I. Call to Order – Chairman

II. Salute to the Flag

III. Roll Call

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<td>Mr. Gerald Strubinger, Chairman</td>
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<td>Mr. Earl Paules, Member</td>
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<td>Mr. William Mansberry, Vice-Chairman</td>
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<td>Mr. Thomas Connors, Member</td>
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<td>Mr. Brent Borzak, Administrative Director</td>
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<td>Mrs. Michelle Allen, Principal</td>
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<td>Mr. Jeffry Deutsch, Bus. 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>Mr. Jeremy Glaush, 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>Ms. 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. Approval of Minutes

A. MOTION by , SECONDED by to approve the Minutes of the May 19, 2022 Regular Meeting. (Encl. 1)

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

VI. Courtesy of the Floor to Visitors
VII. Approval of Treasurer’s Report (May 2022)

A. MOTION by , SECONDED by to approve the Treasurer’s Report for May 2022 showing a final balance of $6,226,992.25 in the General Fund, and $78,195.82 in the Student Activities Account. (Encl. 2)

ROLL CALL VOTE: Yes No Absent Abstain
Mr. Paules - Palmerton □ □ □ □
Mr. Foeller - Lehighton □ □ □ □
Mr. Mansberry - Panther Valley □ □ □ □
Mr. Connors - Weatherly □ □ □ □
Mr. Strubinger - Jim Thorpe □ □ □ □

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

IX. Administrative Reports

A. Director’s Report – Mr. Brent Borzak, Administrative Director
   a. Recognition
      • Jane Farkas
      • Joseph Farkas
      • Michael Lewis
      • Geri Vavra

   b. Presentations
      • Eugene Colosimo, Guidance Counselor
      • Michael Gower, Electrical Distribution and Automation/Electrician Instructor
      • Tammy Marshall, Cosmetology Instructor
      • Autumn Frey, Health Medical Instructional Aide
B. Principal’s Report – Mrs. Michelle Allen, Principal

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. Technology Report – Mr. Nate Rinda, Director of Technology

G. Superintendent of Record Report – Mr. David McAndrew, Jr., Panther Valley School District Superintendent

X. Items of Business

Personnel

A. Election of CCTI Joint Operating Committee Treasurer for a one-year term – effective July 1, 2022 through June 30, 2023:

__________ nominates __________ for the office of CCTI Joint Operating Committee Treasurer, SECONDED by ________.

__________ nominates __________ for the office of CCTI Joint Operating Committee Treasurer, SECONDED by ________.

MOTION by __________, SECONDED by __________ to close the nominations for the office of Treasurer.

Note: Jeffry Deutsch presently serves in this position.

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

The Secretary casts the ballot electing ________ as Treasurer.

B. MOTION by __________, SECONDED by __________ to appoint Robert T. Yurchak, Attorney at Law (Nesquehoning, PA), as the Joint Operating Committee Solicitor for the 2022-2023 fiscal year at a retainer of $7,000 and $100 per hour for extra work done. The annual retainer shall include those items specified in the Scope of Services and Compensation Agreement.

ROLL CALL VOTE:

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<td>Mr. Foeller - Lehighton</td>
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<td>Mr. Strubinger - Jim Thorpe</td>
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C. MOTION by , SECONDED by to continue the employment of Ms. Angelique Yaich as Instructor for the Carbon Alternative High School Diploma Program - 32 hours/week, 200 days, AM and PM Class Sessions, with those fringe benefits as required by law and appropriate health care coverage, at the rate of $34.00/hour. For the school term 2022-2023 the employee shall contribute $95.00/month toward health care expenses, effective July 1, 2022.

Note: There will be no deduction from the CCTI General Fund. Many Carbon County out of school youth are serviced by this program.

ROLL CALL VOTE:

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

D. MOTION by , SECONDED by to reaffirm the following individuals as Teacher Mentor for the 2021-2022 school year at the established stipend of $750.00, pro-rated as indicated below:

- Michele Klock for Tammy Marshall (2021-2022 school year)
- Michele Klock for Maritza Reinbold (2021-2022 school year)
- Harold Resh for Kenneth Reiter (2021-2022 school year)
- Michael Wildoner for Adam Reichard (08/23/2021 – 01/13/2022) and Maya Kowalcyk (01/14/2022 – 06/06/2022)

ROLL CALL VOTE:

Mr. Paules - Palmerton  
Mr. Foeller - Lehighton  
Mr. Mansberry - Panther Valley  
Mr. Connors - Weatherly  
Mr. Strubinger - Jim Thorpe
E. MOTION by , SECONDED by to approve the following individuals up to two days (6 hours per day) at the individuals per diem rate to be utilized between July 1 and July 29, 2022 to revise and update the curriculum for each course taught, per department:

Stephen Anderson  Maya Kowalcyk
Jean Bales       Justin Pshar
Scott Bartholomew Angela Sablich
Michael Baumgardt Brandi Schmoyer
Marie Bieling    Kevin Sowa
Jacquelyn Cole   Phillip Strubinger
Anna Leigh Conway Michael Wildoner
Diane Hyjurick   New Science Teacher Pending Approval

Note: All days will be scheduled with prior approval of the Principal.

ROLL CALL VOTE:  Yes  No  Absent  Abstain
Mr. Paules - Palmerton
Mr. Foeller - Lehighton
Mr. Mansberry - Panther Valley
Mr. Connors - Weatherly
Mr. Strubinger - Jim Thorpe

F. MOTION by , SECONDED by to appoint Henry Woods School Police/Resource Officer for a maximum of 190 scheduled days over a 12-month period, on a one-year contract at $30,000 effective August 1, 2022.

ROLL CALL VOTE:  Yes  No  Absent  Abstain
Mr. Paules - Palmerton
Mr. Foeller - Lehighton
Mr. Mansberry - Panther Valley
Mr. Connors - Weatherly
Mr. Strubinger - Jim Thorpe

G. 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:

- William (Greg) Arnold – Van/Bus driver*, SHINE driver *
- Salvatore LoPresti – Custodial/Maintenance/Groundskeeper/Cleaner, Van/Bus driver*, SHINE driver*

Note: *Through August 2022

VOTE: YES - _____  NO - _____  ABSENT - _____  ABSTENTIONS - _____
H. MOTION by , SECONDED by to approve the following individuals effective July 1, 2022 through June 30, 2023:

   Delmar Griggs as Adult Education GED Instructor @ $22.50 per hour*
   Joseph Pavlis as Adult Education GED Instructor @ $22.50 per hour*
   Tonia Schaeffer as Adult Education GED Instructor @ $22.50 per hour*
   Donna Valent as Adult Education GED Aide @ $15.00 per hour*
   Deborah Enterline as GED Examiner @ $20.00 per hour

Note: *GED Grant Funded.

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

I. MOTION by , SECONDED by to approve Jeffry Nietz as a substitute Part-Time Technology Assistant (on an as needed basis) at the rate of $175.00/day for the 2022-2023 school year.

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

J. MOTION by , SECONDED by to approve the Occupational Advisory Committee members, as presented.

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

K. MOTION by , SECONDED by to appoint Julian Valentini as an Instructional Aide at a Step 1 salary per the current CCTI ESPA Employment Agreement.

ROLL CALL VOTE:  

   Yes  No  Absent  Abstain  
   Mr. Paules - Palmerton  [ ]  [ ]  [ ]  [ ]  
   Mr. Foeller - Lehighton  [ ]  [ ]  [ ]  [ ]  
   Mr. Mansberry - Panther Valley  [ ]  [ ]  [ ]  [ ]  
   Mr. Connors - Weatherly  [ ]  [ ]  [ ]  [ ]  
   Mr. Strubinger - Jim Thorpe  [ ]  [ ]  [ ]  [ ]  

L. MOTION by , SECONDED by to appoint the following individual an Instructional Aide Mentor for the 2022-2023 school year at the approved stipend of $500:

   Ashleigh Rehrig (Julian Valentini)

VOTE: YES - _____ NO - _____ ABSENT - _____ ABSTENTIONS - _____
MOTION by [name], SECONDED by [name] that the following individual be employed for up to two (2) additional days at the individual’s per diem rate, prior to August 20, 2022:

Julian Valentini, Instructional Aide

NOTE: All days will be scheduled with prior approval of the Principal.

ROLL CALL VOTE:

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

Education

A. MOTION by [name], SECONDED by [name] to change the local name of CIP 52.1801 Marketing, Sales & Service (currently Marketing/Distributive Education) to Digital Marketing and Business Fundamentals effective July 1, 2022.

ROLL CALL VOTE:

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

B. MOTION by [name], SECONDED by [name] to grant approval to operate a GED testing program for the 2022-2023 school year at the CCTI school site.

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

C. MOTION by [name], SECONDED by [name] to continue duties as an Operator Consortium member of PA CareerLink Carbon County.

VOTE: YES - _____  NO - _____  ABSENT - _____  ABSTENTIONS - _____
D. MOTION by      , SECONDED by       that the Agreement of Affiliation between the Carbon Career & Technical Institute Medical and Health Assistant/Certified Nurse Aide Program be renewed and executed for the 2022-2023 Fiscal Year, as presented: (Encl. 4)
Mahoning Valley Nursing and Rehabilitation Center, Lehighton, PA
Office of Dr. Jayendra Patel, Jim Thorpe, PA
Heritage Hill Senior Community, Weatherly, PA
The Village at Palmerton, Palmerton, PA
Guardian Eldercare DBA Weatherwood Nursing Home & Rehabilitation Center
Maple Shade Meadows Senior Living, Nesquehoning, PA

Note: For the purpose of review, only one agreement (Mahoning Valley Nursing and Rehabilitation Center) is provided. Each of the remaining Agreements are identical.

VOTE: YES -       NO -       ABSENT -       ABSTENTIONS -       

E. MOTION by      , SECONDED by       that the Agreement of Affiliation between the Carbon Career & Technical Institute Adult Education Department PA-Approved Certified Nurse Aide Training Program be renewed and executed for the 2022-2023 Fiscal Year, as presented. (Encl. 5)

Mahoning Valley Nursing and Rehabilitation Center, Lehighton, PA
Fellowship Manor, Whitehall, PA

Note: For the purpose of review, only one agreement (Mahoning Valley Nursing and Rehabilitation Center) is provided. Each of the remaining Agreements is identical.

VOTE: YES -       NO -       ABSENT -       ABSTENTIONS -       

F. MOTION by      , SECONDED by       to approve the Occupational Advisory Committee minutes, as presented.

VOTE: YES -       NO -       ABSENT -       ABSTENTIONS -       

Budget & Finance

A. MOTION by      , SECONDED by       to authorize the Administrative Director to approve bills for payment from June 1 - June 30, 2022, the close of the 2021-2022 fiscal year.

VOTE: YES -       NO -       ABSENT -       ABSTENTIONS -       

Buildings & Grounds

NONE
Administrative

A. MOTION by       SECONDED by       to approve utilizing FID (Flexible Instruction Days) days for the 2022-2023 school year per the approval received through the Pennsylvania Department of Education.

ROLL CALL VOTE: Yes    No    Absent   Abstain

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

B. MOTION by       SECONDED by       to approve the second reading and adoption of Policy 209 (PUPILS), Health Examinations/Screenings, as presented.   (Encl. 6)

ROLL CALL VOTE: Yes    No    Absent   Abstain

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

C. MOTION by       SECONDED by       to approve revised CCTI 2022-2023 Student/Teacher Calendar, as presented.  (Encl. 7)

Note: Update includes the addition of the following two events:
- May 12, 2023 – CCTI Prom
- June 1, 2023 – CCTI Graduation, 5:00 p.m.

ROLL CALL VOTE: Yes    No    Absent   Abstain

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

D. MOTION by       SECONDED by       to grant permission to the CLIU #21 for use of a designated instructional area(s) to operate Life Skills Support Classes at the CCTI facility for the 2022-2023 school year.

VOTE: YES - _____   NO - _____   ABSENT - _____   ABSTENTIONS - _____
E. MOTION by [name], SECONDED by [name] to enter into a contract with Carbon Lehigh Intermediate Unit #21 to provide the complete Discovery Streaming Digital Video Library owned by Discovery Education, Inc. for a period of one (1) year beginning July 1, 2022 at a cost not to exceed $1,550.00.

ROLL CALL VOTE:

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F. MOTION by [name], SECONDED by [name] to approve the CCTI Annual School Safety and Security Report 2021-2022, as presented.

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

XI. Reports

A. MOTION by [name], SECONDED by [name] to accept the Carbon Career & Technical Institute Foundation Report, as presented. (Encl. 8)

Note: The balance in this account stands at $570.05.

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

XII. Administrative Reports

A. MOTION by [name], SECONDED by [name] to accept Administrative Reports from the following:

   a. Mrs. Michelle Allen, Principal (Encl. 9)
   b. Mrs. Christine Trovato, Facilitator of Special Education (Encl. 10)
   c. Mrs. Francine Kluck, Adult Education Site Supervisor (Encl. 11)

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

XIII. Old Business

XIV. New and Miscellaneous Business

XV. Next Regularly Scheduled Meeting: Thursday – July 21, 2022

XVI. Adjournment