I. Call to Order – Chairman

II. Salute to the Flag

III. Roll Call

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<tr>
<th>Name</th>
<th>Present</th>
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<td>Mr. Gerald Strubinger, Member</td>
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<td>Mr. Nathan Foeller, Member</td>
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<td>Mr. Earl Paules, Member</td>
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<td>Mr. William Mansberry, Member</td>
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<td>Mr. Thomas Connors, Member</td>
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<td>Mr. David Reinbold, Director</td>
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<td>Mr. Brent Borzak, Principal</td>
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<td>Mr. Jeffry Deutsch, Administrator/Treasurer</td>
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<td>Mr. Ken Walters, Supervisor of Bldg. &amp; Grounds</td>
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<td>Mrs. Christine Trovato, Facilitator of Special Education</td>
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<td>Mr. Rich Flacco, Alternate Member</td>
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<td>TBD, LASD Alternate Member</td>
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<td>Mrs. Stacey Connell, Alternate Member</td>
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<td>Mr. Steven Foster, Alternate Member</td>
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<td>Mrs. Chrissie Houser, Alternate Member</td>
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<td>Mr. David McAndrew, Jr., Superintendent of Record</td>
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<td>Attorney Robert T. Yurchak, Solicitor</td>
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<td>Mrs. Christina A. Graver, Secretary</td>
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IV. The Committee met in Executive Session prior to the meeting to discuss personnel, litigation, and negotiation items.

V. Letters of Appointment

A. MOTION by ____________, SECONDED by ____________ to acknowledge receipt of Letters of Appointment of Members of the Carbon Career & Technical Institute Joint Operating Committee (3-Year Term – December 2021 through December 2024):

<table>
<thead>
<tr>
<th>District</th>
<th>Name</th>
<th>(Encl.)</th>
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<tbody>
<tr>
<td>Jim Thorpe Area School District</td>
<td>Mr. Gerald Strubinger</td>
<td>(Encl. 1)</td>
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<td>Palmerton Area School District</td>
<td>Mr. Earl Paules</td>
<td>(Encl. 2)</td>
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<tr>
<td>Weatherly Area School District</td>
<td>Mr. Thomas J. Connors, Jr.*</td>
<td>(Encl. 3)</td>
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Note: *Filling the unexpired term of Mrs. April Walters through December 2022.

VOTE: YES - ___  NO - ___  ABSENT - ___  ABSTENTIONS - ___
VI. **Election of Temporary Chairman**

___ nominates ___ for Temporary Chairman,
SECONDED by ___.

___ nominates ___ for Temporary Chairman,
SECONDED by ___.

MOTION by ___ to close the nominations for and appoint ___ as Temporary Chairman.
SECONDED by ___.

ROLL CALL VOTE:

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<th>Yes</th>
<th>No</th>
<th>Absent</th>
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<td>Mr. Strubinger - Jim Thorpe</td>
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<td>Mr. Connors - Weatherly</td>
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(The Secretary casts the ballot electing ___ as Temporary Chairman.)

VII. **Election of Chairman**

___ nominates ___ for Chairman,
SECONDED by ___.

___ nominates ___ for Chairman,
SECONDED by ___.

MOTION by ___ to close the nominations for and appoint ___ as Chairman.
SECONDED by ___.

ROLL CALL VOTE:

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<th>Yes</th>
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<th>Absent</th>
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<td>Mr. Connors - Weatherly</td>
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(The Secretary casts the ballot electing ___ as Chairman.)
VIII. Election of Vice-Chairman

___ nominates ___ for Vice-Chairman,
SECONDED by ___.

___ nominates ___ for Vice-Chairman,
SECONDED by ___.

MOTION by ___ to close the nominations for and appoint ___ as Vice-Chairman.
SECONDED by ___.

ROLL CALL VOTE:

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<th>Yes</th>
<th>No</th>
<th>Absent</th>
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<td>Mr. Connors - Weatherly</td>
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(The Secretary casts the ballot electing ___ as Vice-Chairman.)

IX. Monthly Meetings

A. MOTION by ___, SECONDED by ____ that the Regular Monthly Meetings of the Carbon Career & Technical Institute Joint Operating Committee be held on the 3rd Thursday of each month during 2022, except where indicated* at the times listed as follows:

   (Encl. 4)
   Executive Session: 5:00 PM
   Regular Meeting: 6:00 PM

Note: *The February meeting has been scheduled for _____ TBD_____.

VOTE: YES - ___  NO - ___  ABSENT - ___  ABSTENTIONS - ___

X. Approval of Minutes

A. MOTION by ___, SECONDED by ____ to approve the Minutes of the November 18, 2021 Regular Meeting.

   (Encl. 5)
   VOTE: YES - ___  NO - ___  ABSENT - ___  ABSTENTIONS - ___

XI. Courtesy of the Floor to Visitors
XII. Approval of Treasurer’s Report (November 2021)

A. MOTION by , SECONDED by to approve the Treasurer’s Report for November 2021 showing a final balance of $6,539,436.02 in the General Fund, and $73,500.15 in the Student Activities Account.

ROLL CALL VOTE:
Mr. Strubinger - Jim Thorpe
Mr. Foeller - Lehighton
Mr. Paules - Palmerton
Mr. Mansberry - Panther Valley
Mr. Connors - Weatherly

XIII. Approval of Payment of Bills

A. MOTION by , SECONDED by to approve Payment of Bills - General Fund and Other Accounts.

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:
Mr. Strubinger - Jim Thorpe
Mr. Foeller - Lehighton
Mr. Paules - Palmerton
Mr. Mansberry - Panther Valley
Mr. Connors - Weatherly

XIV. Administrative Reports

A. Director’s Report – Mr. Dave Reinbold, Administrative Director
B. Principal’s Report – Mr. Brent Borzak
C. Business Administrator’s Report – Mr. Jeffry P. Deutsch, Business Administrator
D. Facilitator of Special Education Report – Mrs. Christine Trovato, Facilitator of Special Education
E. Building and Grounds Report – Mr. Ken Walters, Supervisor of Buildings and Grounds
F. Adult Education Report – Ms. Francine Kluck, Adult Education Site Supervisor
G. Technology Report – Mr. Nate Rinda, Director of Technology
H. Superintendent of Record Report – Mr. David McAndrew, Jr., Panther Valley School District Superintendent
XV. Letters of Appointment

A. MOTION by , SECONDED by to acknowledge receipt of the Letters of Appointment of Alternate Representatives to the Carbon Career & Technical Institute Joint Operating Committee (1-Year Term – December 2021 through December 2022):

  - Jim Thorpe Area School District – Mr. Rich Flacco (Encl. 8)
  - Lehighton Area School District – TBD
  - Palmerton Area School District – Mrs. Stacey Connell (Encl. 9)
  - Panther Valley School District – Mr. Steven Foster (Encl. 10)
  - Weatherly Area School District – Mrs. Chrissie Houser (Encl. 11)

VOTE: YES - ___ NO - ___ ABSENT - ___ ABSTENTIONS - ___

B. MOTION by , SECONDED by to acknowledge receipt of the Letter of Appointment to the Carbon Career & Technical Institute Authority (5 Year Term – January 2022 through December 2026):

  - Lehighton Area School District – TBD
  - Panther Valley School District – Mr. Marco D’Ancona* (Encl. 12)

* Filling the unexpired term of Mr. David Kost through December 2022

VOTE: YES - ___ NO - ___ ABSENT - ___ ABSTENTIONS - ___

XVI. Items of Business

Personnel

A. MOTION by , SECONDED by to approve the following homebound instructors on an as needed basis, at the approved hourly rate:

  - Delmar Griggs
  - Maya Kowalcyk
  - Brandi Schmoyer

VOTE: YES - ___ NO - ___ ABSENT - ___ ABSTENTIONS - ___
B.  **MOTION** by , SECONDED by  to approve the following individuals as members of the CCTI Local Advisory (Participatory Planning) Committee for the 2021-2022 school year:

Franklin Andreas  
Diane Luicana  
Robyn Plesniarski  
John Drury  
Toni Macaluso  
Bill Richards  
Shannon Eidem  
Candy Madera  
Joseph Sebelin  
Ron Fritz  
Jaime Mendes  
Rachel Strucko  
Francine Kluck  
Jeanne Miller  
Alice Wanamaker  
Kathy Henderson  
Steve Ohl  
Garry Wentz  
Marilyn Kissner  
Lisa Perry

VOTE: YES -   NO -   ABSENT -   ABSTENTIONS -   

**Education**

A.  **MOTION** by , SECONDED by  that forty-two (42) CCTI students attend SkillsUSA District Competition. The competition will be held on December 14, 2021 at Johnson College, Scranton, PA and January 6, 2022 at Luzerne County Community College, Nanticoke, PA at a total cost of $900.00 to cover registration for participants and advisors. Competitions will be chaperoned by Mr. Kevin Kuehner, SkillsUSA Advisor, and Mrs. Autumn Frey and Mr. Thomas Bartholomew, SkillsUSA Assistant Advisors.

ROLL CALL VOTE:  
Mr. Strubinger - Jim Thorpe  
Mr. Foeller - Lehighton  
Mr. Paules - Palmerton  
Mr. Mansberry - Panther Valley  
Mr. Connors - Weatherly

B.  **MOTION** by , SECONDED by  that two (2) CCTI Automotive Service Technology students attend the Greater Lehigh Valley Auto Dealers Competition. The competition will be held on February 12, 2022 at the Northampton Community College Auto Garage, Bethlehem, PA. The competition will be chaperoned by Mr. Harold Resh, Automotive Service Technology Instructor.

ROLL CALL VOTE:  
Mr. Strubinger - Jim Thorpe  
Mr. Foeller - Lehighton  
Mr. Paules - Palmerton  
Mr. Mansberry - Panther Valley  
Mr. Connors - Weatherly

C.  **MOTION** by , SECONDED by  that homebound instruction be approved for student #8101 for 5 hours per week from November 30, 2021 through January 15, 2022.

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 Education & Workforce Symposium February 10 & 11, 2022 at the Hershey Lodge and Convention Center, State College, PA at a cost not to exceed $500.00 to cover the expense of registration and mileage.

ROLL CALL VOTE:

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XVII. Reports

A. MOTION by SECONDED by to accept the Carbon Career & Technical Institute Foundation Report, as presented. (Encl. 13)

Note: The balance in this account stands at $969.49.

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

XVIII. Administrative Reports

A. MOTION by SECONDED by to accept Administrative Reports from the following:

a. Mr. Brent Borzak, Principal (End. 14)
b. Mrs. Christine Trovato, Facilitator of Special Education (Encl. 15)
c. Mrs. Francine Kluck, Adult Education Site Supervisor (Encl. 16)

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

XIX. Old Business
XX. New and Miscellaneous Business

XXI. Next Regularly Scheduled Meeting: Thursday — January 20, 2022

XXII. Adjournment