania and SkillsUSA. She explained that her color choice introduced Pennsylvania’s state colors and that she chose the iconic scenery of the steam train and the pine trees to represent Pennsylvania, as well. She walked the listeners through the process from conception through design and finished with her competition requirements. Hannah said that the overall design took her over a month to create.
 - iii. Mrs. Walck introduced two cosmetology students who also participated at the district level for SkillsUSA.
 - 1. Hannah Schappell, Senior Cosmetology student (Lehighton ASD) competed in the Cosmetology event. Hannah shared that her event consisted of completing a haircut as well as an updo. She brought her mannequin head to share her updo with the members of the JOC. Hannah earned a silver medal for her efforts and thanked the Joint Operating Committee for allowing her the opportunity to go to the event and compete. She also thanked Mrs. Walck, Cosmetology Instructor for helping her prepare.
 - 2. Peyton Burns, Junior Cosmetology student (Panther Valley SD) shared the following about her experience at the SkillsUSA District competition:
 - a. My experience at SkillsUSA was amazing. I think the SkillsUSA competition is so much more than just winning a medal. It teaches many valuable skills. For example time management and responsibility. It also gives you many great opportunities to meet new people and experience all of the different techniques they apply. SkillsUSA personally helped me boost my self-confidence and believe in myself and my skills. My competition was Nail Care. I took everything I had learned throughout the two and a half years in cosmetology and applied it immediately. I was a last minute fill in and I had big shoes to fill. It took a lot of hard work and patience to be able to learn in such a short amount of time. SkillsUSA also teaches persistence in my opinion. It gives you the feeling of

never wanting to quit because the end results will be worth it. I placed second in my competition category due to having this idea in my head. I had such a fun time at SkillsUSA alongside all of the contestants who participated from our school. From getting on the van to go down to just sitting through the awards ceremony it was truly a great experience for me. Thank you CCTI and the school board for allowing me to participate in the SkillsUSA competition! And I can't wait to participate again next year!

- iv. Justin Wyffels, Senior Marketing student (Weatherly ASD) competed in the Customer Service event at the District level of SkillsUSA. He explained that his event consisted of a 30 question test on customer service based questions. For example, how to introduce yourself when answering the phone. In the second part of his competition he was given two different scenarios and then asked how he would react to the situation and why. Through his efforts, Justin earned a gold medal and will move on to the state level of competition.
- v. Mr. Reinbold thanked the four SkillsUSA Advisors and distributed a complete list of medal winners to the Joint Operating Committee members to share with their home school boards.
- c. Jr. Achievement Field Trip
 - i. Kadin German attended the Junior Achievement field trip in Pittston, PA this past December. He said the experience was very cool and taught him about money and taxes in a different career path from the one he is following at CCTI. He said that each of the participants completed a form to show what they would like to do after high school. He said it was interesting and funny to see the career paths that it projected for some students as well as whether or not they had a family. Kadin's career path was a machinist. After receiving their career information, they continued on to a bill paying station to learn with what bills they would be faced – health care and miscellaneous expenses like going out to eat, etc. They were each given a budget and shown how much money they would have after taxes and other expenses. This exercise showed the students how some had extra funds to purchase what they wanted while others struggled to get everything paid. Kadin said they learned how to save, budget, and see how much life costs, in general.
 - ii. Kadin also shared that as a Marketing student he recently participated in the DECA District competition placing 5th out of 14 in Principles of Marketing. He will be competing at the state level in Hershey.
- d. DECA
 - i. Nevin Garey, Sophomore Marketing student (Jim Thorpe ASD) shared her recent experience at the DECA District competition. Nevin placed 3rd in Principles of Hospitality and Tourism. There were eleven competitors in this event at the Lehigh Carbon Community College main campus in Schnecksville. Nevin shared what a great experience participating and competing was for her. She was able to meet new people as well as familiarize herself with what LCCC's campus has to offer. She is very excited to move on to the state level of competition in February. Nevin shared that DECA has helped her to be more open and comfortable talking

in front of strangers. She feels DECA has helped to give her more confidence in herself, as well. CCTI had sixty (60) student competitors at the District level, forty-six (46) of those competitors will continue on to the state competition in Hershey.

- ii. Justin Wyffels shared his experience at the DECA District competition where he finished with a 2nd place win in the Apparel & Accessories Marketing event. He and his teammate Victoria (Ashton) Hetrick, Senior Graphic Design student (Palmerton ASD) explained that they are currently working on their DECA states paper that entails a full-blown start-up business called Matches Game Café. Matches is the brainchild of two major industries, gaming and food service. The menu and layout of Matches will be that of your typical café, but the names of the food will be references to tabletop games and video games alike. As for the actual gaming aspect Matches will incorporate video games and tabletop games into the café aesthetic seamlessly. Justin said that they believe their idea and dedication to the project will take them to nationals.
- e. National Technical Honor Society
 - i. Mr. Jeremy Pease, NTHS Advisor introduced himself and stated that he currently has 13 members all of whom have been working hard trying to make a difference in their school and community. He then introduced Laralynn Mullen, Senior Graphic Design student (Panther Valley SD) and NTHS Reporter who shared the following:
 1. NTHS served as Tour Guides for the Open House and for Parent/Teacher Conferences.
 2. NTHS helped with the Designer Bag Bingo Fundraiser.
 3. NTHS sold CountryMeat Meat Sticks which funded a \$500 donation to St. Jude Children's Research Hospital.
 4. NTHS members are applying to colleges and for scholarships.
 5. NTHS is preparing for the Induction Ceremony on 3/26/20. (You are all invited to celebrate with us!)

B. Principal's Report – Mr. Brent Borzak

In Mr. Borzak's absence, the following written report was shared:

- a. The 2019-2020 school year has progressed into the new decade. We are anticipating a successful second half of the school year. The students, staff and administration are focused on working towards our school wide-goals. CCTI is administrating the Winter Wave II of the Keystone Exams. On January 22nd, CCTI will be hosting a FAFSA day, during the school day for parents. In February, we will be celebrating Career and Technical Education Month at CCTI with various activities, including multiple presentations involving topics related to teen issues and other topics.

C. Adult Education Report – Ms. Francine Kluck, Adult Education Site Supervisor
Course Offerings Spring/Summer 2020

Air Conditioning Fundamentals	Nail Technician
Heartsaver® First Aid and CPR/AED	Esthetician
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! Conversational Spanish
Cosmetology Refresher/Completion	GED Preparation Courses

Proram descriptions, orientations, and start dates are available at www.carboncti.org/adult-education; Spring/Summer 2020 schedule available. Follow our happenings on Facebook @cctiadulted or Carbon Career and Technical Institute – Adult Education.

Outreach and Program Development Report

- December 19 - PennDOT Safety Inspection program – Site Visit
- December 19 - Adult Education Nurse Aide program audit PDE, Harrisburg
- January 6 - GED Classes resume at the Lehighton High School
- January 9 - Pearson Vue Testing Center Open
- January 9 - GED orientation at Carbon County Correctional Facility
- January 9 - Nurse Aide Orientation
- January 13 - Nurse Aide Class Starts
- January 14 - GED classes resume day/evening CCTI and prison
- January 14- GED CCTI Staff Program Improvement Team meeting with Lehigh Carbon Community College

Grant Report – GED Classes

- GED class for spring 2019 started January 6 and 14 at LASD, CCTI days/evenings and the Carbon County Prison.
- GED exam scholarships awarded for GED testing January 9, 2020.

GED Admin – Pearson Testing Center

- Participant registration is open for GED testing January 9, 2020.

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. Please contact me if you have interest in teaching.

D. Facilitator of Special Education Report – Mrs. Christine Trovato, Facilitator of Special Education

In Mrs. Trovato's absence, the following written report was shared:

Special Education numbers - 99 students

Weatherly ASD - 8
Jim Thorpe ASD - 18
Lehighton ASD - 26
Palmerton ASD - 31
Panther Valley SD - 16

504 Students - 20 total

What's happening?

- Keystones January 7-14th
- End of Q2- January 16th Quarterly IEP goal report of progress will be provided to the parents.
- The scheduled meeting with a representative from the *ARC of the Lehigh Valley* was canceled due to the snow day, therefore will need to be rescheduled. Information will follow. The purpose is to obtain information regarding how CCTI students with special needs can benefit from a grant titled, "*We have your back*".

Looking forward...

- The team at CCTI is interested in broadening research of various Crisis Intervention Programs being used by other schools. Programs to consider are designed to help staff develop skills to safely use de-escalation techniques to prevent and control crisis events and emotional issues.
Programs to consider: CPI, TACT2, Right Response

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

- a. Fire suppression system for paint booth and paint mixing room in Auto Collision Repair was completed over the winter break.
- b. Fleet of all ten (10) student transportation vehicles have been inspected and serviced as required by the state to be done every 6 months.
- c. Upgrades to the generator have been done over the winter break for preventative maintenance. Ours is currently operating at peak performance with no downtime to the school or students.
- d. Completed roof replacement on maintenance buildings.
- e. Received a \$5,000 donation from the Bowmanstown Rod & Gun Club which will enable CCTI to purchase two Henlink Source Welding Arms for our dust collection system in our welding booths. We have 22 welding stations. This donation will allow us to partially off-set future capital expenditure and test two arms before making further purchases. Mr. Walters stated that this is an outstanding donation from the Bowmanstown Rod & Gun Club.

- F. Business Administrator's Report – Mr. Jeffry P. Deutsch, Business Administrator
- a. With regards to the 2020-2021 budget, last month the JOC approved forwarding the budget to the sending school districts. Last week Mr. Deutsch delivered budget books to all five sending districts for their review. The upcoming year will show 8.7 million dollars in expenditures with approximately 6.3 million in funding from the districts. The 2020-2021 budget will mark the 7th consecutive year with no overall increase to the districts. Three of the districts (Jim Thorpe, Lehighton, and Weatherly) will show a reduction in funding while Palmerton and Panther Valley will show a slight increase – again, with no overall increase to the 5 districts. Mr. Deutsch distributed a fund balance schedule for the past five years. The schedule shows the surplus decreasing each year. He explained that this current year will be the 1st to show a deficit of approximately \$200,000 with the 2020-2021 year, unless something changes, showing a deficit, as well. The fund balance will off-set this deficit.
 - b. Mr. Deutsch explained that the 5 sending schools may start voting on the budget. CCTI will need 4 out of 5 of the districts to approve the budget with 25 of 45 members approving. Districts may start voting as early as February. Mr. Deutsch suggested that members gather questions and bring them to him and/or Mr. Reinbold. He also shared that they may request him and Mr. Reinbold to come to their school board meeting to answer any questions their board members may have.
 - c. Mr. Foeller asked for and received a brief explanation of the Capital Fund. The Capital fund is a separate fund utilized for equipment and building needs. CCTI follows a projected capital plan which they update and share with the JOC members twice a year.
 - d. Mr. Reinbold reiterated that if members are hearing information that does not match that which they are learning this evening, they should be sure to contact Mr. Deutsch or him for clarification and explanation as last year the budget was delayed due to misunderstandings and misconceptions.

Letter of Appointment

- A. MOTION by Mrs. Walters, SECONDED by Mr. Foeller to acknowledge receipt of the Letter of Appointment to the Carbon Career & Technical Institute Authority (5-Year Term), January 2020 through December 2024):

Jim Thorpe Area School District – Cindy Lesisko-Henning

VOTE: YES - 3 NO - 0 ABSENT - 2 ABSTENTIONS - 0

Motion carried.

Items of Business

Personnel

MOTION by Mr. Foeller, SECONDED by Mrs. Walters that the following motions be approved:

Adult Education Welding Instructor Approved

- A. to approve Thomas Bartholomew as Adult Education Welding Instructor on an as needed basis, at a salary of \$21.00 per hour effective February 1, 2020 through February 2021.

Letter of Resignation Accepted

- B. to accept the letter of resignation received from Dennis Kergick (Panther Valley School District Superintendent), as Superintendent of Record.

Family Medical Leave Time Approved

- C. to approve Family Medical Leave time for employee #11546, effective January 27, 2020 through March 3, 2020.

Letter of Resignation Accepted

- D. to accept the letter of resignation from George Cope, Electrical Distribution and Automation/Electrician Instructor effective March 3, 2020, as presented.

Assistant to the Director of Technology – Student Support Services Reappointed

- E. to reappoint JamiLynn McFarland Assistant to the Director of Technology– Student Support Services, effective January 2, 2020 through January 1, 2021 per the Employment Agreement with the CCTI Joint Operating Committee.

Adult Education Air Conditioning Instructor Approved

- F. to approve Kenneth Reiter as Adult Education Air Conditioning Instructor on an as needed basis, at a salary of \$21.00 per hour effective February 1, 2020 through February 2021.

ROLL CALL VOTE:

	Yes	No	Absent	Abstain
Ms. Fallow - Palmerton	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Mr. Foeller - Lehighton	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mrs. Walters - Weatherly	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mr. Mansberry - Panther Valley	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Mr. Strubinger - Jim Thorpe	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Motions carried.

Education

MOTION by Mr. Foeller, SECONDED by Mrs. Walters that the following motions be approved:

Field Trip Approved

- A. that seven (7) CCTI Cosmetology students attend the IBS (International Beauty Show) New York Hair Show March 10 & 11, 2020 at the Jacob Javits Center, New York, NY at a cost of \$1,447 to cover ticket and lodging expenses. Mrs. Lisa Walck, Cosmetology Instructor and Ms. Tammy Marshall, Cosmetology Instructional Aide will chaperone this event.

Note: Expenses for the trip are included in the 2019-2020 General Fund Budget.

Field Trip Approved

- B. that fifteen (15) Carpentry students attend Toll Brothers Home Builder National Groundhog Job Shadow Day, February 7, 2020 in South Whitehall, PA. Mr. Jeffrey Hazelton, Carpentry Instructor and Mr. Walter O'Donnell, Carpentry Instructional Aide will chaperone this event.

Field Trip Approved

- C. that thirty to thirty-five (30-35) CCTI students attend Shriners Hospitals for Children February 13, 2020, Philadelphia, PA at a cost of \$800 to cover transportation. Mrs. Margaret Kalogerakis, Coordinator of School Improvement, Mrs. Michele Dominic, Health Medical Instructor, and Mr. Scott Bartholomew, Special Education Teacher will chaperone this event.

ROLL CALL VOTE:

	Yes	No	Absent	Abstain
Ms. Fallow - Palmerton	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Mr. Foeller - Lehighton	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mrs. Walters - Weatherly	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mr. Mansberry - Panther Valley	<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

NONE

Buildings & Grounds

NONE

Administrative

MOTION by Mr. Foeller, SECONDED by Mr. Strubinger that the following motions be approved:

Conference Attendance Approved

- A. that Brent Borzak, Principal attend the Aspiring to Leadership Workshop January 31, 2020 at the PASA (Pennsylvania Association of School Administrators) Office, Harrisburg, PA at a cost of \$249.00 to cover the expense of registration and lodging.

Revised 2019-2020 CCTI Student/Teacher Calendar Approved

- B. to approve the revised 2019-2020 CCTI Student/Teacher Calendar, as presented.

Note: The revision reflects a snow day of December 17, 2019 and January 8, 2020 with snow make up days of February 13, 2020 and April 8, 2020.

ROLL CALL VOTE:	Yes	No	Absent	Abstain
Ms. Fallow - Palmerton	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Mr. Foeller - Lehighton	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mrs. Walters - Weatherly	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mr. Mansberry - Panther Valley	<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 Acknowledged

- A. MOTION by Mr. Foeller SECONDED by Mrs. Walters to accept the Carbon Career & Technical Institute Foundation Report, as presented.

Note: The balance in this account stands at \$1,761.08.

VOTE: YES - 3 NO - 0 ABSENT - 2 ABSTENTIONS - 0
Motion carried.

Administrative Reports

- A. MOTION by Mrs. Walters, SECONDED by Mr. Foeller to accept Administrative Reports from the following:
- a. Mr. Brent Borzak, Principal
 - b. Mrs. Christine Trovato, Facilitator of Special Education
 - c. Ms. Francine Kluck, Adult Education Site Supervisor

VOTE: YES - 3 NO - 0 ABSENT - 2 ABSTENTIONS - 0

Old Business

NONE

New and Miscellaneous Business

- A. MOTION by Mr. Foeller, SECONDED by Mrs. Walters to acknowledge receipt of letter and monetary donation of \$5,000 from the Bowmanstown Rod & Gun Club, Palmerton, PA

VOTE: YES - 3 NO - 0 ABSENT - 2 ABSTENTIONS - 0

Motion carried.

- Mr. Paul Montemuro, Jim Thorpe Area School Board member and alternate member to the CCTI Joint Operating Committee introduced himself and shared that he is working to allow Jim Thorpe students to attend CCTI on a half-time basis if they so choose. Currently Jim Thorpe only allows students to attend full-time. Mr. Reinbold expressed that CCTI is always open to the half-time attendance option. He reminded Mr. Montemuro that applications are due to CCTI by March 1st. Mr. Montemuro expressed that he will work to push this through their board as he wishes to promote giving students more options for their future. Mr. Reinbold shared that should members have any questions, they may contact him or Mr. Borzak, Principal.
- Mr. Montemuro also complimented Mr. Deutsch, Business Administrator on his budget book and process.

Next Regularly Scheduled Meeting:

Thursday – February 20, 2020

Adjournment

Mr. Foeller moved, seconded by Mrs. Walters, that the meeting adjourn. By unanimous consent, the meeting adjourned at 7:14 PM.

Christina A. Graver
Joint Operating Committee Substitute