

Carbon Career & Technical Institute  
Joint Operating Committee Agenda

**Regular Meeting  
May 16, 2024**

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"/>
Ms. Heather Neff, Vice-Chairman	<input type="checkbox"/>	<input type="checkbox"/>
Ms. Alyson Krawchuk, Member	<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. David Reinbold, Interim 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. Sean Gleaves, Alternate Member	<input type="checkbox"/>	<input type="checkbox"/>
Mrs. Kris Schaible, Alternate Member	<input type="checkbox"/>	<input type="checkbox"/>
Mr. Pat Leonzi, Alternate Member	<input type="checkbox"/>	<input type="checkbox"/>
Mrs. April Walters, 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 16, 2024 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 18, 2024 Regular Meeting. (Encl. 1)

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

**VII. Courtesy of the Floor to Visitors**

**VIII. Approval of Treasurer’s Reports (April 2024)**

A. MOTION by \_\_\_\_\_, SECONDED by \_\_\_\_\_ to approve the Treasurer’s Report for April 2024 showing a final balance of \$7,085,161.81 in the General Fund, and \$92,133.77 in the Student Activities Account. (Encl. 2)

ROLL CALL VOTE:	Yes	No	Absent	Abstain
Mr. Connors - Weatherly	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ms. Krawchuk - Palmerton	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ms. Neff - Lehighton	<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. 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"/>
Ms. Krawchuk - Palmerton	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ms. Neff - Lehighton	<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. **Administrative Reports**

- A. Director’s Report – Mr. David Reinbold, Interim Administrative Director
  - Tutors
  - New Teachers
- B. Principal’s Report – Mrs. Michelle Allen, Principal
- C. Business Administrator’s Report – Mr. Jeffrey P. Deutsch, Business Administrator
  - Update on 2024-2025 Budget:  
2024-2025 CCTI budget is approved.  
2024-2025 CCTI budget was submitted and approved by the PA Dept of Education.  
No increase to the five participating school districts for the foreseeable future.
- D. Facilitator of Special Education Report – Mrs. Christine Trovato, Facilitator of Special Education
- E. Building and Grounds Report – Mr. Ken Walters, Supervisor of Buildings and Grounds
- F. Technology Report – Mr. Nate Rinda, Director of Technology
- G. Superintendent of Record Report – Mr. Robert Presley, Jim Thorpe Area School District Superintendent

XI. **Items of Business**

*Personnel*

- A. 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 5, 2024 and August 22, 2024:

William Sorokin, HVAC Instructor – up to 3 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"/>
Ms. Krawchuk – Palmerton	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ms. Neff - Lehighton	<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"/>

B. MOTION by \_\_\_\_\_, SECONDED by \_\_\_\_\_ to reaffirm the following individuals as Paraprofessional Mentor at the established rate of \$500 for the 2023-2024 school year, as indicated below:

- Heather Cassidy (Rainbeau Currier)
- Heather Cassidy (Dean John Wychulis)
- JamiLynn Johannsen (Ashley Little)
- Walter O'Donnell (Jacob McCloskey), pro-rated from 10/19/2023
- Walter O'Donnell (Alexandria Ventrella), pro-rated from 10/19/2023
- Hal C. Resh (Joshua Reif), pro-rated from 10/19/2023
- Hal C. Resh (Casey Hill), pro-rated from 12/20/2023
- John Rogers (Salvatore LoPresti)
- Kevin Wagner (Libby Smith) - pro-rated 09/22/2023 through 11/20/2023
- Kevin Wagner (Avery Miller), pro-rated from 01/03/2024

ROLL CALL VOTE:	Yes	No	Absent	Abstain
Mr. Connors - Weatherly	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ms. Krawchuk - Palmerton	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ms. Neff - Lehighton	<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 reaffirm the following individuals as Teacher Mentor at the established rate of \$1,000 for the 2023-2024 school year, as indicated below:

- Scott Bartholomew (Julian Valentini, Special Education/Social Studies Teacher)
- Michael Baumgardt (William Sorokin, HVAC Instructor)
- Jacquelyn Cole (Carly Rinda, Digital Marketing & Business Fundamentals Instructor)
- Jeffrey Hazelton (Robert Fehr, Welding Instructor)
- Maya Kowalczyk (Amy Guth, Science Teacher)
- Tammy Marshall (Ashleigh Rehrig, Culinary Arts Instructor)
- Jeremy Pease (Michael Garrant, Computer Information Technologies Instructor)
- Maritza Reinbold (Donna McClain, Health Medical Instructor)
- Harold Resh (Richard Stettler, Electrical Distribution and Automation Instructor)
- Angela Sablich (Donna McClain, Health Medical Instructor/Larissa Genetti, Science Teacher), Pro-rated for 2 months

ROLL CALL VOTE:	Yes	No	Absent	Abstain
Mr. Connors - Weatherly	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ms. Krawchuk - Palmerton	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ms. Neff - Lehighton	<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 reaffirm the following individuals as School-Wide Co-Curricular Activities and Student Club/Organization Advisors at the established rates for the 2023-2024 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 Advisor - Donna McClain (\$2,300)
- SkillsUSA Advisor - Kevin Kuehner (\$2,300)
- SkillsUSA Assistant Advisor - Heather Cassidy (\$1,600)
- SkillsUSA Assistant Advisor - Kevin Sowa (\$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 - Jacquelyn Cole (\$2,300)
- Underclass Advisor - Brandi Schmoyer (\$2,300)
- Yearbook Advisor - JamiLynn Johannsen (\$2,300)
- Robotics Club Advisor - Michael Garrant (\$2,300)

ROLL CALL VOTE:	Yes	No	Absent	Abstain
Mr. Connors - Weatherly	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ms. Krawchuk - Palmerton	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ms. Neff - Leighton	<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 approve the following salaries for advisor/mentor positions for the 2024-2025 school year:

- DECA Advisor - \$2,300
- DECA Assistant Advisor - \$1,600
- HOSA Advisor - \$2,300
- SkillsUSA Advisor - \$2,300
- SkillsUSA Assistant Advisors (2) - \$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
- Student Publishing Club (Newspaper) Advisor - \$2,300
- Robotics Club Advisor - \$2,300

ROLL CALL VOTE:

	Yes	No	Absent	Abstain
Mr. Connors - Weatherly	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ms. Krawchuk - Palmerton	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ms. Neff - Lehighton	<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"/>

F. MOTION by \_\_\_\_\_, SECONDED by \_\_\_\_\_ to approve the hourly rate for Homebound Instructor for the 2024-2025 school year on an as-needed basis at \$50.00.

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

G. MOTION by \_\_\_\_\_, SECONDED by \_\_\_\_\_ to approve the Teacher Mentor stipend of \$1,000.00 for the 2024-2025 school year.

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

H. MOTION by \_\_\_\_\_, SECONDED by \_\_\_\_\_ to approve the Paraprofessional Mentor stipend of \$500.00 for the 2024-2025 school year.

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

I. MOTION by \_\_\_\_\_, SECONDED by \_\_\_\_\_ to approve the hourly rate for substitute van/bus driver of \$25.00 effective July 1, 2024 through June 2025.

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

J. 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 2024-2025 school year:

DECA Advisor - Carly Rinda  
DECA Assistant Advisor - Scott Bartholomew  
HOSA Advisor - Donna McClain  
SkillsUSA Advisor - Kevin Kuehner  
SkillsUSA Assistant Advisors - Heather Cassidy, Kevin Sowa  
eSports Advisor - Nate Rinda  
Interact Rotary Club Advisor - Margaret Kalogerakis  
National Technical Honor Society - Sue Ann Gerhard  
Robotics Club Advisor - Michael Garrant  
SADD/Aevidum Advisor - Jacob McCloskey  
Senior Class Advisor - Sandi Kohutka  
Student Council - Ashley Little  
Underclass Advisor - Brandi Schmoyer  
Yearbook Advisor - JamiLynn Johannsen  
Student Publishing Club Advisor - Maya Kowalcyk

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

K. MOTION by \_\_\_\_\_, SECONDED by \_\_\_\_\_ to appoint the following individuals as Teacher Mentor for the 2024-2025 school year at the established stipend:

Harold Resh (Richard Stettler, Electrical Distribution and Automation Instructor)  
Jeffrey Hazelton (Robert Fehr, Welding Instructor)  
Tammy Marshall (Ashleigh Rehrig, Culinary Arts Instructor)  
Jeremy Pease (Michael Garrant, Engineering Technologies/Technician Instructor)  
Scott Bartholomew (Julian Valentini, Special Education/Social Studies Teacher)  
Angela Sablich (Larissa Genetti, Science Teacher)  
Maya Kowalcyk (Amy Guth, Science Teacher)  
Angela Sablich (Donna McClain, Health Medical Instructor)

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

### *Education*

A. 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 2024.

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

**Budget & Finance**

A. MOTION by \_\_\_\_\_, SECONDED by \_\_\_\_\_ to acknowledge receipt of the Resolution pertinent to the 2024-2025 Proposed Operating Budget for the Carbon Career & Technical Institute calling for receipts and expenditures in the amount of \$9,305,429 as follows:

**Jim Thorpe Area School District** (Encl. 4)  
Yes - 7, No - 0, Absent - 2, Abstentions - 0 - **Approved**

**Lehighton Area School District** (Encl. 5)  
Yes - 8, No - 0, Absent - 1, Abstentions - 0 - **Approved**

**Palmerton Area School District** (Encl. 6)  
Yes - 7, No - 1, Absent - 1, Abstentions - 0 - **Approved**

**Panther Valley School District** (Encl. 7)  
Yes - 9, No - 0, Absent - 0, Abstentions - 0 - **Approved**

**Weatherly Area School District** (Encl. 8)  
Yes - 6, No - 1, Absent - 2, Abstentions - 0 - **Approved**

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

B. MOTION by \_\_\_\_\_, SECONDED by \_\_\_\_\_ to approve the following depositories for Carbon Career & Technical Institute funds as indicated below for the 2024-2025 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 - \_\_\_\_\_



C. MOTION by \_\_\_\_\_, SECONDED by \_\_\_\_\_ to grant permission to participate in cooperative arrangements for purchasing supplies and computer equipment for the 2024-2025 fiscal year through the following:

Carbon Lehigh IU #21  
Central Susquehanna IU #16

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

D. 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 2024-2025 school year.

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

E. MOTION by \_\_\_\_\_, SECONDED by \_\_\_\_\_ to amend the Section 125 Flexible Plan Benefits Plan, effective July 1, 2024 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"/>
Ms. Krawchuk - Palmerton	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ms. Neff - Lehighton	<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"/>

F. 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 2024-2025 fiscal year, effective July 1, 2024, at an annual fee of \$21,500.

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"/>
Ms. Krawchuk - Palmerton	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ms. Neff - Lehighton	<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 \_\_\_\_\_ that compulsory Student Accident Insurance for all SECONDARY students attending Carbon Career & Technical Institute for the 2024-2025 school year continue to be purchased from PA Church Insurers Agency LLC, Sunbury, PA at an estimated cost not to exceed \$2,173.00. 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 seventeen years.

ROLL CALL VOTE:	Yes	No	Absent	Abstain
Mr. Connors - Weatherly	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ms. Krawchuk - Palmerton	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ms. Neff - Lehighton	<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"/>

***Buildings & Grounds***

NONE

***Administrative***

A. MOTION by \_\_\_\_\_ SECONDED by \_\_\_\_\_ that the Administrative Director be appointed Title IX and Section 504 Coordinator for the Carbon Career & Technical Institute, effective May 17, 2024.

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

B. MOTION by \_\_\_\_\_ SECONDED by \_\_\_\_\_ to approve the second reading and adoption of the following revised CCTI policy, as presented:

- #006 (JOINT OPERATING COMMITTEE PROCEDURES) - Meetings (Encl. 9)
- #204 (PUPILS) - Attendance (Encl. 10)
- #815B (OPERATIONS) - Social Media (Encl. 11)

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

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

- #100 (PROGRAMS) - Comprehensive Planning (Encl. 12)
- #101 (PROGRAMS) - Philosophy of Education/Mission Statement(Encl. 13)

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

D. MOTION by \_\_\_\_\_ SECONDED by \_\_\_\_\_ to approve the updated review date of May 16, 2024 to the following policies:

- #102 (PROGRAMS) - Academic Standards (Encl. 14)
- #105 (PROGRAMS) - Curriculum Development (Encl. 15)

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 - \_\_\_\_\_

F. MOTION by \_\_\_\_\_ SECONDED by \_\_\_\_\_ to approve the updated review date of the following listed 900 policies (COMMUNITY) to May 16, 2024:

- 901 - Public Relations Objectives
- 902 - Publications Program
- 903 - Public Participation in JOC meetings
- 904 - Public Attendance at School Events
- 905 - Citizen Advisory Committees
- 906 - Public Complaints
- 907 - School Visitors
- 908 - Relations with Parents/Guardians
- 909 - Municipal Government Relations
- 910 - Community Engagement
- 911 - News Media Relations
- 912 - Education Foundation
- 913 - Non-school Organizations/Groups/Individuals
- 914 - Relations with Intermediate Unit
- 915 - relations with Booster Organizations
- 916 - Volunteers
- 917 - Parental/Family Involvement

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

*Administrative Reports*

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

- a. Mrs. Michelle Allen, Principal (Encl. 16)
- b. Mrs. Christine Trovato, Facilitator of Special Education (Encl. 17)
- c. Mrs. Francine Kluck, Adult Education Site Supervisor (Encl. 18)

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

XII. **Old Business**

XIII. **New and Miscellaneous Business**

XIV. **Next Regularly Scheduled Meeting: Thursday – June 20, 2024**

XV. **Adjournment**