

Carbon Career & Technical Institute
Joint Operating Committee Minutes

Regular Meeting
October 21, 2021

The Carbon Career & Technical Institute Joint Operating Committee met **Thursday - October 21, 2021** 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 the Chairman, Mr. Gerald Strubinger, at 6:05 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 checked="" type="checkbox"/> (virtually)	<input type="checkbox"/>
Mr. William Mansberry, Vice-Chairman	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Mrs. April Walters, Member	<input type="checkbox"/>	<input checked="" 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 checked="" type="checkbox"/>	<input type="checkbox"/>
Mr. Paul Montemuro, Alternate Member	<input type="checkbox"/>	<input checked="" 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 checked="" type="checkbox"/>	<input type="checkbox"/>
Mr. Thomas J. Connors, Jr., Alternate Member	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Mr. David McAndrew, Jr., Superintendent of Record	<input checked="" type="checkbox"/>	<input 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 Staff: Stephen Anderson, Math Teacher and CCTI Education Association Vice-President, Anna Leigh Conway, Science Teacher (Sabbatical) and CCTI Education Association President, Francine Kluck, Adult Education Site Supervisor, Maritza Reinbold, Graphic Design Instructor, Michael Wildoner, English Teacher (6:35 p.m. arrival), and 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 Ms. Fallow to approve the Minutes of the September 16, 2021 Regular Meeting.

VOTE: YES - 5 NO - 0 ABSENT - 0 ABSTENTIONS - 0

Motion carried.

Courtesy of the Floor to Visitors

- Steve Anderson, CCTI Education Association Vice-President shared the following items in his report:
As Quarter 1 is coming to a close, there are many wonderful things that staff are doing with our students. Last Friday, Health Medical held a blood drive and they were able to collect 12 pints of blood to help those in need. Technical areas have also started to take their students on field trips so students can get a well-rounded education. Graphic Design went to Longwood Gardens. Auto Service and Auto Collision went to the Automotive Training Center in Warminster, where they learned about auto body repair career opportunities. Marketing went to Great Wolf Lodge and The Crossings to talk to their marketing departments to learn about how they market their products. Next week also starts Spirit Week at CCTI. Students are excited to be kicking off the week with tie dye day. We are looking forward to the start of Quarter 2 and the new things that are on the horizon.
- Mr. Reinbold read a thank you card received from Mrs. Peggy Kalogerakis, retired Coordinator of School Improvement sharing her gratitude for the approval of the payment of her unused sick days as well as thanking them and Mr. Reinbold for all they do for CCTI.

Approval of Payment of Bills

- A. MOTION by Ms. Fallow, SECONDED by Mr. Connors 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. Foeller - Lehighnton	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mr. Connors - Weatherly	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mr. D'Ancona - Panther Valley	<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.

Approval of Treasurer's Reports (September 2021)

- A. MOTION by M. Fallow, SECONDED by Mr. Foeller to approve the Treasurer's Report for September 2021 showing a final balance of \$5,827,532.51 in the General Fund, and \$70,653.25 in the Student Activities Account.

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

Mr. Reinbold, Administrative Director introduced the following to present:

- Maritza Reinbold, Graphic Design Instructor – Longwood Gardens Field Trip/Class Up-date

Thank you for giving me the opportunity to be the Graphic Design teacher. And thank you for approving the class trip to Longwood Gardens. We had a total of 16 students. Both juniors and seniors attended. The students were given a photography assignment which they loved. I distributed a map with an assigned route to follow and a list of flowers to find and photograph like a scavenger hunt. They were able to explore the gardens for 3 hours and then participated in a guided educational tour for an hour which focused on unplugging from digital devices and learning how to destress with nature. Upon their next day in graphic design I had them create a bi-fold promotional brochure using Adobe InDesign with their own photographs and experiences. Having the personal experience at Longwood Gardens gave them a unique perspective and appreciation in order to create promotional brochures. This trip was truly fun and educational and I am sure the students will want to return next year.

I would also like to take a minute to update you on one other project my classes are working on. It really all began several years ago when I was working as the Instructional aid and I introduced Silk Screening to the Graphic Design class. I taught the class how to silkscreen quite a few class t-shirts, SkillsUSA t-shirts, and golf tournament T-shirts with this method. Then, I introduced the Cricut vinyl plotter to the Graphic Design class and we made more class t-shirts. The students were able to create their own designs and then use a heat press to attach their vinyl cut design. Last year, I introduced the latest technology to CCTI which is full-color Sublimation printing. I explained that this is the latest and newest way to inexpensively print t-shirts. As an example, I have created the first Sublimation printed CCTI T-shirt. I chose the Graphic Design classes initials and was able to successfully sublimate a t-shirt using an inexpensive regular Epson inkjet printer. The students loved this new way of making t-shirts and I plan to continue teaching them this new technology that can be used on other surfaces as well, such as mugs, tumblers, coasters, etc.

Mr. Foeller added a thank you from someone who does this for a living, for exposing the students to these methods of printing.

- Mr. Reinbold shared a Flickr presentation depicting some of the recent activities at CCTI:
 - On two Friday's cosmetology students offered a pink stripe or full head of pink hair for a donation for breast cancer awareness. The graphic design students offered pink (breast cancer awareness) or orange (ADHD awareness) ribbon painting on hands or face for donations, as well.
 - Health medical sponsored a blood drive
 - Cosmetology is now open to the public after being closed for approximately a year and a half due to Covid
 - The dining room/restaurant is open to the public for lunch also after being

- closed for approximately one and a half years due to Covid. Lunches are by reservation only.
 - LED lighting has been upgraded throughout the building. The carpentry and electrical distribution and automation (EDA) students (10th, 11th, and 12th graders) assisted with the upgrade in the maintenance garage
 - The school store is now open during lunch with healthy snack alternatives
 - Mr. Reinbold stated that we are still in need of an EDA aide, should anyone know of anyone who might be interested.
- Principal's Report – Mr. Brent Borzak – in Mr. Borzak's absence, his report was shared with the members in writing.
 - The 2021-2022 school year is nearing the end of the first marking period. Staff and students are focused on teaching face-to-face and everyone is gaining knowledge and skills from in-person instruction. Progress reports have been mailed out. CCTI career and technical student organizations have been actively planning activities. School photos have concluded. Freshman district presentations have concluded and new course books have been delivered to all of the high schools and middle schools. The Fall Occupational Advisory Committee meeting was an eventful evening. Many members and former faculty showed to share their input and ideas with our technical teachers. The salon has opened successfully and the restaurant will be following with their grand opening. The school store has been active during the day and during evening events. The extra help program has started on Mondays and Thursdays. The PSAT will be delivered in October and lastly, Pre NOCTI tests have been administered. Parent/Teacher conferences have been set for the evening of November 4th and our annual Veteran's Day presentation will take place on November 11th.
- Business Administrator's Report – Mr. Jeffrey P. Deutsch, Business Administrator
 - The audit reports for the year ending 6/30/2021 are on the agenda this evening for approval of the General Fund, the Authority, and the Foundation. As discussed in previous meetings, the General Fund did end with a small surplus for the 2020-2021 year. There were no audit findings in any of the audits.
 - The CCTI Administration is working diligently on the 2022-2023 CCTI Budget. The 2022-2023 CCTI budget will again have a zero budget increase and will be on the November 2021 agenda for approval to be forwarded to the five participating districts.
 - Mr. Reinbold shared that we again received monies for students through the Cabot Oil and Gas Scholarship. This has provided funds to cover the cost of cosmetology student kits (\$440) and certification tests (\$200) for health medical students.
- Building and Grounds Report – Mr. Ken Walters, Supervisor of Buildings and Grounds
 - Received a letter from the Jim Thorpe Borough asking for assistance with a water issue on the west end of 13th Street. Will engage a civil engineer for recommended actions by CCTI.
 - Tiny home/modular project has begun. Two projects for the same customer. Due to the difficulty in locating a trailer for the tiny home the customer has agreed to allow CCTI to begin with the modular build. Lumber order is being prepared.
 - Carpentry students are working on a HVAC filter shed for CCTI. Almost complete.

- Always looking for substitutes. If anyone knows of anyone who might be interested, please have them be in touch with Mr. Reinbold, Ms. Graver, or Mr. Walters.
- Facilitator of Special Education Report – Mrs. Christine Trovato, Facilitator of Special Education
 - Special Population Numbers
 - Students with IEPs – 81
 - Full time - 52
 - Half time - 29
 - Students with GIEPs (Gifted)- 2
 - Section 504 Service Plans – 22
 - Homeless Students- 2
 - English Language Learners- 3
 - Information Purposes
 - ADHD Awareness
 - Looking Forward
 - IEP Quarterly Progress Reporting- Case Managers report student progress towards IEP goals
 - Parent Teacher Conferences- November 4th In-person
- Adult Education Report – Ms. Francine Kluck, Adult Education Site Supervisor

Course Offerings Fall 2021 Air Conditioning Fundamentals Heartsaver® First Aid and CPR/AED Nurse Aide Pharmacy Technician Welding Technology	Introduction to Precision Machining ServSafe® Exam Forklift PA State Inspection Mechanic Certification Auto Collision GED Preparation Courses
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Program descriptions, orientations, and start dates are available at www.carboncti.org/adult-education; Fall 2021 schedule available. Follow our happenings on Facebook @cctiadulted or [Carbon Career and Technical Institute – Adult Education](#).

Outreach and Program Development Report

- September 27- GED evening orientation
- October 12 – GED CCTI Staff Program Improvement Team meeting with Lehigh Carbon Community College
- October 13 – GED Pearson Vue testing open
- October 14- Nurse Aide Orientation
- October 18 – PennDot Safety Inspection Mechanic class started – 9 students
- October 27 – Nurse Aide Graduation

GED Grant Report

GED grant 2021-2022 - CCTI is an LCCC subcontractor through PA Department of Education Federal Literacy Grant to provide adult education and high school

equivalency instruction to 64 individuals for 2021-2022.

Alternative Education

Fall marking period began October 5th. Currently still enrolling students in credit recovery and alternative education for the fall semester. Contact Adult Education if any HS Guidance Counselors or Principals have interested students.

Employment Opportunities

Carbon Career & Technical Institute is seeking an evening adult class instructor for the nurse aide program. Instructor to mentor and teach candidates our state certified nurse aide curriculum. This position is responsible to be on site to instruct the theory/lab, and off-site clinical portions. Work with up to 10 students at a time. Current PA RN license for a minimum of 2 years. Have a minimum of 1-year experience in long-term care facility. Possess or have the ability to obtain the Train the Educator (TTE) Nurse Aide Instructor certificate. Teaching experience preferred. Interested persons submit a letter of interest and resume to: Carbon Career & Technical Institute, 150 W. 13th Street, Jim Thorpe, PA 18229, Attn: Francine Kluck or e-mail fkluck@carboncti.org. All mandated clearances required upon hire. Questions call Francine Kluck at 570-325-3682 x1517 Deadline for applications: Open Until Filled. EOE

- Technology Report – Mr. Nate Rinda, Director of Technology – In Mr. Rinda’s absence (conference attendance), Mr. Reinbold read his written report as follows:
 - Chromebooks - All new Chromebooks are set up and distributed to those in need as well.
 - NOCTI - Online Pre-testing in progress.
 - CDT (Classroom Diagnostic Tools) 1st round of testing in progress. Configured to work on CCTI Chromebooks.
 - Continued support/training to staff and students with Google Suite and all technology needs.

- Superintendent of Record Report – Mr. David McAndrew, Jr., Panther Valley School District Superintendent
 - Nothing to report at this time.

Items of Business

Personnel

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

Letter of Resignation Accepted

- A. to accept the letter of resignation received from Colleen Gooch, Program Coordinator and Instructor, CCTI Adult Education Nurse Aide program, effective October 29, 2021.

Tenure Status Granted

- B. to grant the following individual a “Professional Employee Contract” and tenure status:

Thomas Bartholomew – Welding Instructor

Teacher Mentor Reaffirmed

- C. to reaffirm the following individual as Teacher Mentor at the pro-rated established stipend of \$750.00, as indicated below:

- Michele Klock for Michael Gower (April 16, 2021 through September 2021)

English Teacher Appointed

- D. to appoint Maya Kowalczyk English Teacher, effective January 14, 2022 at a step 2 pro-rated salary per the current Agreement between the Carbon Career & Technical Institute (CCTI) Joint Operating Committee and the CCTI Education Association.

Family Medical Leave Time Approved

- E. to approve Family Medical Leave time for employee #16154, effective September 13, 2021 through September 30, 2021.

Family Medical Leave Time Approved

- F. to approve Family Medical Leave time for employee #00189, effective September 20, 2021 through October 17, 2021.

Salary Adjusted

- G. that the salary for the following individual be adjusted affective with the 2017-2018 school year as indicated as provided in the existing Agreement between the Carbon Career & Technical Institute Joint Operating Committee and the Carbon Career & Technical Institute Education Association:

Kevin Kuehner, Precision Machine Technology Instructor
\$58,344 – 2017-2018 Salary
+ 900 – BA-BS-BEQV, V2**
\$59,244 – Adjusted 2017-2018 Salary

Note: The salary for the following years, 2017-2018, 2018-2019, 2019-2020, 2020 2021, 2021-2022 and beyond will be adjusted accordingly.

** BA-BS-BEQV, V2 are for professional employees holding a Vocational Certificate only

Substitutes Approved

H. that the below listed individuals be approved to substitute for the 2021-2022 school year at the established rates, as follows:

- James Curran – Teacher, Instructional Aide, Custodial/Maintenance/ Groundskeeper/ Cleaner*, Van/ Bus Driver*
- Jennifer Kuehner – Teacher, Instructional Aide
- Richard Murlo – Teacher, Instructional Aide
- Leszek Pankowski – Teacher, Instructional Aide
- Carole Reightler - Part-Time Integrated Science Teacher, Teacher, Instructional Aide

Note: *Through August 2022

Building Substitute Approved

I. to approve Wendi Bartholomew as the Building Substitute effective October 22, 2021 through the close of the 2021-2022 school year at the approved daily rate.

Instructional Aide Appointed

J. to appoint William Gerhard as an Instructional Aide, effective October 25, 2021 at a Step 1 pro-rated salary per the current CCTI ESPA Employment Agreement.

Salary Adjusted

K. that the salary for the following individual be adjusted affective with the 2018-2019 school year as indicated as provided in the existing Agreement between the Carbon Career & Technical Institute Joint Operating Committee and the Carbon Career & Technical Institute Education Association:

Lisa Walck, Cosmetology Instructor
 \$60,381 – 2018-2019 Salary
 + 900 – BA-BS-BEQV, V2 + 15**
 \$61,281 – Adjusted 2018-2019 Salary

Note: The salary for the following years, 2018-2019, 2019-2020, 2020 2021, 2021-2022 (pro-rated) will be adjusted accordingly.

** BA-BS-BEQV, V2 are for professional employees holding a Vocational Certificate only

ROLL CALL VOTE:	Yes	No	Absent	Abstain
Ms. Fallow - Palmerton	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mr. Foeller - Lehighton	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mr. Connors - Weatherly	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mr. D’Ancona - Panther Valley	<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.

Contract Counter-Proposal Presented

- L. MOTION by Mr. Foeller, SECONDED by Mr. Connors to present a contract counter-proposal to the CCTI Education Association.

VOTE: YES - 5 NO - 0 ABSENT - 0 ABSTENTIONS - 0

Motion carried.

Education

Field Trip Approved

- A. MOTION by Ms. Fallow, SECONDED by Mr. Foeller that Stephanie Gombert, Health Medical Instructor and Autumn Frey, Health Medical Instructional Aide, chaperone twelve (12) Health Medical students on a field trip to the Muter Museum of the College of Physicians of Philadelphia, PA November 12, 2021.

Note: Expenses for the trip are included in the 2021-2022 General Fund Budget

VOTE: YES - 5 NO - 0 ABSENT - 0 ABSTENTIONS - 0

Motion carried.

Budget & Finance

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

Current CCTI Capital/Instructional Equipment Plan Approved

- A. to approve the current CCTI Capital/ Instructional Equipment Plan, as presented.

CCTI Audit Report Accepted

- B. that the Audit Report for the Carbon Career & Technical Institute submitted by Kirk, Summa & Company (East Stroudsburg, PA) for the Fiscal Year ending June 30, 2021 be accepted, as presented.

Note: No findings for the 2020-2021 General Fund Audit.

CCAVTS Authority Audit Report Accepted

- C. that the Audit Report for the Carbon County Area Vocational-Technical School Authority submitted by Kirk, Summa & Company (East Stroudsburg, PA) for the Fiscal Year ending June 30, 2021, be accepted as presented.

Note: No findings for the 2020-2021 Authority Audit.

CCAVTS Foundation Audit Report Accepted

- D. that the Audit Report for the Carbon County Area Vocational-Technical School Foundation submitted by Kirk, Summa & Company (East Stroudsburg, PA) for the Fiscal Year ending June 30, 2021, be accepted as presented.

Note: No findings for the 2020-2021 Foundation Audit.

ROLL CALL VOTE:	Yes	No	Absent	Abstain
Ms. Fallow - Palmerton	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mr. Foeller - Lehighton	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mr. Connors - Weatherly	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mr. D'Ancona - Panther Valley	<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.

Buildings & Grounds

NONE

Administrative

Agreement Approval Tabled

- A. MOTION by Mr. Foeller, SECONDED by Mr. Connors that the following motion be tabled:

to approve the agreement between the Carbon Career & Technical Institute Joint Operating Committee and The Administrators/ Act 93, as presented.

ROLL CALL VOTE:	Yes	No	Absent	Abstain
Ms. Fallow - Palmerton	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input 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 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 tabled.

Agreement for Scope of Services with Lehigh Carbon Community College Approved

- B. MOTION by Mr. D’Ancona, SECONDED by Ms. Fallow to approve the Agreement for Scope of Services with Lehigh Carbon Community College to provide literacy instruction through the PA Department of Education Act 23 Federal Literacy Grant, as presented.

ROLL CALL VOTE:	Yes	No	Absent	Abstain
Ms. Fallow - Palmerton	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input 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 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.

Reports

Foundation Report Accepted

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

Note: The balance in this account stands at \$969.47.

VOTE: YES - 5 NO - 0 ABSENT - 0 ABSTENTIONS - 0

Motion carried.

Administrative Reports

- A. MOTION by Ms. Fallow, SECONDED by Mr. Connors 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 - 5 NO - 0 ABSENT - 0 ABSTENTIONS - 0

Old Business

NONE

New and Miscellaneous Business

NONE

Next Regularly Scheduled Meeting:

Thursday – November 18, 2021

Adjournment

Mr. Foeller moved, seconded by Mr. D'Ancona, that the meeting adjourn. By unanimous consent, the meeting adjourned at 6:55 PM.

Christina A. Graver
Joint Operating Committee Secretary