

Carbon Career & Technical Institute
Joint Operating Committee Agenda

**Regular Meeting
November 18, 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"/>
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 October 21, 2021 Regular Meeting. (Encl. 1)

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

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

VI. 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. 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 (October 2021)

- A. MOTION by , SECONDED by to approve the Treasurer's Report for October 2021 showing a final balance of \$6,345,218.50 in the General Fund, and \$68,879.38 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 reaffirm the following individual as Teacher Mentor at the established stipend of \$750.00, as indicated below:

- Harold Resh for Stephanie Gombert (October 26, 2020 through October 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"/>

Education

A. MOTION by _____, SECONDED by _____ that two (2) CCTI students attend the Hugh O'Brian Youth Leadership Program (HOBY) at a location to be determined in June of 2022 at a cost not to exceed \$650 for both students to defer the cost of registration, meals, and lodging.

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 twenty-four (24) CCTI students attend DECA District Competition at Lehigh Carbon Community College, December 14, 2021 in Schnecksville, PA at a cost of \$980.00, to cover student and advisor/competition assistant/chaperone costs. Ms. Jalissa Kuehner, DECA Advisor, Mrs. Sandi Kohutka, and Mr. Scott Bartholomew, DECA Assistant Advisors, will chaperone this event.

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"/>

Budget & Finance

- A. MOTION by _____, SECONDED by _____ to approve the 2022-2023 Proposed Secondary Budget for Carbon Career & Technical Institute, calling for Receipts and Expenditures in the amount of \$9,050,721 to be forwarded as presented to the Boards of School Directors in each of the participating school districts for final adoption by Resolution.

Note: The 2022-2023 proposed CCTI Budget represents a 0.00% increase in district member share compared to the 2021-2022 year increase of 0.00%, the 2020-2021 year increase of 0.00%, the 2019-2020 year increase of 0.00%, the 2018-2019 year increase of 0.00%, the 2017-2018 year increase of 0.00%, the 2016-2017 year increase of 0.00%, the 2015-2016 year increase of 0.00%, the 2014-2015 year increase of 0.00%, and the 2013-2014 year increase of 0.50%.

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"/>

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 \$969.48.

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. Ms. Francine Kluck, Adult Education Site Supervisor (Encl. 7)

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

XII. **Old Business**

XIII. **New and Miscellaneous Business**

A. MOTION by _____ SECONDED by _____ to acknowledge receipt of the conference report submitted by the below listed individuals, as presented:

- a. Michele Klock, Cooperative Education/School Improvement Coordinator after virtually attending the PACTA Cooperative Education Conference October 14 & 15, 2021 (Encl. 8)
- b. Michele Klock, Cooperative Education/School Improvement Coordinator after attending the PACTA Fall Workshop for CTE Teacher & Instructional Coaches October 21 & 22, 2021 at the Penn Stater Conference Center and Hotel, State College, PA (Encl. 9)
- c. Eugene Colosimo, Guidance Counselor after attending the PACTA Fall Workshop for CTE School Counselors October 21 & 22, 2021 at the Penn Stater Conference Center and Hotel, State College, PA (Encl. 10)
- d. Nate Rinda, Director of Technology after attending the PACTA Fall Workshop for CTE Technology Coordinators October 21 & 22, 2021 at the Penn Stater Conference Center and Hotel, State College, PA (Encl. 11)
- e. Brent Borzak, Principal after virtually attending the Integrated Learning: The School-to Career Connection Conference November 3 & 4, 2021 (Encl. 12)

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

XIV. **Reorganization and Next Regularly Scheduled Meeting: Thursday – December 16, 2021**

XV. **Adjournment**