

**Carbon Career & Technical Institute
Joint Operating Committee Minutes**

**Reorganization and Regular Meeting
December 15, 2022**

The Carbon Career & Technical Institute Joint Operating Committee met **Thursday - December 15, 2022** for its Reorganization and Regular meeting. The meeting, held virtually due to inclement weather, was called to order by the Chairman, Mr. Gerald Strubinger, at 7:27 PM with the Secretary being present, virtually.

	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 checked="" type="checkbox"/>	<input type="checkbox"/>
Mrs. Renee DeMelfi, Member	<input checked="" type="checkbox"/>	<input 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"/>
Mrs. Christine Trovato, Facilitator of Special Education	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Mr. Jeffry Deutsch, Bus. Administrator/Treasurer	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Mr. Nate Rinda, Director of Technology	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Mr. Ken Walters, Supervisor of Bldg. & Grounds	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Mrs. Francine Kluck, Adult Education Site Supervisor	<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 checked="" type="checkbox"/>	<input 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: NONE

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

Letters of Appointment

- A. MOTION by Mrs. DeMelfi, SECONDED by Mr. Foeller to acknowledge receipt of the Letter of Appointment for a Member of the Carbon Career & Technical Institute Joint Operating Committee (3-Year Term - December 2022 through December 2025):

Weatherly Area School District - Mr. Thomas J. Connors, Jr.

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

Motion carried.

Election of Temporary Chairman

Mr. Strubinger nominates Mr. Nathan Foeller for Temporary Chairman, SECONDED by Mrs. DeMelfi.

MOTION by Mrs. DeMelfi to close the nominations for and appoint Mr. Nathan Foeller as Temporary Chairman.

SECONDED by Mr. Connors.

ROLL CALL VOTE:	Yes	No	Absent	Abstain
Mr. Paules - 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. DeMelfi - Panther Valley	<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. Strubinger - Jim Thorpe	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

(The Secretary casts the ballot electing Mr. Nathan Foeller as Temporary Chairman.)

Election of Chairman

Mrs. DeMelfi nominates Mr. Gerald Strubinger for Chairman,
SECONDED by Mr. Foeller.

MOTION by Mrs. DeMelfi to close the nominations for and appoint Mr. Gerald Strubinger as Chairman.

SECONDED by Mr. Connors.

ROLL CALL VOTE:	Yes	No	Absent	Abstain
Mr. Paules - 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. DeMelfi - Panther Valley	<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. Strubinger - Jim Thorpe	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

(The Secretary casts the ballot electing Mr. Gerald Strubinger as Chairman.)

Election of Vice-Chairman

Mr. Strubinger nominates Mrs. Renee DeMelfi for Vice-Chairman,
SECONDED by Mr. Foeller.

MOTION by Mr. Connors to close the nominations for and appoint Mrs. Renee DeMelfi as Vice-Chairman.

SECONDED by Mr. Foeller.

ROLL CALL VOTE:

	Yes	No	Absent	Abstain
Mr. Paules - 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. DeMelfi - Panther Valley	<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. Strubinger - Jim Thorpe	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

(The Secretary casts the ballot electing Mrs. Renee DeMelfi as Vice-Chairman.)

Monthly Meetings

- A. MOTION by Mrs. DeMelfi, SECONDED by Mr. Connors that the Regular Monthly Meetings of the Carbon Career & Technical Institute Joint Operating Committee be held on the 3rd Thursday of each month during 2023, except where indicated* at the times listed as follows:

Executive Session: 5:00 PM

Regular Meeting: 6:00 PM

Note: *The February meeting has been scheduled for February 23, 2023 (4th Thursday) due to the Presidents' holiday.

The January and December public meetings only, will begin at 7:00 p.m.

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

Motion carried.

Approval of Minutes

- A. MOTION by Mrs. DeMelfi, SECONDED by Mr. Foeller to approve the Minutes of the November 17, 2022 Regular Meeting.

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

Motion carried.

Approval of Addendum

- A. MOTION by Mr. Connors, SECONDED by Mrs. DeMelfi to approve the inclusion of an Addendum to the December 15, 2022 Joint Operating Committee meeting agenda. Individual Addendum motions have been presented to and will be voted on by the Joint Operating Committee members in attendance, integrated among the agenda motions presented below.

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

Motion carried.

Courtesy of the Floor to Visitors

NONE

Approval of Treasurer's Report (November 2022)

- A. MOTION by Mrs. DeMelfi, SECONDED by Mr. Connors to approve the Treasurer's Report for November 2022 showing a final balance of \$6,581,988.96 in the General Fund, and \$75,777.95 in the Student Activities Account.

ROLL CALL VOTE:

	Yes	No	Absent	Abstain
Mr. Paules - 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. DeMelfi - Panther Valley	<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. Strubinger - Jim Thorpe	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Motion carried.

Approval of Payment of Bills

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

ROLL CALL VOTE:

	Yes	No	Absent	Abstain
Mr. Paules - 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. DeMelfi - Panther Valley	<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. Strubinger - Jim Thorpe	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Motion carried.

Administrative Reports

- A. Director's Report – Mr. Brent Borzak, Administrative Director

Mr. Borzak took a moment to compliment the staff and students as they have shown on numerous occasions their strength in coming together and giving to those in need both within our building and our community. He gave multiple examples and stressed that it is not a single individual or academic/technical area but instead the staff and student body as a whole.

He shared a recent historic event at CCTI with the visit of Pennsylvania Department of Education's Deputy Executive Secretary Dr. Debora Carrera. He spoke very highly of her and stated how she remained very down-to-earth and easy to speak with for both adults and students alike. Several CCTI students had the opportunity to meet and speak with her during her visit, all of whom were non-traditional students. She spoke of the breaking down of stereotypes in career and technical education.

Mr. Borzak wished everyone a Merry Christmas and a healthy year in 2023.

B. Principal's Report – Mrs. Michelle Allen, Principal

a. CCTI DECA Winners

- Mrs. Allen shared that CCTI had the following winners at yesterday's (12/14) DECA competition:
 - Four 1st place
 - Four 2nd place
 - Two 3rd place
 - Two 4th place
 - Two 5th place
 - One 6th place
 - All above winners will continue on to state competition
 - She commended to the work of Carly Rinda, Digital Marketing Instructor/DECA Advisor and her classroom aide Laura Foeller both of which are in their first year with CCTI, assistant advisor Scott Bartholomew, and all other staff members who assisted for all of their work preparing these students for success.
- She shared the following on the 1st round of SkillsUSA competitors (12/13):
 - Eleven 1st place
 - Six 2nd place
 - Three 3rd place
 - All 1st place finishers as well as direct to state competitors will advance to state competition. SkillsUSA has two more future dates for district competitions.

b. Alumni Spotlight

Christopher Trovato, 2015 Graduate

- Electrical Distribution and Automation/Electrician
- Joined the National Guard in 2017 and was deployed to Iraq in 2020 to serve active duty. His field is Signals Operations. His training and expertise in the electrical field made him qualified to work with fiber optics and fiber optic splicing necessary in setting up signal operations. In Iraq, he worked alongside the 101st Airborne Division. Chris's job was to take UAV drone footage, ensure no corruption, and broadcast the footage to specialists requesting them.
- Currently employed by the International Brotherhood of Electrical Workers Local 375 of Allentown, and presently working for Ace Electric (company which contracts with IBEW). Finishing up the Journeyman program by May 2023, which is a 5 year program, and serving in an internship program in preparation for being a Journeyman (foreman/leader to run a job).
- Chris is currently living in Bethlehem, PA, is married and has a 1 year old daughter, Penelope May.

C. Business Administrator's Report – Mr. Jeffry P. Deutsch, Business Administrator

2023-2024 Budget Update:

- a. The 2023-2024 CCTI Budget motion in on the agenda for approval.
- b. This motion forwards the 2023-2024 CCTI Budget to the five participating school districts for their approval.
- c. There is a projected 0.5% increase in expenditures from budget year 2022-2023 to 2023-2024.
- d. Again, there will be no overall increase to the five participating school districts.
- e. 2023-2024 will mark the 10th consecutive year of an overall zero budget increase to the five sending districts.

Mr. Deutsch wished everyone a Merry Christmas and a healthy New Year.

D. Facilitator of Special Education Report – Mrs. Christine Trovato, Facilitator of Special Education

Keystones will be administered in January. Most students with IEPs, 504 Plans, or Medical Plans, receive accommodations for standardized assessments, to meet their needs, as per their individualized plan. Therefore, special education teachers/case managers have provided a list of accommodations needed for each student, to CCTI's Keystone Coordinator, Mr. Colosimo. Examples of accommodations may include: small group, text to speech, directions read to, breaks, extended time, use of a calculator, and allow paper copies of the test.

Parent Teacher Conferences took place on December 6th from 4-7 pm. Approximately 60 families attended. Conferences provide parents and educators the opportunity to meet, gain information about students' performance, strengths and areas of needed improvement.

E. Building and Grounds Report – Mr. Ken Walters, Supervisor of Buildings and Grounds

- Mr. Walters thanked the JOC for their approval of his attendance at the PCCD (PA Commission on Crime and Delinquency) Threat Assessment Training Conference December 8, 2022
- He also mentioned the two motions on this evenings agenda under Building and Grounds and asked if anyone had questions

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

- Chromebooks - Chromebooks service and internal repairs.
- eSports - now up to 26 members. Thursday after school available. Next Rocket League competition to join again will be early Spring 2023.
- DECA - Set up online testing.
- DRC – CDT (Classroom Diagnostic Tool) 1st round of testing is in process. Results obtained and electronically posted for teacher review upon completion.
- Keystones - Preparation for Winter Session.
- Website - Cleanup and updating in preparation for website refresh in process.
- Drafting Design & Technology - Computer lab replacement in progress.
- Continued daily technology support/service - all of CCTI.

G. Adult Education Report – Ms. Francine Kluck, Adult Education Site Supervisor

Course Offerings Fall 2022

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
GED Preparation Courses

Program descriptions, orientations, and start dates are available at www.carboncti.org/adult-education; schedule available. Follow our happenings on Facebook @cctiadulted or Carbon Career and Technical Institute – Adult Education.

Outreach and Program Development Report

- December 5- Nurse Aide Orientation
- December 7, 16, 21 – GED orientation
- December 8 – Carbon County Prison GED – student transition meeting
- December 13 – GED CCTI Staff Program Improvement Team meeting
- December 22- Welding Graduation/ AWS Testing

Employment Opportunities

Carbon Career & Technical Institute is developing a pool of potential instructors for technical, business, and personal interest programs in the Adult Education Department. Interested in teaching adult evening classes? Please contact Francine Kluck.

Letters of Appointment

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

Alternate Representatives Appointed

- A. MOTION by Mrs. DeMelfi, SECONDED by Mr. Connors to acknowledge receipt of the Letters of Appointment of Alternate Representatives to the Carbon Career & Technical Institute Joint Operating Committee (1-Year Term – December 2022 through December 2023):

Jim Thorpe Area School District – Rich Flacco

Lehighon Area School District – Jeremy Glaush

Palmerton Area School District – Mrs. Stacey Connell

Panther Valley School District – Mr. Steven Foster

Weatherly Area School District – Mrs. Chrissie Houser

Authority Members Appointed

- B. to acknowledge receipt of the Letter of Appointment to the Carbon Career & Technical Institute Authority (5 Year Term – January 2023 through December 2027):

Lehighon Area School District – Ms. Heather Neff*

Panther Valley School District – Mr. Marco D’Ancona

Note: Filling the unexpired term of Walter Zlomsowitch through December 2025.

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

Items of Business

Personnel

MOTION by Mrs. DeMelfi, SECONDED by Mr. Strubinger that the following motions be approved:

Letter of Resignation Accepted

- A. to accept the letter of resignation from Holly Pshar, Instructional Aide, effective December 2, 2022.

CCTI Local Advisory (Perkins Participatory Planning) Committee Members Approved

- B. to approve the following individuals as members of the CCTI Local Advisory (Perkins Participatory Planning) Committee for the 2022-2023 school year:

Rocky Ahner	Mary Beth Dougherty	JamiLynn McFarland-Johannsen
Tom Albright	Elaine Eib	Sandra Michalik
Stephen Alessi	Tom Gerhard	Rob Mikulski
Sharon Alexander	Marguerite Green	Todd Morris
Michelle Allen	Lisa Greenawalt	Steve Ohl
Jennifer Aquila	Stacie Gula	Diahann Ouly
Chris Barrett	Saige Hancharick	Albert Parillo
Stephanie Barto	Michael Heater	Joseph Pinto
Kathy Benyak	Jeane Heist	Robyn Plesniarski
Dan Borden	Samuel Hellen	Justin Pshar
Ann Bieber	Kathy Henderson	Tony Radocha
Mary (Colleen) Bird	Richard Hobbs	Tammy Recker
Ashley Borzak	Connie Hoffman	Genesis Reyes
Brent Borzak	Ingrid Holder	Nate Rinda
Greg Bott	Chrissie Houser	Marianne Rustad
Heather Brown	Tiffany Huff	Angela Semkew
Karen Buck	Rose Jacklinski	Erin Snyder
William Burke	Margaret Kalogerakis	Jesse Snyder
Paul Caputo	Marlyn Kissner	Gerald Strubinger
Lori Chaplin	Michele Klock	Rachel Strucko
Eric Christman	Francine Kluck	Christine Trovato
Sara Coggiano	Audrey Larvey	Lisa Walck
Eugene Colosimo	Tom Lesisko	Julie Walker
Renee DeMelfi	James Logue	Ken Walters
Jeffry Deutsch	Chris Lukasevich	Michael Wildoner
Bobby Dodd	Kathy Martin	Jeffrey Yanochko

Substitute Approved

- C. that the below listed individual be approved to substitute for the 2022-2023 school year at the established rates, as follows:

- David Reinbold – Administrative, Teacher, Instructional Aide

Letter of Resignation Accepted

- D. to accept the letter of resignation received from Mary Jo Sadusky, Health Medical Instructor effective December 28, 2022.

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

Motions carried.

Instructor Appointed

- E. MOTION by Mrs. DeMelfi, SECONDED by Mr. Foeller to appoint Donna McClain Health Medical Assistant/ Aide Instructor, effective January 9, 2023 at a step 9 salary* per the current Agreement between the Carbon Career & Technical Institute (CCTI) Joint Operating Committee and the CCTI Education Association.

Note: *Per Appendix A – Salary Schedule Notes of the current CCTI EA Agreement.

ROLL CALL VOTE:

	Yes	No	Absent	Abstain
Mr. Paules - 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. DeMelfi - Panther Valley	<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. Strubinger - Jim Thorpe	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Motion carried.

Education

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

Field Trip Retroactively Approved

- A. to retroactively approve the following:
that Thomas Bartholomew, Welding Instructor chaperone 4 CCTI welding students on a field trip to Pennsylvania College of Technology, Williamsport, PA December 2, 2022 to attend the AWS (American Welding Society) District 3 meeting.

Field Trip Retroactively Approved

- B. to retroactively approve the following:
that Maya Kowalczyk, English Teacher/"The Buzz" School Newspaper Advisor chaperone 6 CCTI school newspaper students on a field trip to Broadway (business district), Jim Thorpe, PA December 8, 2022 to visit Jim Thorpe establishments with advertising contracts and a prepared sales pitch to solicit ads from local businesses for the CCTI school newspaper, "The Buzz."

Competition Attendance Approved

- C. that two (2) CCTI Automotive Service Technology students attend the Greater Lehigh Valley Auto Dealers Competition. The competition will be held on February 11, 2023 at the Northampton Community College Auto Garage, Bethlehem, PA. The competition will be chaperoned by Mr. Harold Resh, Automotive Service Technology Instructor.

Field Trip Approved

- D. that Maya Kowalczyk, English Teacher/School Newspaper ("The Buzz") Advisor and JamiLynn McFarland-Johannsen, Yearbook Advisor, chaperone 18 CCTI newspaper club and yearbook students on a field trip to Kutztown University, Kutztown, PA to attend the first inaugural Save Journalism Conference.

Field Trip Approved

- E. to approve a senior class trip to Knoebel's Amusement Resort, Elysburg, PA on May 25, 2023 at an approximate cost of \$3,500 for ticket and transportation expenses.

Note: Expenses for the trip are included in the 2022-2023 General Fund Budget

Prom Attendee Payment Approved

- F. to approve CCTI covering the cost of approximately \$50.00 for each attending CCTI student attending the 2023 CCTI Prom.

Note: The 2023 CCTI Prom will be held on Friday, May 12, 2023 at Penn's Peak. The total cost of CCTI student tickets will be covered through the 2022-2023 CCTI General Fund School Sponsored Activity Budget. Non-CCTI students will pay for purchase of ticket. This practice was followed for both the 2021 and the 2022 CCTI prom.

Field Trip Approved

- G. that Maya Kowalczyk, AP English Teacher and Tara DeVincenzo, Building Substitute, chaperone 12 CCTI AP English students on a field trip to Lunt-Fontanne Theater, New York, NY on April 12, 2023 to attend a showing of Sweeney Todd at a cost not to exceed \$3,600 to cover the expense of transportation and tickets.

Note: Expenses for the trip are included in the 2022-2023 General Fund Budget and will be offset through fundraising activities.

ROLL CALL VOTE:

	Yes	No	Absent	Abstain
Mr. Strubinger - Jim Thorpe	<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. Paules - Palmerton	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mrs. DeMelfi - Panther Valley	<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"/>

Motions carried.

Budget & Finance

Forwarding of 2023-2024 Proposed Secondary Budget Approved

- A. MOTION by Mrs. DeMelfi, SECONDED by Mr. Connors to approve the 2023-2024 Proposed Secondary Budget for Carbon Career & Technical Institute, call for Receipts and Expenditures in the amount of \$9,096,315.00 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 2023-2024 proposed CCTI budget marks the 10th consecutive year of a 0.00% overall increase to the participating member districts.

ROLL CALL VOTE:

	Yes	No	Absent	Abstain
Mr. Strubinger - Jim Thorpe	<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. Paules - Palmerton	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mrs. DeMelfi - Panther Valley	<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"/>

Motion carried.

Buildings & Grounds

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

GKO Architects Proposal Accepted

- A. to accept the proposal of GKO Architects to explore the possibility of putting a roof over the existing courtyard and creating additional enclosed program space at a cost not to exceed \$18,500.00.

Keystone Fire and Security Furnishing and Installation Approved

- B. to approve Keystone Fire and Security to furnish and install an OnyxWorks Workstation to CCTI's existing NFS3030 Honeywell Notifier fire panel at a total cost of \$34,266.00.

Note: This proposal is submitted by a proprietary COSTARS vendor. This expense is budgeted in our JOC approved Capital plan.

ROLL CALL VOTE:

	Yes	No	Absent	Abstain
Mr. Strubinger - Jim Thorpe	<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. Paules - Palmerton	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mrs. DeMelfi - Panther Valley	<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"/>

Motions carried.

Administrative

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

Conference Request Approved

- A. that Nate Rinda, Director of Technology, Carly Rinda, Digital Marketing Instructor, and Wendi Bartholomew, Computer/Electronics Engineering Technology Instructor attend the Pennsylvania Educational Technology Expo & Conference (PETE & C) February 13-14, 2023 at the Kalahari Resorts and Conventions, Pocono Manor, PA at an amount not to exceed of \$1,600.00 to cover the expense of registration, lodging, meals, and mileage.

Three Year Induction Plan Timeline Addition Approved

- B. to approve the following addition to the currently approved Three Year Induction Plan Timeline:

that each new teacher will be provided mentor guidance for a period of two years as follows:

Year one: Academic teacher will be provided the guidance of an academic mentor, provided one is available. If not, a CTE mentor will be provided.
CTE instructor will be provided the guidance of a CTE mentor, provided one is available. If not, an academic mentor will be provided.

Year two: Academic teacher will be provided the guidance of a CTE mentor, provided one is available. If not, an academic mentor will be provided.
CTE instructor will be provided the guidance of an academic mentor, provided one is available. If not, a CTE mentor will be provided.

Note: This update will take effect immediately, encompassing current new teachers hired within the 2022-2023 school year.

ROLL CALL VOTE:	Yes	No	Absent	Abstain
Mr. Strubinger - Jim Thorpe	<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. Paules - Palmerton	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mrs. DeMelfi - Panther Valley	<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"/>

Motions carried.

Carbon Chamber & Economic Development Business Education

- C. MOTION by Mrs. DeMelfi, SECONDED by Mr. Foeller to approve the Carbon Chamber & Economic Development (CCEDC) Business Education Partnership and CCTI Career Fair and Job Expo on March 30, 2023 at CCTI.

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

Motion carried.

Reports

Foundation Report Accepted

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

Note: The balance in this account stands at \$576.15.

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

Motion carried.

Administrative Reports

- A. MOTION by Mr. Foeller, SECONDED by Mr. Connors to accept Administrative Reports from the following:

- a. Mrs. Francine Kluck, Adult Education Site Supervisor

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

Motion carried.

Old Business

NONE

New and Miscellaneous Business

Conference Reports Acknowledged

- A. MOTION by Mr. Connors SECONDED by Mr. Foeller to acknowledge receipt of the conference report submitted by the following individual, after attending the Conference on Integrated Learning: The School-to-Career Connection Conference November 2-4, 2022 at the Penn Stater Conference Center Hotel, State College, PA:

- Stephen Nesler

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

Motion carried.

Next Regularly Scheduled Meeting:

Thursday — January 19, 2023

Please note: The January Meeting will begin at 7:00 p.m.

Adjournment

Mr. Connors moved, seconded by Mr. Foeller, that the meeting adjourn. By unanimous consent, the meeting adjourned at 8:10 PM.

Christina A. Graver
Joint Operating Committee Secretary