

Carbon Career & Technical Institute
 Joint Operating Committee Agenda

**Regular Meeting
 January 21, 2021**

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. Nathan Foeller, Member	<input type="checkbox"/>	<input type="checkbox"/>
Ms. Kathy Fallow, Member	<input type="checkbox"/>	<input type="checkbox"/>
Mr. William Mansberry, Vice-Chairman	<input type="checkbox"/>	<input type="checkbox"/>
Mrs. April Walters, 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"/>
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"/>
Jim Thorpe ASD Alternate Member	<input type="checkbox"/>	<input type="checkbox"/>
Mr. Stephen L. Holland, Alternate Member	<input type="checkbox"/>	<input type="checkbox"/>
Mr. Earl Paules, Alternate Member	<input type="checkbox"/>	<input type="checkbox"/>
Mr. Marco D'Ancona, Alternate Member	<input type="checkbox"/>	<input type="checkbox"/>
Mr. Thomas J. Connors, Jr., Alternate Member	<input type="checkbox"/>	<input type="checkbox"/>
Dr. Jodi Frankelli, 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. **Approval of Minutes**

A. MOTION by _____, SECONDED by _____ to approve the Minutes of the December 17, 2020 Reorganization and Regular Meeting. (Encl. 1)

VOTE: YES - ____ NO - ____ ABSENT - ____ ABSTENTIONS - ____

V. **Public Comment**

VI. Approval of Treasurer's Report (December 2020)

- A. MOTION by _____, SECONDED by _____ to approve the Treasurer's Report for December 2020 showing a final balance of \$6,038,701.86 in the General Fund, and \$76,031.15 in the Student Activities Account. (End. 2)

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

VII. Approval of Payment of Bills

- A. MOTION by _____, SECONDED by _____ to approve Payment of Bills - General Fund and Other Accounts. (Encl. 3)

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. Foeller - Lehighton	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mrs. Walters - Weatherly	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mr. Mansberry - Panther Valley	<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
- B. Principal's Report - Mr. Brent Borzak
- C. Business Administrator's Report - Mr. Jeffrey P. Deutsch, Business Administrator
- D. Building and Grounds Report - Mr. Ken Walters, Supervisor of Buildings and Grounds
- E. Facilitator of Special Education Report - Mrs. Christine Trovato, Facilitator of Special Education
 - a. Mrs. Jacqueline Cole, English Teacher/ELL
- F. Technology Report - Mr. Nate Rinda, Director of Technology
- G. Adult Education Report - Mrs. Francine Kluck, Adult Education Site Supervisor
- H. Superintendent of Record Report - Dr. Jodi Frankelli, Palmerton Area School District Superintendent

IX. **Items of Business**

Personnel

- A. MOTION by _____, SECONDED by _____ to appoint Kevin Wagner as an Instructional Aide (Auto Collision Repair), at a Step 1 pro-rated salary per the current CCTI ESPA Employment Agreement, effective January 25, 2021.

ROLL CALL VOTE:	Yes	No	Absent	Abstain
Ms. Fallow - Palmerton	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mr. Foeller - Lehighton	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mrs. Walters - Weatherly	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mr. Mansberry - Panther Valley	<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 Maya Kowalcyk long-term Substitute Science Teacher, effective January 22, 2021 based on 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 type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mr. Foeller - Lehighton	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mrs. Walters - Weatherly	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mr. Mansberry - Panther Valley	<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"/>

- C. MOTION by _____, SECONDED by _____ to appoint the following individuals as Extra Help Instructor in conjunction with the after school program at \$25 per hour on an as-needed/scheduled basis:

- Maya Kowalcyk*
- Kevin Wagner**

Note: * Effective with her official start date of January 22, 2021.

** Effective with his official start date of January 25, 2021.

- D. MOTION by _____, SECONDED by _____ to appoint Jane Farkas Teacher Mentor (Maya Kowalcyk) January 22, 2021 through January 21, 2022 at a stipend of \$750.00.

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

E. MOTION by _____, SECONDED by _____ to approve the following individuals on an as needed basis, at a salary of \$21.00 per hour effective February 1, 2021 through February 2022:

- Thomas Bartholomew as Adult Education Welding Instructor
- Kenneth Reiter as Adult Education Air Conditioning Instructor

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

Education

NONE

Budget & Finance

NONE

Buildings & Grounds

NONE

Administrative

A. MOTION by _____ SECONDED by _____ on the recommendation of the Administrative Director to approve the revised CCTI Policy and Procedure Manual for School Health Services, as presented.

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

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 \$1,369.37.

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 (Encl. 5)
- b. Mrs. Christine Trovato, Facilitator of Special Education (Encl. 6)
- c. Mrs. Francine Kluck, Adult Education Site Supervisor (Encl. 7)

VOTE: YES - ____ NO - ____ ABSENT - ____ ABSTENTIONS - ____

XII. Old Business

XIII. New and Miscellaneous Business

XIV. Next Regularly Scheduled Meeting: Thursday – February 18, 2021

XV. Adjournment