

Carbon Career & Technical Institute
Joint Operating Committee Agenda

Regular Meeting
May 18, 2023

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"/>
Mr. Earl Paules, Member	<input type="checkbox"/>	<input type="checkbox"/>
Mrs. Renee DeMelfi, Vice-Chairman	<input type="checkbox"/>	<input type="checkbox"/>
Mr. Thomas Connors, Member	<input type="checkbox"/>	<input type="checkbox"/>
Mr. Brent Borzak, Administrative Director	<input type="checkbox"/>	<input type="checkbox"/>
Mrs. Michelle Allen, Principal	<input type="checkbox"/>	<input type="checkbox"/>
Mrs. Christine Trovato, Facilitator of Special Education	<input type="checkbox"/>	<input type="checkbox"/>
Mr. Jeffrey Deutsch, Bus. Administrator/Treasurer	<input type="checkbox"/>	<input type="checkbox"/>
Mr. Nate Rinda, Director of Technology	<input type="checkbox"/>	<input type="checkbox"/>
Mr. Ken Walters, Supervisor of Bldg. & Grounds	<input type="checkbox"/>	<input type="checkbox"/>
Mrs. Francine Kluck, Adult Education Site Supervisor	<input type="checkbox"/>	<input type="checkbox"/>
Mr. Rich Flacco, Alternate Member	<input type="checkbox"/>	<input type="checkbox"/>
Mr. Jeremy Glaush, Alternate Member	<input type="checkbox"/>	<input type="checkbox"/>
Mrs. Stacey Connell, Alternate Member	<input type="checkbox"/>	<input type="checkbox"/>
Mr. Steven Foster, Alternate Member	<input type="checkbox"/>	<input type="checkbox"/>
Ms. Chrissie Houser, Alternate Member	<input type="checkbox"/>	<input type="checkbox"/>
Mr. Robert Presley, 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. The Committee met in Executive Session prior to the meeting to discuss personnel, litigation, and negotiation items.

V. **Approval of Addendum (if applicable)**

A. MOTION by _____, SECONDED by _____ to approve the inclusion of an Addendum to the May 18, 2023 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 - _____ NO - _____ ABSENT - _____ ABSTENTIONS - _____

VI. Approval of Minutes

A. MOTION by _____, SECONDED by _____ to approve the Minutes of the April 20, 2023 Regular Meeting. (Encl. 1)

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

VII. Courtesy of the Floor to Visitors

VIII. Approval of Payment of Bills

A. MOTION by _____, SECONDED by _____ to approve Payment of Bills - General Fund and Other Accounts. (Encl. 2)

ROLL CALL VOTE:

	Yes	No	Absent	Abstain
Mr. Connors - Weatherly	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mrs. DeMelfi - Panther Valley	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mr. Foeller - Lehighnton	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mr. Paules - Palmerton	<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"/>

IX. Approval of Treasurer's Reports (April 2023)

A. MOTION by _____, SECONDED by _____ to approve the Treasurer's Report for April 2023 showing a final balance of \$6,568,886.97 in the General Fund, and \$78,345.55 in the Student Activities Account. (End. 3)

ROLL CALL VOTE:

	Yes	No	Absent	Abstain
Mr. Connors - Weatherly	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mrs. DeMelfi - Panther Valley	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mr. Foeller - Lehighnton	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mr. Paules - Palmerton	<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"/>

X. **Administrative Reports**

- A. Superintendent of Record Report – Mr. Robert Presley, Jim Thorpe Area School District Superintendent
 - a. Margaret Kalogerakis, Student Success Coordinator with students
Technical Education Day at the Pennsylvania Capitol
 - b. Margaret Kalogerakis, Student Success Coordinator with students
Teach CTE Day at Penn State University
 - c. Margaret Kalogerakis, Interact Rotary Club Advisor

- B. Principal’s Report – Mrs. Michelle Allen, Principal
 - a. SkillsUSA
 - Kevin Kuehner, SkillsUSA Advisor with student
 - Maritza Reinbold, SkillsUSA Assistant Advisor with students
 - Thomas Bartholomew, SkillsUSA Assistant Advisor with students
 - b. Certifications
 - c. Digital Marketing and Business Fundamentals Instagram Update
 - d. Application Update (application process, numbers received, wait list, letters to students/parents)

- C. Business Administrator’s Report – Mr. Jeffrey P. Deutsch, Business Administrator
 - a. No increase is currently being forecasted for the 2024-2025 Operating Budget year.

- D. Facilitator of Special Education Report – Mrs. Christine Trovato, Facilitator of Special Education
 - a. Intake meeting updates

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

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

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

XI. **Items of Business**

Personnel

- A. MOTION by _____, SECONDED by _____ to approve intermittent Family Medical Leave time for employee #3133, effective January 1, 2023 through January 1, 2024.

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

B. MOTION by _____, SECONDED by _____ to appoint Salvatore LoPresti as Culinary Arts Instructional Aide at a Step 1 salary effective August 24, 2023 per the current CCTI ESPA Employment Agreement.

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

C. MOTION by _____, SECONDED by _____ that the following individual be employed for additional days (as indicated below) at the individual's per diem rate, between June 6, 2023 and August 23, 2023:

- Salvatore LoPresti, Culinary Arts Instructional Aide - up to 5 days
Time will be devoted to preparing for cafeteria production services for the next school year
- Justin Pshar, Math Teacher - up to 4 days
- Steve Anderson, Math Teacher - up to 4 days
Curriculum development and overall class planning for the new CCTI trigonometry math course

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

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

D. MOTION by _____, SECONDED by _____ to reaffirm the following individuals as Paraprofessional Mentor at the established rate of \$500 for the 2022-2023 school year, as indicated below:

Sandy Kohutka (Laura Foeller)
Walter O'Donnell, pro-rated (Holly Pshar, 08/31 - 12/02/2022)
Ashleigh Rehrig (Julian Valentini)

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

E. MOTION by _____, SECONDED by _____ to reaffirm the following individuals as Teacher Mentor at the established rate of \$1,000 for the 2022-2023 school year, as indicated below:

- Scott Bartholomew (Carly Rinda, Digital Marketing and Business Fundamentals Instructor)
- Jacqueline Cole (Mackenzie McVicker, Science Teacher)
- Jeremy Pease (Wendi Bartholomew, Computer/Electronics Engineering Technology Instructor)
- Jeremy Pease (Mary Jo Sadusky/Donna McClain, Health/Medical Assistant/ Aide Instructor)
- Harold Resh (William Sorokin, HVAC Instructor)

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

F. MOTION by _____, SECONDED by _____ to reaffirm the following individuals as School-Wide Co-Curricular Activities and Student Club/Organization Advisors at the established rates for the 2022-2023 school year, as indicated below and based on the job description:

- DECA Advisor - Carly Rinda (\$2,300)
- DECA Assistant Advisor - Scott Bartholomew (\$1,600)
- HOSA Co-Advisor - Donna McClain (\$1,150)
- HOSA Co-Advisor - Sandi Kohutka (\$1,150)
- SkillsUSA Advisor - Kevin Kuehner (\$2,300)
- SkillsUSA Assistant Advisor - Thomas Bartholomew (\$1,600)
- SkillsUSA Assistant Advisor - Maritza Reinbold (\$1,600)
- eSports Advisor - Nate Rinda (\$2,300)
- Interact Rotary Club Advisor - Margaret Kalogerakis (\$2,300)
- National Technical Honor Society - Sue Ann Gerhard (\$2,300)
- SADD/Aevidum Advisor - Rebecca Schaeffer (\$2,300)
- Senior Class Advisor - Sandi Kohutka (\$2,300)
- Student Council - Jacqueline Cole (\$2,300)
- Underclass Advisor - Brandi Schmoyer (\$2,300)
- Yearbook Advisor - JamiLynn Johannsen (\$2,300)
- Podcast Club Mentor - Maritza Reinbold (\$1,600)
- Student Publishing Club - Maya Kowalcyk (\$1,600)

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

G. MOTION by _____, SECONDED by _____ to approve the following salaries for advisor/mentor positions for the 2023-2024 school year:

- DECA Advisor - \$2,300
- HOSA Advisor - \$2,300
- SkillsUSA Advisors (3) - \$1,600 ea.
- eSports Advisor - \$2,300
- Interact Rotary - \$2,300
- National Technical Honor Society - \$2,300
- SADD/Aevidum - \$2,300
- Senior Class Advisor - \$2,300
- Student Council - \$2,300
- Underclass Advisor (Freshmen, Sophomore, Junior - combined) - \$2,300
- Yearbook - \$2,300
- DECA Assistant Advisor - \$1,600
- Podcast Club Mentor - \$1,600
- Student Publishing Club (Newspaper) Mentor - \$1,600

ROLL CALL VOTE:	Yes	No	Absent	Abstain
Mr. Connors – Weatherly	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mrs. DeMelfi - Panther Valley	<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"/>
Mr. Paules – Palmerton	<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"/>

H. MOTION by _____, SECONDED by _____ to approve a Joint Operating Committee Secretary annual stipend of \$1,500.00, effective July 1, 2023 through June 30, 2024.

ROLL CALL VOTE:	Yes	No	Absent	Abstain
Mr. Connors – Weatherly	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mrs. DeMelfi - Panther Valley	<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"/>
Mr. Paules – Palmerton	<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"/>

I. MOTION by _____, SECONDED by _____ to approve the hourly rate for Homebound Instructor for the 2023-2024 school year on an as-needed basis at \$50.00.

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

J. MOTION by _____, SECONDED by _____ to approve the Teacher Mentor stipend of \$1,000.00 for the 2023-2024 school year.

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

K. MOTION by _____, SECONDED by _____ to approve the Paraprofessional Mentor stipend of \$500.00 for the 2023-2024 school year.

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

L. MOTION by _____, SECONDED by _____ to approve the hourly rate for substitute van/bus driver of \$25.00 effective July 1, 2023 through June 2024.

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

M. MOTION by _____, SECONDED by _____ to approve the following individuals as School-Wide Co-Curricular Activities and Student Club/Organization Advisors/Mentors, as needed at the established rates for the 2023-2024 school year:

DECA Advisor - Carly Rinda
DECA Assistant Advisor - Scott Bartholomew
HOSA Advisor - Donna McClain
SkillsUSA Advisors - Thomas Bartholomew, Heather Cassidy, Harold Resh
eSports Advisor - Nate Rinda
Interact Rotary Club Advisor - Margaret Kalogerakis
National Technical Honor Society - Sue Ann Gerhard
SADD/Aevidum Advisor - Rebecca Schaeffer
Senior Class Advisor - Sandi Kohutka
Student Council - Jacqueline Cole
Underclass Advisor - Brandi Schmoyer
Yearbook Advisor - JamiLynn Johannsen
Podcast Club Mentor - Julian Valentini
Student Publishing Club Mentor - Maya Kowalcyk

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

N. MOTION by _____, SECONDED by _____ to appoint the following individuals as Teacher Mentor for the 2023-2024 school year at the established stipend:

Scott Bartholomew (Julian Valentini, Social Studies/Special Education Teacher)
Michael Baumgardt (William Sorokin, HVAC Instructor)
Jacqueline Cole (Carly Rinda, Digital Marketing and Business Fundamentals Instructor)
Diane Hyjurick (Mackenzie McVicker, Science Teacher)
Angela Sablich (Donna McClain, Health/Medical Assistant/Aide Instructor)
Tammy Marshall (Wendi Bartholomew, Computer Information Technology Instructor)

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

O. MOTION by _____, SECONDED by _____ to appoint the following individuals as Paraprofessional Mentor for the 2023-2024 school year at the established stipend:

Ashleigh Rehrig (Salvatore LoPresti)

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

P. MOTION by _____, SECONDED by _____ to accept the verbal resignation received from Amanda Belford, Instructional Aide effective May 1, 2023.

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

Q. MOTION by _____, SECONDED by _____ to accept the letter of resignation received from Joanne Swartz, Bookkeeper/ Business Office Secretary effective June 30, 2023.

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

Education

A. MOTION by _____ SECONDED by _____ that three (3) students attend SkillsUSA National Leadership & Skills Conference (Competition), June 19 - 24, 2023 in Atlanta, GA at an estimated cost of \$11,700 to cover the expense of registration, transportation, lodging, and meals. Kevin Kuehner, SkillsUSA Advisor and Thomas Bartholomew, SkillsUSA Assistant Advisor will chaperone this event.

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

ROLL CALL VOTE:	Yes	No	Absent	Abstain
Mr. Connors - Weatherly	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mrs. DeMelfi - Panther Valley	<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"/>
Mr. Paules - Palmerton	<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 _____ to grant permission to notify CCTI employees, who do not work through or do not receive pay for the summer months, that there is a "reasonable assurance" their position will be available to them again when school re-opens in August 2023.

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

C. MOTION by _____, SECONDED by _____ to approve the following retroactively:

that nine (9) students attend Technical School Education Day on April 25, 2023 at the Pennsylvania State Capitol Building, Harrisburg, PA. Heather Cassidy, Cosmetology Instructional Aide, Margaret Kalogerakis, Student Success Coordinator, Sal LoPresti, Culinary Arts Substitute, and Brent Borzak, Administrative Director chaperoned this event.

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

D. MOTION by _____, SECONDED by _____ to approve the following retroactively:

that six (6) students attend Teach CTE Day on May 2, 2023 at Penn State University, University Park, PA. Brent Borzak, Administrative Director and Margaret Kalogerakis, Student Success Coordinator chaperoned this event.

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

Budget & Finance

A. MOTION by _____, SECONDED by _____ to approve the following depositories for Carbon Career & Technical Institute funds as indicated below for the 2023-2024 Fiscal Year:

- Mauch Chunk Trust Company
General Fund Account, Activities Fund Account, Payroll Account, CD Purchases
- PLGIT (Pennsylvania Local Government Investment Trust)
House Building Renovation Account, Capital Projects Account, Scholarship Trust Fund, General Fund, CCTI Foundation Account, CCTI Building Renovation/Expansion fund)
- INVEST (PA Treasurer Program for Local Governments)
General Fund
- Jim Thorpe National Bank
General Fund, CD Purchases

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

B. MOTION by _____, SECONDED by _____ to grant permission to participate in cooperative arrangements for purchasing supplies and computer equipment for the 2023-2024 fiscal year through the following:

- Carbon Lehigh IU #21
- Central Susquehanna IU #16

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

C. MOTION by _____, SECONDED by _____ to grant permission to participate in the National School Lunch Program including the Community Eligibility Provision (CEP) and the U.S.D.A. Commodities Program for the 2023-2024 school year.

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

D. MOTION by _____, SECONDED by _____ to amend the Section 125 Flexible Plan Benefits Plan, effective July 1, 2023 to continue the Medical Plan Cash Opt-Out Election of \$400.00 per month (waive Family Medical Plan) and \$300.00 per month (waive Non-Single Medical Plan).

Note: This arrangement has successfully decreased health care expenses in recent years.

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

E. MOTION by _____, SECONDED by _____ to appoint Kirk, Summa & Company (East Stroudsburg, PA) as Auditor for the Carbon Career & Technical Institute Joint Operating Committee for the 2023-2024 fiscal year, effective July 1, 2023, at an annual fee of \$19,500.

Note: The audit covers CCTI, as well as the school foundation and authority.

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

F. MOTION by _____, SECONDED by _____ that compulsory Student Accident Insurance for all SECONDARY students attending Carbon Career & Technical Institute for the 2023-2024 school year continue to be purchased from PA Church Insurers Agency LLC, Sunbury, PA at an estimated cost not to exceed \$2,073.00. Coverage shall include the school day, to and from school, field trips, cooperative education, and job shadow/internship activities.

Note: This has been in force for the past sixteen years.

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

G. MOTION by _____, SECONDED by _____ to approve the current CCTI Capital/ Instructional Equipment Plan, as presented.

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

A. MOTION by _____ SECONDED by _____ to approve the first reading of the following revised CCTI policy, as presented: (Encl. 4)

#213 (PUPILS) - Assessment of Student Progress

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

B. MOTION by _____ SECONDED by _____ to acknowledge that all CCTI CTE programs have been reapproved through the PA Department of Education and the Career and Technical Education Information System (CATS) Secondary program.

Note: Programs are approved for the next five (5) years.

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

C. MOTION by _____ SECONDED by _____ that Jeffrey Nietz, Mental Health/Behavior Assistant, attend the 2023 National PowerSchool Users Group Event East November 27-30, 2023 at the DoubleTree by Hilton at Sea World, Orlando, FL at a total cost of \$599 to cover registration, only.

Note: Dr. Nietz will cover all other expenses for this trip.

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

D. MOTION by _____ SECONDED by _____ to approve the submission of the FY23 COPS (Community Oriented Policing Services) School Violence Prevention Program grant.

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

E. MOTION by _____ SECONDED by _____ to approve the Memorandum of Understanding with the Jim Thorpe Police Department, per the Pennsylvania department of Education Safe School Reporting regulations and CCTI JOC Policy 218.1, as presented.

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

Reports

A. MOTION by _____ SECONDED by _____ to accept the Carbon Career & Technical Institute Foundation Report, as presented. (Encl. 5)

Note: The balance in this account stands at \$586.50.

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

Administrative Reports

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

- a. Mrs. Christine Trovato, Facilitator of Special Education (Encl. 6)
- b. Mrs. 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 Anthony (A.J.) Burke, Culinary Arts Instructor, after attending the 2023 Food & Culinary Expo sponsored by Schiff's Food Service, Inc. May 9, 2023 at the Mount Airy Casino Resort Grand Ballroom, Mount Pocono. (Encl. 8)

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

B. MOTION by _____, SECONDED by _____ to acknowledge receipt of the conference report submitted by the following, after attending the Educators Wellness Day May 10, 2023 at Camp Fowler, Orefield:

Tammy Marshall, Cosmetology Instructor	(Encl. 9)
Maya Kowalcyk, English Teacher	(Encl. 10)
Ashleigh Rehrig, Culinary Arts Instructional Aide	(Encl. 11)

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

XIV. **Next Regularly Scheduled Meeting:** **Thursday – June 15, 2023**

XV. **Adjournment**