

Carbon Career & Technical Institute  
Joint Operating Committee Agenda

**Regular Meeting**  
**July 20, 2023**

I. Call to Order - Chairman

II. Salute to the Flag

III. Roll Call

	Present	Absent
Mr. Gerald Strubinger, Member	<input type="checkbox"/>	<input type="checkbox"/>
Mr. Nathan Foeller, Member	<input type="checkbox"/>	<input type="checkbox"/>
Mr. Earl Paules, Vice-Chairman	<input type="checkbox"/>	<input type="checkbox"/>
Mrs. Renee DeMelfi, 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 July 20, 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 June 15, 2023 Regular Meeting. (Encl. 1)

VOTE: YES - \_\_\_\_\_ NO - \_\_\_\_\_ ABSENT - \_\_\_\_\_ ABSTENTIONS - \_\_\_\_\_

B. MOTION by \_\_\_\_\_, SECONDED by \_\_\_\_\_ to approve the Minutes of the June 30, 2023 Special Meeting. (Encl. 2)

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. 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. Connors - Weatherly	<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"/>
Mrs. DeMelfi - Panther Valley	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**IX. Administrative Reports**

- A. Director's Report - Mr. Brent Borzak, Administrative Director
- B. Principal's Report - Mrs. Michelle Allen, Principal
- 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
- 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
- H. Superintendent of Record Report – Mr. Robert Presley, Jim Thorpe Area School District Superintendent

X. **Items of Business**

*Personnel*

- A. MOTION by \_\_\_\_\_, SECONDED by \_\_\_\_\_ to acknowledge and approve the letter of non-renewal regarding the employment of employee #3200, effective June 30, 2023.

VOTE: YES - \_\_\_\_\_ NO - \_\_\_\_\_ ABSENT - \_\_\_\_\_ ABSTENTIONS - \_\_\_\_\_

- B. MOTION by \_\_\_\_\_, SECONDED by \_\_\_\_\_ to accept the return transfer to the position of Administrative Assistant – Student Support Services of Sue Ann Gerhard effective July 1, 2023.

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

- C. MOTION by \_\_\_\_\_, SECONDED by \_\_\_\_\_ to approve re-entry of Sue Ann Gerhard into the previously established Employment Agreement between the CCTI Joint Operating Committee and Sue Ann Gerhard, Administrative Assistant – Student Support Services (effective January 1, 2023 through June 30, 2028).

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

D. MOTION by \_\_\_\_\_, SECONDED by \_\_\_\_\_ to accept the transfer from the position of Administrative Assistant – Student Support Services and appoint Sandra Kohutka Business Office Assistant/Secretary (Accounts Payable) effective July 11, 2023.

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

E. MOTION by \_\_\_\_\_, SECONDED by \_\_\_\_\_ to accept the letter of resignation received from Mackenzie McVicker, Science teacher, effective June 22, 2023.

VOTE: YES - \_\_\_\_\_ NO - \_\_\_\_\_ ABSENT - \_\_\_\_\_ ABSTENTIONS - \_\_\_\_\_

F. MOTION by \_\_\_\_\_, SECONDED by \_\_\_\_\_ to appoint Jacob Kunkel Science Teacher, effective August 24, 2023 at a step 1 salary per the current Agreement between the Carbon Career & Technical Institute (CCTI) Joint Operating Committee and the CCTI Education Association.

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

G. MOTION by \_\_\_\_\_, SECONDED by \_\_\_\_\_ to approve the Letter of Understanding between CCTI and Jacob Kunkel, Science Teacher, as presented.

VOTE: YES - \_\_\_\_\_ NO - \_\_\_\_\_ ABSENT - \_\_\_\_\_ ABSTENTIONS - \_\_\_\_\_

H. MOTION by \_\_\_\_\_, SECONDED by \_\_\_\_\_ to appoint the following individual as Teacher Mentor for the 2023-2024 school year at the established stipend:

Phillip Strubinger (Jacob Kunkel, Science Teacher)

VOTE: YES - \_\_\_\_\_ NO - \_\_\_\_\_ ABSENT - \_\_\_\_\_ ABSTENTIONS - \_\_\_\_\_

I. MOTION by \_\_\_\_\_, SECONDED by \_\_\_\_\_ to accept the letter of resignation received from Thomas Bartholomew, Welding Instructor, effective June 26, 2023.

VOTE: YES - \_\_\_\_\_ NO - \_\_\_\_\_ ABSENT - \_\_\_\_\_ ABSTENTIONS - \_\_\_\_\_

J. MOTION by \_\_\_\_\_, SECONDED by \_\_\_\_\_ to approve the following individual as a School-Wide Co-Curricular Activity and Student Club/Organization Advisor/Mentor, at the established rates for the 2023-2024 school year:

SkillsUSA Advisors - Kevin Kuehner

VOTE: YES - \_\_\_\_\_ NO - \_\_\_\_\_ ABSENT - \_\_\_\_\_ ABSTENTIONS - \_\_\_\_\_

K. MOTION by \_\_\_\_\_, SECONDED by \_\_\_\_\_ to appoint Stephen Brili Custodial/Maintenance/Groundskeeper/Cleaner Personnel at a Step 1 salary effective July 22, 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"/>
Mr. Foeller - Leighton	<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"/>
Mrs. DeMelfi - Panther Valley	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

L. MOTION by \_\_\_\_\_, SECONDED by \_\_\_\_\_ to approve the Memorandum of Understanding between CCTI and the CCTI ESPA on behalf of Stephen Brili, Custodial/Maintenance/Groundskeeper/Cleaner Personnel, as presented.

VOTE: YES - \_\_\_\_\_ NO - \_\_\_\_\_ ABSENT - \_\_\_\_\_ ABSTENTIONS - \_\_\_\_\_

M. MOTION by \_\_\_\_\_, SECONDED by \_\_\_\_\_ to appoint Rainbeau Currier as CTE Instructional Aide at a Step 1 salary effective August 22, 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"/>
Mr. Foeller - Leighton	<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"/>
Mrs. DeMelfi - Panther Valley	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

N. MOTION by \_\_\_\_\_, SECONDED by \_\_\_\_\_ to appoint Dean John Wychulis as Health Medical Instructional Aide at a Step 1 salary effective August 22, 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"/>
Mr. Foeller - Leighton	<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"/>
Mrs. DeMelfi - Panther Valley	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

O. MOTION by \_\_\_\_\_, SECONDED by \_\_\_\_\_ to appoint Karina Martin as Academic Instructional Aide at a Step 1 salary effective August 22, 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"/>
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"/>
Mrs. DeMelfi - Panther Valley	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

P. MOTION by \_\_\_\_\_, SECONDED by \_\_\_\_\_ that the following individuals be employed for additional days (as indicated below) at the individual's per diem rate, between July 21, 2023 and August 23, 2023:

- Donna McClain, Health Medical Instructor - up to 3 days  
Preparation for upcoming CNA audit
- Jacob Kunkel, Science Teacher - up to 10 days  
Newly appointed teacher. Two (2) of the ten (10) days will be utilized for New Teacher Induction days.

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"/>
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"/>
Mrs. DeMelfi - Panther Valley	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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

Richard Stettler (Rainbeau Currier)  
John Rogers (Dean John Wychulis)  
Walter O'Donnell (Karina Martin)  
Kevin Wagner (Academic Aide)

VOTE: YES - \_\_\_\_\_ NO - \_\_\_\_\_ ABSENT - \_\_\_\_\_ ABSTENTIONS - \_\_\_\_\_

R. MOTION by \_\_\_\_\_, SECONDED by \_\_\_\_\_ that Dr. Deborah Smith (Switchback Medical Center, Inc., Jim Thorpe, PA) be appointed School Physician for the 2023-2024 school year, as per Article XIV, School Health Services of the PA School Code of 1949, at a rate of \$10.00 per individual school (student) examination.

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

S. MOTION by \_\_\_\_\_, SECONDED by \_\_\_\_\_ to approve the position of Clerk of the Works/Project Manager to work directly with the construction company and architect involved in the current expansion/renovation project for culinary, digital marketing and computer information technologies areas at a stipend of \$2,300 effective July 24, 2023 through July 23, 2024.

VOTE: YES - \_\_\_\_\_ NO - \_\_\_\_\_ ABSENT - \_\_\_\_\_ ABSTENTIONS - \_\_\_\_\_

T. MOTION by \_\_\_\_\_, SECONDED by \_\_\_\_\_ to approve Tara DeVincenzo as Building Substitute effective August 24, 2023 through the close of the 2023-2024 school year at the approved daily rate.

VOTE: YES - \_\_\_\_\_ NO - \_\_\_\_\_ ABSENT - \_\_\_\_\_ ABSTENTIONS - \_\_\_\_\_

U. MOTION by \_\_\_\_\_, SECONDED by \_\_\_\_\_ to approve the revised Mental Health/Behavior Assistant position description, as presented. (Encl. 4)

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

V. MOTION by \_\_\_\_\_, SECONDED by \_\_\_\_\_ to appoint Jeffry Nietz, Mental Health/ Behavior Assistant for the 2023-2024 and 2024-2025 school years.

Note: Per the approved agreement, Mr. Nietz's salary will be Grant-funded through ESSER Grant/Crisis Response Workforce Grant/School Mental Health Grant.

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

W. MOTION by \_\_\_\_\_, SECONDED by \_\_\_\_\_ to appoint Francine Kluck Adult Education site Supervisor effective September 5, 2023 through September 4, 2024, ad presented.

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

X. MOTION by \_\_\_\_\_, SECONDED by \_\_\_\_\_ to appoint Donna McClain Adult Education Nurse Aide Instructor at a rate of \$33.00 per hour, effective July 1, 2023 through July 2024.

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

Y. MOTION by \_\_\_\_\_, SECONDED by \_\_\_\_\_ to accept the letter of resignation received from Brent Borzak, Administrative Director, effective August 17, 2023.

VOTE: YES - \_\_\_\_\_ NO - \_\_\_\_\_ ABSENT - \_\_\_\_\_ ABSTENTIONS - \_\_\_\_\_



**Education**

- A. MOTION by \_\_\_\_\_, SECONDED by \_\_\_\_\_ to approve the course name change from Biology 2 to Anatomy and Physiology beginning with the 2023-2024 school year.

Note: Anatomy and Physiology Course Description

This course is a comprehensive, introductory exploration to the subjects of human anatomy, physiology and physiopathology. The focus will be on human body structures and functions using analogue anatomy models, taking a body systems-approach. This will include examinations of the effects of disorders and disease. Investigations into gross anatomy will include dissections and observations of various animal specimens.

ROLL CALL VOTE:

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

**Budget & Finance**

- A. MOTION by \_\_\_\_\_, SECONDED by \_\_\_\_\_ that lunch prices for the 2023-2024 school year be established as follows:

Students:

Type A - \$2.60  
 Reduced - .40

Adults: \$5.00

VOTE: YES - \_\_\_\_\_ NO - \_\_\_\_\_ ABSENT - \_\_\_\_\_ ABSTENTIONS - \_\_\_\_\_

- B. MOTION by \_\_\_\_\_, SECONDED by \_\_\_\_\_ that Zimmerman’s Dairy (Lehighnton, PA) be retained as the CCTI Milk/Juice Supplier for the 2023-2024 school year. Prices for milk and juice shall remain the same as quoted for the 2022-2023 school year. Milk prices are established by the PA Milk Marketing Board.

VOTE: YES - \_\_\_\_\_ NO - \_\_\_\_\_ ABSENT - \_\_\_\_\_ ABSTENTIONS - \_\_\_\_\_

C. MOTION by \_\_\_\_\_, SECONDED by \_\_\_\_\_ to approve the following out of county tuition rates (non-Special Education) for the 2023-2024 school year:

Half Year - Half Day	\$ 5,175	(\$ 57.50 per day)
Half Year - Full Day	\$10,350	(\$115.00 per day)
Full Year - Half Day	\$10,350	(\$ 57.50 per day)
Full Year - Full Day	\$20,700	(\$115.00 per day)

Note: Rates reflect no increase from previous year.

VOTE: YES - \_\_\_\_\_ NO - \_\_\_\_\_ ABSENT - \_\_\_\_\_ ABSTENTIONS - \_\_\_\_\_

D. MOTION by \_\_\_\_\_, SECONDED by \_\_\_\_\_ to approve the following out of county tuition rates (Special Education) for the 2023-2024 school year:

Half Year - Half Day	\$ 6,075	(\$ 67.50 per day)
Half Year - Full Day	\$12,150	(\$135.00 per day)
Full Year - Half Day	\$12,150	(\$ 67.50 per day)
Full Year - Full Day	\$24,300	(\$135.00 per day)

Note: Rates reflect no increase from previous year.

VOTE: YES - \_\_\_\_\_ NO - \_\_\_\_\_ ABSENT - \_\_\_\_\_ ABSTENTIONS - \_\_\_\_\_

***Buildings & Grounds***

NONE

***Administrative***

A. MOTION by \_\_\_\_\_ SECONDED by \_\_\_\_\_ to approve the first reading and adoption of the following revised CCTI policies, as presented:

- #120 (PROGRAMS) - Program Enrollment (Encl.5)
- #251 (PUPILS) - Homeless Students (Encl. 6)

VOTE: YES - \_\_\_\_\_ NO - \_\_\_\_\_ ABSENT - \_\_\_\_\_ ABSTENTIONS - \_\_\_\_\_

B. MOTION by \_\_\_\_\_ SECONDED by \_\_\_\_\_ to approve revised CCTI 2023-2024 Student/Teacher Calendar, as presented. (Encl. 7)

Note: The following changes were made: revised OAC Fall Meeting date to 10/04/2023, revised Spring OAC Meeting date to 04/04/2024, addition of 06/03/2024 Graduation rain date.

VOTE: YES - \_\_\_\_\_ NO - \_\_\_\_\_ ABSENT - \_\_\_\_\_ ABSTENTIONS - \_\_\_\_\_

C. MOTION by \_\_\_\_\_, SECONDED by \_\_\_\_\_ to approve the After School Detention Monitor Rate of \$25.00 per detention.

VOTE: YES - \_\_\_\_\_ NO - \_\_\_\_\_ ABSENT - \_\_\_\_\_ ABSTENTIONS - \_\_\_\_\_

D. MOTION by \_\_\_\_\_, SECONDED by \_\_\_\_\_ to approve the hourly rate for substitute custodian/maintenance/groundskeeper/cleaner of \$15.00 effective July 1, 2023 through June 2024.

VOTE: YES - \_\_\_\_\_ NO - \_\_\_\_\_ ABSENT - \_\_\_\_\_ ABSTENTIONS - \_\_\_\_\_

E. 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 - \_\_\_\_\_

F. MOTION by \_\_\_\_\_ SECONDED by \_\_\_\_\_ to approve the purchase of 650 CCTI Student & Parent handbooks at a cost of \$4,615.

ROLL CALL VOTE:

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

**Administrative Reports**

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

- a. Mrs. Christine Trovato, Facilitator of Special Education (Encl. 8)
- b. Mrs. Francine Kluck, Adult Education Site Supervisor (Encl. 9)

VOTE: YES - \_\_\_\_\_ NO - \_\_\_\_\_ ABSENT - \_\_\_\_\_ ABSTENTIONS - \_\_\_\_\_

XI. **Old Business**

**XII. New and Miscellaneous Business**

- A. MOTION by \_\_\_\_\_, SECONDED by \_\_\_\_\_ to acknowledge receipt of the conference report submitted by Stephen Nesler, Auto Collision Repair Instructor, after attending the PPG Paint Training June 7 & 8, 2023 at the Baltimore Business Development Center, Glen Burnie, MD. (Encl. 10)

VOTE: YES - \_\_\_\_\_ NO - \_\_\_\_\_ ABSENT - \_\_\_\_\_ ABSTENTIONS - \_\_\_\_\_

**XIII. Next Regularly Scheduled Meeting: Thursday – August 17, 2023**

**XIV. Adjournment**