

Carbon Career & Technical Institute  
Joint Operating Committee Minutes

**Special Meeting**  
**August 30, 2022**

The Carbon Career & Technical Institute Joint Operating Committee met **Tuesday - August 30, 2022** for a Special meeting. The meeting, held virtually via Zoom was called to order by the Chairman, Mr. Gerald Strubinger, at 8:36 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"/>
Mr. Earl Paules, Member	<input type="checkbox"/>	<input checked="" type="checkbox"/>
VACANT, Vice-Chairman	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Mr. Thomas Connors, Member	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Mr. Brent Borzak, Administrative Director	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Mrs. Michelle Allen, Principal	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Mr. Jeffrey Deutsch, Bus. Administrator/Treasurer	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Mr. Ken Walters, Supervisor of Bldg. & Grounds	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Mrs. Christine Trovato, Facilitator of Special Education	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Mr. Rich Flacco, Alternate Member	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Mr. Jeremy Glaush, Alternate Member	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Mrs. Stacey Connell, Alternate Member	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Mr. Steven Foster, Alternate Member	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Ms. Chrissie Houser, Alternate Member	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Mr. Robert Presley, Superintendent of Record	<input type="checkbox"/>	<input checked="" 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: Nate Rinda, Director of Technology

The Committee met in Executive Session prior to the meeting to discuss personnel, litigation, and negotiation items.

**Items of Business**

*Personnel*

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

**Letter of Resignation Accepted**

- A.     to accept the letter of resignation received from Autumn Frey, Instructional Aide and HOSA Advisor, effective September 5, 2022.

**School-Wide Co-Curricular Activities and Student Club/Organization Advisors Approved**

- B. to approve the following individuals as School-Wide Co-Curricular Activities and Student Club/Organization Advisor, as needed at the established rates for the 2022-2023 school year:

HOSA Advisor – Mary Jo Sadusky  
SkillsUSA Assistant Advisor – Maritza Reinbold

**Instructional Aide Appointed**

- C. to appoint Holly Pshar as an Instructional Aide at a Step 1 salary per the current CCTI ESPA Employment Agreement.

**Instructional Aide Mentors Appointed**

- D. to appoint the following individuals as Instructional Aide Mentor for the 2022-2023 school year at the approved stipend of \$500:

Walter O'Donnell (Holly Pshar, Instructional Aide)  
Ashleigh Rehrig (TBD, Instructional Aide)

**Letter of Resignation Accepted**

- E. to accept the letter of resignation as teacher mentor (Mackenzie McVicker) received from Anna Leigh Conway, Science Teacher, effective August 23, 2022.

**Teacher Mentor Appointed**

- F. to appoint the following individual as Teacher Mentor for the 2022-2023 school year at the approved stipend of \$1,000:

Jacqueline Cole (Makenzie McVicker, Science Teacher)

- G. to appoint Kathleen O'Donnell as an Instructional Aide at a Step 1 salary per the current CCTI ESPA Employment Agreement, subject to all clearances and documentation.

ROLL CALL VOTE:	Yes	No	Absent	Abstain
Mr. Paules - Palmerton	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Mr. Foeller - Lehighton	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mr. Foster - Panther Valley	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Mr. Connors - Weatherly	<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.

*Education*

**Field Trip Approved**

- A. MOTION by Mr. Foeller, SECONDED by Mr. Strubinger that Maritza Reinbold, Graphic Design Instructor, Laura Foeller, Instructional Aide, JamiLynn McFarland-Johannsen, Assistant to the Director of Technology/Yearbook Advisor, and Elizabeth Schlecht, approved substitute/chaperone, chaperone nineteen (19) Graphic Design students on a field trip to Longwood Gardens, Kennett Square, PA September 19, 2022.

VOTE: YES - 3 NO - 0 ABSENT - 2 ABSTENTIONS - 0

Motion carried.

**Old Business**

NONE

**New and Miscellaneous Business**

NONE

**Next Regularly Scheduled Meeting:**

**Thursday – September 15, 2022**

**Adjournment**

Mr. Strubinger moved that the meeting adjourn. By unanimous consent, the meeting adjourned at 8:44 PM.

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Christina A. Graver  
Joint Operating Committee Secretary