

Carbon Career & Technical Institute
Joint Operating Committee Agenda

**Regular Meeting
September 16, 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. Jeffrey 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"/>
Mr. Paul Montemuro, 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"/>
Mr. David McAndrew, Jr., Superintendent of Record	<input type="checkbox"/>	<input type="checkbox"/>
Attorney Robert T. Yurchak, Solicitor	<input type="checkbox"/>	<input type="checkbox"/>
Ms. 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 August 19, 2021 Regular Meeting. (Encl. 1)

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

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

VI. Approval of Payment of Bills (July)

- 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. 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 Treasurer's Reports (August 2021)

- A. MOTION by , SECONDED by to approve the Treasurer's Report for August 2021 showing a final balance of \$5,825,944.95 in the General Fund, and \$67,277.15 in the Student Activities Account. (End. 3)

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
- F. Technology Report - Mr. Nate Rinda, Director of Technology
- G. Superintendent of Record Report - Mr. David McAndrew, Jr., Panther Valley School District Superintendent

IX. **Items of Business**

Personnel

A. MOTION by _____, SECONDED by _____ to accept the letter of resignation received from Ryan Tanner, HVAC Instructor, effective September 7, 2021.

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

B. MOTION by _____, SECONDED by _____ to appoint Kenneth Reiter long-term HVAC Teacher, effective September 7, 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 Brandi (Stettler) Schmoyer Physical Education/Health Teacher, effective on or before October 20, 2021 at a step 1 pro-rated 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"/>

D. MOTION by _____, SECONDED by _____ that the below listed individuals be approved to substitute for the 2021-2022 school year at the established rates, as follows:

- Jennifer Gonzalez - SHINE driver*
- Margaret Kalogerakis - Teacher, Instructional Aide, Van/Bus Driver*, Chaperone
- Susan Strohl - SHINE Driver*
- Michael Ouly - Teacher, Instructional Aide

Note: *Through August 2022

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

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

Steve Anderson	Michael Gower	Kevin Rehrig
Jean Bales	Jeffrey Hazelton	Adam Reichard
Scott Bartholomew	Diane Hyjurick	Maritza Reinbold
Thomas Bartholomew	Michele Klock	Kenneth Reiter
Michael Baumgardt	Sandra Kohutka	Harold Resh
Marie Bieling	Maya Kowalcyk	John Rogers
Kenneth Bond	Jalissa Kuehner	Angela Sablich
Anthony (A.J.) Burke	Kevin Kuehner	Rebecca Schaeffer
Heather Cassidy	Michael Lewis	Brandi Schmoyer**
Jacqueline Cole	Tammy Marshall	Kevin Sowa
Eugene Colosimo	Stephen Nesler	Phillip Strubinger
Anna Leigh Conway*	Walter O'Donnell	Michele Troutman
Jane Farkas	Jeremy Pease	Geri Vavra
Joseph Farkas	Justin Pshar	Kevin Wagner
Autumn Frey	Ashleigh Rehrig	Michael Wildoner
Stephanie Gombert		

Note: *Effective with her return from sabbatical.
** Effective with her hire date.

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

F. MOTION by _____, SECONDED by _____ to approve the hourly rate for substitute custodian/maintenance/groundskeeper/ cleaner of \$14.00 effective September 17, 2021 through June 2022.

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

Education

A. MOTION by _____, SECONDED by _____ that Maritza Reinbold, Graphic Design Instructor, Margaret Kalogerakis, Coordinator of School Improvement, and Geri Vavra, Instructional Aide, chaperone eighteen (18) Graphic Design students on a field trip to Longwood Gardens, Kennet Square, PA October 7, 2021.

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

Budget & Finance

NONE

Buildings & Grounds

NONE

Administrative

- A. MOTION by _____, SECONDED by _____ that Michele Klock, Cooperative Education/School Improvement Coordinator attend the PACTA Cooperative Education Conference virtually October 14 & 15, 2021 at a cost of \$120.00 to cover the expense of registration.

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 _____ that Michele Klock, Cooperative Education/School Improvement Coordinator attend the PACTA Fall Workshop for CTE Teacher & Instructional Coaches October 21 & 22, 2021 at the Penn Stater Conference Center and Hotel, State College, PA at a cost not to exceed \$500.00 to cover the expense of registration, lodging, mileage, and meals.

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 _____ that Eugene Colosimo, Guidance Counselor attend the PACTA Fall Workshop for CTE School Counselors October 21 & 22, 2021 at the Penn Stater Conference Center and Hotel, State College, PA at a cost not to exceed \$500.00 to cover the expense of registration, lodging, mileage, and meals.

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"/>

D. MOTION by _____, SECONDED by _____ that Nate Rinda, Director of Technology attend the PACTA Fall Workshop for CTE Technology Coordinators October 21 & 22, 2021 at the Penn Stater Conference Center and Hotel, State College, PA at a cost not to exceed \$500.00 to cover the expense of registration, lodging, mileage, and meals.

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 second reading and adoption of Policy 200 (Pupils). (Encl. 4)

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

F. MOTION by _____, SECONDED by _____ to approve the revised Health & Safety Plan, 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. 5)

Note: The balance in this account stands at \$969.46.

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. 6)
- b. Mrs. Christine Trovato, Facilitator of Special Education (Encl. 7)
- c. Ms. Francine Kluck, Adult Education Site Supervisor (Encl. 8)

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

XII. Old Business

NONE

XIII. New and Miscellaneous Business

- A. MOTION by _____ SECONDED by _____ to acknowledge receipt of the conference report submitted by Lisa Walck, Cooperative Education/School Improvement Coordinator, Michele Klock, Graphic Design Instructor, and Margaret Kalogerakis, Coordinator of School Improvement after attending the PACTA Leadership for Success Conference July 27 & 28, 2021 at The Penn Stater Hotel & Conference Center, State College, PA. (Encl. 9)
(Encl. 10)
(Encl. 11)

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

- B. MOTION by _____ SECONDED by _____ to acknowledge receipt of the conference report submitted by Lisa Walck, Cooperative Education/School Improvement Coordinator and Michele Klock, Cooperative Education/School Improvement Coordinator after attending the PA Pipeline Kickoff & Roundtable Discussion August 31, 2021 at the Lehigh Valley Forge, Bethlehem, PA. (Encl. 12)
(Encl. 13)

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

XIV. Next Regularly Scheduled Meeting: Thursday – October 21, 2021

XV. Adjournment