

Carbon Career & Technical Institute
 Joint Operating Committee Agenda
Regular Meeting
June 20, 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, 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 June 20, 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 May 16, 2024 Regular Meeting. (Encl. 1)

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

VII. Courtesy of the Floor to Visitors

VIII. Approval of Treasurer’s Reports (May 2024)

A. MOTION by _____, SECONDED by _____ to approve the Treasurer’s Report for May 2024 showing a final balance of \$6,384,777.76 in the General Fund, and \$82,792.25 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, Administrative Director
 - Eugene Colosimo, Guidance Counselor
- B. Principal’s Report – Mrs. Michelle Allen, Principal
- C. Business Administrator’s Report – Mr. Jeffry P. Deutsch, Business Administrator
 - PA Division of Food - School Nutrition Program:
CCTI will be applying for both the breakfast and lunch programs for the upcoming 2024-2025 school year.
This will be a trial basis for the 2024-2025 school 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

XI. **Items of Business**

Personnel

- A. MOTION by _____, SECONDED by _____ to appoint Robert T. Yurchak, Attorney at Law (Nesquehoning, PA), as the Joint Operating Committee Solicitor for the 2024-2025 fiscal year at a retainer of \$8,000 and \$120 per hour for extra work done. The annual retainer shall include those items specified in the Scope of Services and Compensation Agreement.

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. Election of CCTI Joint Operating Committee Treasurer for a one-year term - effective July 1, 2024 through June 30, 2025:

_____ nominates _____ for the office of CCTI Joint Operating Committee Treasurer, SECONDED by _____.

_____ nominates _____ for the office of CCTI Joint Operating Committee Treasurer, SECONDED by _____.

MOTION by _____, SECONDED by _____ to close the nominations for the office of Treasurer.

Note: Jeffry P. Deutsch presently serves in this position.

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

The Secretary casts the ballot electing as Treasurer.

C. Election of CCTI Joint Operating Committee Secretary for a four-year term - effective July 1, 2024 through June 30, 2028:

_____ nominates _____ for the office of CCTI Joint Operating Committee Treasurer, SECONDED by _____.

_____ nominates _____ for the office of CCTI Joint Operating Committee Treasurer, SECONDED by _____.

MOTION by _____, SECONDED by _____ to close the nominations for the office of Treasurer.

Note: Christina A. Graver presently serves in this position.

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

The Secretary casts the ballot electing as Treasurer.

D. MOTION by _____, SECONDED by _____ to grant the following individuals a "Professional Employee Contract" and tenure status:

- Tammy Marshall - Cosmetology Instructor
- Maritza Reinbold - Graphic Design Instructor
- Phillip Strubinger - Social Studies/Special Education Teacher

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 _____ that the 2023-2024 salary for the following individual be adjusted as indicated as provided in the existing Agreement between the Carbon Career & Technical Institute Joint Operating Committee and the Carbon Career & Technical Institute Education Association:

Maya Kowalcyk, English Teacher
 \$49,400 - 2023-2024 Salary
 + 1,100 - Master/M. EQU
 \$50,500 - Adjusted 2023-2024 Salary

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 accept the letter of resignation received from Jeffrey Hazelton, Carpentry Instructor, effective June 4, 2024.

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

G. MOTION by _____, SECONDED by _____ to appoint the following individual as Teacher Mentor for the 2024-2025 school year at the established stipend:

Kevin Kuehner* (Robert Fehr, Welding Instructor)

Note: *Replacing Jeffrey Hazelton, as previously approved.

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

H. 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 21, 2024 and August 22, 2024:

- Julian Valentini, Social Studies/Special Education Teacher - 3 up to 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"/>

I. MOTION by _____, SECONDED by _____ that the below listed individuals be approved as clerical substitute through August 2024 at the established rate, as follows:

Jo Lynn Gazo
Casey Hill
Margaret Kalogerakis
Jacob McCloskey

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

J. MOTION by _____, SECONDED by _____ to approve the revised Threat Assessment Team for the 2024-2025 school year to conform with Pennsylvania Public School Code Article XIII-E:

Dave Reinbold, Administrative Director
Michelle Allen, Principal
Christine Trovato, Facilitator of Special Education
Ken Walters, Supervisor of Buildings and Grounds
Rebecca Schaeffer, School Nurse
Eugene Colosimo, Guidance Counselor
Jeffry Nietz, Mental Health/ Behavior Assistant Nate
Rinda, Director of Technology
Henry Woods, School Police/Resource Officer

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

K. MOTION by _____, SECONDED by _____ to appoint Diane Hyjurick, Student Support Coordinator, effective August 22, 2024 for the 2024-2025 school year.

Note: Funded through Perkins grant.

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"/>

L. MOTION by _____, SECONDED by _____ to continue the employment of Ms. Angelique Yaich as Instructor for the Carbon Alternative High School Diploma Program - 32 hours/week, 200 days, AM and PM Class Sessions, with those fringe benefits as required by law and appropriate health care coverage, at the rate of \$36.00/hour. For the school term 2024-2025 the employee shall contribute toward health care expenses, as outlined in the approved CCTI Education Support Agreement.

Note: There will be no deduction from the CCTI General Fund.

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"/>

M. MOTION by _____, SECONDED by _____ to approve the Occupational Advisory Committee members, as presented.

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

N. MOTION by _____, SECONDED by _____ to approve the following individuals effective July 1, 2023 through June 30, 2024:

- Tonia Schaeffer as Adult Education GED Instructor @ \$24.00 per hour*
- Donna Valent as Adult Education GED Aide @ \$16.50 per hour*
- Deborah Enterline as GED Examiner @ \$20.00 per hour

Note: *GED Grant Funded.

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

Education

A. MOTION by _____, SECONDED by _____ to approve the purchase of the following Health Medical textbooks at a cost of \$1,701.86 through Hartman Publishing, Inc.:

- 15 WB 4E (COMBO) Hartman’s Nursing Assistant Care: Long-Term Care and Home Care (\$20.00 each, less 20% discount)
- 20 TB (MedAssist) Hartman’s Medical Assisting The Basics (\$62.50 each, less 20% discount)
- 20 WB (MedAssist) Workbook to Hartman’s Medical Assisting The Basics (\$25.00 each, less 20% discount)

Note: Additional charge of \$61.86 for shipping & handling.

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 approve the purchase of the following Health Medical textbooks at a cost of \$2,923.80 through CENGAGE Learning:

- 4 DHO Health Science, 9th Student Edition (\$152.00 each)
- 20 K12 MindTap for DHO Health Science, 9th (1-year access) (\$37.00 each)
- 1 DHO Health Science, 9th Instructor Companion Website (\$99.00 each)
- 4 Comprehensive Medical Terminology for Health Professions (\$117.75 each)
- 1 Instructor’s Companion Website for Schroeder/Ehrlich/Schroeder/Ehrlich’s Comprehensive Medical Terminology for Health Professions (FREE)
- 20 Comprehensive Medical Terminology for Health Professions, 1st K12 MindTap (1-year access) (\$37.00 each)

Note: Additional estimated charge of \$265.80 for shipping & handling.

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 approve the purchase of the following Social Studies textbooks at a cost of \$5,477.94 through Houghton Mifflin Harcourt:

- 135 2018 United States Government Student Edition (\$8.35 each)
- 3 2018 United States Government Teacher Edition (\$189.75 each)
- 135 Social Studies High School Collection Student Digital License (includes access to American History Survey, United States Government, Economics, Global Geography, African American History & Confronting Racism) (\$26.00 each)
- 3 Social Studies High School Collection Teacher Digital License, 1 year (cost \$150.00 each; no charge)

Note: Additional charge of \$271.44 for shipping & handling.

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 - Lehighnton	<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 approve the purchase of 150 Chromebooks (HP Newest Chromebook Laptop, 14 inch display, Intel Celeron N4120 Processor, 8GB RAM, 128 GB eMMC, Intel UHD Graphics 600, WiFi, Bluetooth, Backlit, Keyboard, Chrome OS, Modern Gray) at a cost of \$37,492.50

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 - Lehighnton	<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 purchase of 150 Google Chrome OS Management Console License at \$31.00 each for a total cost of \$4,650.00.

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 - Lehighnton	<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 _____ that the Agreement of Affiliation between the Carbon Career & Technical Institute Medical and Health Assistant/ Certified Nurse Aide Program be renewed and executed for the 2024-2025 Fiscal Year, as presented: (Encl. 4)

Mahoning Valley Nursing and Rehabilitation Center, Lehighton, PA
Office of Dr. Jayendra Patel, Jim Thorpe, PA
Heritage Hill Senior Community, Weatherly, PA
Maple Shade Meadows Senior Living, Nesquehoning, PA
The Summit Nursing and Rehabilitation Center at St. Luke's, Lehighton, PA

Note: For the purpose of review, only one agreement (Mahoning Valley Nursing and Rehabilitation Center) is provided. Each of the remaining Agreements are identical.

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

G. MOTION by _____, SECONDED by _____ that the Agreement of Affiliation between the Carbon Career & Technical Institute Adult Education Department PA- Approved Certified Nurse Aide Training Program be renewed and executed for the 2024-2025 Fiscal Year, as presented. (Encl. 5)

Mahoning Valley Nursing and Rehabilitation Center, Lehighton, PA
Fellowship Manor, Whitehall, PA

Note: For the purpose of review, only one agreement (Mahoning Valley Nursing and Rehabilitation Center) is provided. Each of the remaining Agreements is identical.

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

H. MOTION by _____, SECONDED by _____ that eighteen (18) junior Auto Service & Technology, Autobody/Collision & Repair Technology, and Precision Machine Technology students attend an educational trip to Maple Grove Raceway Park, Mohnton, PA on September 13, 2024 to participate in the NHRA (National Hot Rod Association) YES (Youth and Education Services) Program. Harold Resh, Auto Service & Technology Instructor, Stephen Nesler, Autobody/Collision & Repair Technology Instructor, Kevin Kuehner, Precision Machine Technology Instructor, and Angela Sablich, Science Teacher will chaperone this event.

Note: This will be the fourth year attending this educational event. "The NHRA Youth & Education Services (YES) Program was founded in 1989. It is the only full-time education program in motorsports that provides quality programs and activities for schools and youth organizations nationwide. Not only is the YES Program FREE, it focuses on the importance of goals and continued education, while allowing students to learn about and explore various career opportunities. The program will show students how S.T.E.M. (Science, Technology, Engineering, and Math) is applied to both, real world situations and NHRA Drag Racing, which they will have the opportunity to see live at the track!" There is no cost to the CCTI Joint Operating Committee.

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"/>

I. MOTION by _____, SECONDED by _____ to approve the Occupational Advisory Committee minutes, as presented.

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

J. MOTION by _____, SECONDED by _____ to grant approval to operate a GED testing program for the 2024-2025 school year at the CCTI school site.

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

K. MOTION by _____, SECONDED by _____ to continue duties as an Operator Consortium member of PA CareerLink Carbon County.

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

Budget & Finance

- A. MOTION by _____, SECONDED by _____ to authorize the Administrative Director to approve bills for payment from June 1 - June 30, 2024, the close of the 2023-2024 fiscal year.

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

Buildings & Grounds

NONE

Administrative

- A. MOTION by _____ SECONDED by _____ to approve the second reading and adoption of the following revised CCTI policies, as presented:

#100 (PROGRAMS) - Comprehensive Planning (Encl. 6)

#101 (PROGRAMS) - Philosophy of Education/Mission Statement(Encl. 7)

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

- B. MOTION by _____, SECONDED by _____ to approve the following revised position descriptions, as presented:

Mental Health/Behavior Assistant (Encl. 8)

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

- C. MOTION by _____, SECONDED by _____ to approve the following revised Perkins position descriptions, as presented:

Student Success Coordinator (Encl. 9)

Student Support Coordinator (Encl. 10)

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

D. MOTION by _____, SECONDED by _____ to approve the Professional Agreement between the Carbon Career & Technical Institute Joint Operating Committee and Dr. Jeffrey Nietz, as presented.

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 - Lehigh	<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 enter into a contract with Carbon Lehigh Intermediate Unit #21 to provide the complete Discovery Streaming Digital Video Library owned by Discovery Education, Inc. for a period of one (1) year beginning July 1, 2024 at a total cost of \$750.00.

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 - Lehigh	<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 purchase of the 2024-2025 subscription to SmartFutures at a cost of \$3,000.00.

Note: Subscription includes unlimited access to SmartFutures.org resources for all students.

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 - Lehigh	<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 purchase of the 2024-2025 subscription (July 1, 2024-June 30, 2025) to SmartPass One at a cost of \$3,222.00.

Note: Final cost includes a discount of \$1,710.00.

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 - Lehigh	<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"/>

H. MOTION by _____, SECONDED by _____ to grant permission to apply for the Perkins grant for the 2024-2025 school year.

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

I. MOTION by _____, SECONDED by _____ to approve the CCTI Annual School Safety and security Report 2023-2024, as presented.

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

J. MOTION by _____, SECONDED by _____ to grant permission to the CLIU #21 for use of a designated instructional area(s) to operate Life Skills Support Classes at the CCTI facility for the 2024-2025 school year.

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. 11)
- b. Mrs. Christine Trovato, Facilitator of Special Education (Encl. 12)
- c. Mrs. Francine Kluck, Adult Education Site Supervisor (Encl. 13)

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 Christine Trovato, Facilitator of Special Education after attending the Spring Homeless and Foster Regional Conference May 15, 2024. (Encl. 14)

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

XIV. **Next Regularly Scheduled Meeting:** **Thursday – July 18, 2024**

XV. **Adjournment**