

Carbon Career & Technical Institute  
Joint Operating Committee Minutes

**Regular Meeting**  
**January 16, 2025**

The Carbon Career & Technical Institute Joint Operating Committee met **Thursday – January 16, 2025** for its Regular meeting. The meeting, held in the dining room of the School, 150 West 13<sup>th</sup> Street, Jim Thorpe, Pennsylvania, was called to order by the Chairman, Mrs. Renee DeMelfi, at 6:08 PM with the Secretary being present.

	Present	Absent
Mr. Gerald Strubinger, Member	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Mr. Heather Neff, Vice-Chairman	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Ms. Alyson Krawchuk, Member	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Mrs. Renee DeMelfi, Chairman	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Mr. Thomas Connors, Member	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Mr. David Reinbold, Administrative Director	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Mrs. Michelle Allen, Principal	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Mrs. Christine Trovato, Facilitator of Special Education	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Mr. Jeffry Deutsch, Bus. Administrator/Treasurer	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Mr. Nate Rinda, Director of Technology	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Mr. Ken Walters, Supervisor of Bldg. & Grounds	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Mrs. Francine Kluck, Adult Education Site Supervisor	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Mr. Rich Flacco, Alternate Member	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Mr. Sean Gleaves, Alternate Member	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Mrs. Kris Schaible, Alternate Member	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Mr. Pat Leonzi, Alternate Member	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Mr. Kenneth Jacoby, III, Alternate Member	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Mr. Daniel Malloy, Superintendent of Record	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Attorney Robert T. Yurchak, Solicitor	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Mrs. Christina A. Graver, Secretary	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Others present: CCTI Students: Grace Politi (Digital Marketing & Business Fundamentals Junior, Panther Valley SD); CCTI Staff: Ash Little, Student Council Advisor/ Instructional Aide, Henry Woods, School Police Officer; Media: Jim Logue, Times News and Michael Ruano, Blue Ridge TV 13

Chairman, Mrs. DeMelfi began the meeting with a moment of silence for the individuals in California who have lost their homes, family members, and friends.

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

**Approval of Addendum (if applicable)**

- A. MOTION by Ms. Neff, SECONDED by Mr. Strubinger to approve the inclusion of an Addendum to the January 16, 2025 Joint Operating Committee meeting agenda. Individual Addendum motions have been presented to and will be voted on by the Joint Operating Committee members in attendance, integrated among the agenda motions presented below.

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

Motion carried.

**Approval of Minutes**

- A. MOTION by Ms. Krawchuk, SECONDED by Ms. Neff to approve the Minutes of the December 19, 2024 Reorganization and Regular Meeting.

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

Motion carried.

**Courtesy of the Floor to Visitors**

NONE

**Approval of Payment of Bills**

- A. MOTION by Mr. Strubinger, SECONDED by Ms. Neff to approve Payment of Bills - General Fund and Other Accounts.

ROLL CALL VOTE:	Yes	No	Absent	Abstain
Mr. Connors – Weatherly	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ms. Krawchuk – Palmerton	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ms. Neff - Lehighton	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mr. Strubinger - Jim Thorpe	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mrs. DeMelfi - Panther Valley	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Motion carried.

Approval of Treasurer’s Report (December 2024)

- A. MOTION by Mr. Connors, SECONDED by Mr. Strubinger to approve the Treasurer’s Report for December 2024 showing a final balance of \$6,293,778.86 in the General Fund, and \$92,990.27 in the Student Activities Account.

ROLL CALL VOTE:	Yes	No	Absent	Abstain
Mr. Connors – Weatherly	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ms. Krawchuk – Palmerton	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ms. Neff - Lehighnton	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mr. Strubinger - Jim Thorpe	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mrs. DeMelfi - Panther Valley	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Motion carried.

Administrative Reports

Mr. Reinbold introduced the following for their individual monthly report:

- A. Director’s Report – Mr. David Reinbold, Administrative Director
  - a. Ash Little, Student Council Advisor with students Grace Politi, Digital Marketing & Business Fundamentals Junior (Panther Valley SD) shared the following:

We started out this school year with an election of all of the Student Council. Students applied to be both members and officers. The student body voted in the Student Council Officers in September.

In October, we started holding a few events. This includes our Annual Canned Food Drive where we donated canned items and nonperishables to the local food pantry.

We held a Pink Out Color Run for Breast Cancer Awareness on October 23<sup>rd</sup> where students and staff were able to be spritzed with color powder. We raised \$122 and were able to donate \$100 to the Susan G. Komen Foundation, and an additional \$4 was sent in order to pay for any processing fees for our donation. We plan to hold this event annually.

For Halloween, we held our annual Dress Down Week. Our themes included: Halloween Color Wars, Rhyme without Reason, Twin Day, Halloween Costume, and Lounge Day. Our students loved the dress down themes this year!

In November, we began our Turkey Dinner Donations of Thanksgiving Dinners to CCTI families who may not be able to have a thanksgiving dinner. We provided eight dinners in total.

Student Council Officers received CCTI Student Council shirts this year. Members were able to purchase them if they wished.

For January, we are holding a Coin Wars competition for the school. The goal for each team is to have the most points and the winners will receive a prize - Any leftover

proceeds will be used to support the Carbon County Friends of Animals Shelter. We will also be helping out the Dance Committee with setting up and running the All That Glitters Semi Formal at the end of January.

In February, we will be selling candy grams for Valentine's Day. It will be called the Kiss-a-Valentine event, and students and staff are able to purchase a bag of Hershey kisses and choose to have a customized note added to the bag for a valentine.

For CTE Month, Student Council will hold CTE Jeopardy and Name that Tune for students during lunches. All the advisors will run different events for students to participate for CTE Month in support of our Students and their career and technical education.

In March, we will be starting our Pull Tab Competition. The technical area that raises the most pull tabs will receive our traveling trophy until next school year. We shall also be participating in the Bag Bingo and we will be creating a basket for the raffle.

In May, we will be recognizing all the seniors in the Student Council for graduation. At the Senior Awards Ceremony, seniors will be awarded a silver cord to be worn at graduation in recognition of their dedication and commitment to their peers. We will be hosting a Spirit Week for Prom week to raise student morale and encourage them to continue working hard until the end of the school year. We are currently working on the themes.

Grace Politi shared her experience being a part of student council at CCTI: I joined the student council because I wanted to participate more in events we hold in the school community. I looked forward to promoting the student body to speak for themselves through the student council. For instance, the student council has created the dance playlist for the "All that Glitters" semi formal dance to include more student based interactions and to bring in more traffic to the dance.

My favorite event the Student Council hosted was the Color Run for breast cancer awareness on October 23<sup>rd</sup>. This event allowed the entire student body to come together to support breast cancer awareness and research and it felt nostalgic because it reminded me of what it felt like to be a kid again. I plan to continue my membership in the student council until graduation.

In answer to a question by Mr. Reinbold, Ms. Little shared that she is also in charge of the school's gardening club. Currently, she has five (5) students who participate on a regular basis with several others who help out when they can. The group is working on the embankment in the courtyard. They are composting to add nutrients back into the soil with the goal of planting potatoes, tomatoes, carrots, and a flower garden.

Ash is a graduate of CCTI (Valedictorian of her class) and currently serves as an instructional aide at the school.

B. Principal's Report – Mrs. Michelle Allen, Principal  
Promoting and recruiting efforts at CCTI

To promote the opportunities our school offers our community, CCTI continues to host a variety of events, workshops, tours and presentations. Exposing students to the careers that CCTI trains students at a young age is very important. We have spent the last year visiting our districts' 5<sup>th</sup> graders presenting them with exciting, hands-on experiences to demonstrate a variety of trades.

Our final 5<sup>th</sup> grade presentations will be taking place in the next two months. Towamensing Elementary School on January 28<sup>th</sup> and Weatherly February 5<sup>th</sup>. We have also scheduled Towamensing's 6<sup>th</sup> graders to tour our technical areas on March 5<sup>th</sup>. Each class will have a short lesson or activity for the students to participate in.

I would like to thank all the districts for allowing us to present at your schools and for allowing your students to visit CCTI.

CCTI will be hosting an Engineering Night on February 20<sup>th</sup>. We will be inviting 8<sup>th</sup> and 9<sup>th</sup> grade students, their parents and school personnel to participate in a hands-on robotics and engineering workshop. During this event, teams of students will build a mobile robot, program the robot, and compete in challenges against the other teams unleashing students' creativity and teamwork in Mobile Robotics. More information to come, registration will be required, space will be limited.

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

- Update on the 2025-2026 CCTI Budget

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

**2024-2025 Special Population Update**

CCTI's special population projected numbers are as follows.

Students with IEPs- 81 students

Students with 504 Service Plans- 26 students

ELL students- 3 students

Homeless/Unaccompanied- 3 students

**State Assessments**

*Keystone Assessments* are currently being administered. Students with special needs receive accommodations for standardized assessments, to meet their needs, as per their Individualized Education Plan or 504 Service Plan.

*WIDA ACCESS for ELLs* assessments will be administered beginning this month. The test window will be open until February 21, 2025. Only English Language Learners with an IEP or 504 Service Plan may receive accommodations.

**Supports**

The Transition and Student Assistance Program team continues to meet to discuss students' needs and identify the type of support to implement to increase students' success. Attendance letters and meetings continue to be provided/scheduled. These meetings are followed up with a Grades/Performance Update as an added form of parent communication. After School Help is offered 3 days/week most weeks. Students have the opportunity to receive review of

instruction, homework help, make up missed assignments and retake assessments. A snack is provided, along with transportation to each student's home.

Application due dates and items needed, as well as Transition Meeting purpose and procedures were reviewed with District Guidance Counselors during Mr. Colosimo's recent Supporting District Counselor's Meeting, held on December 19<sup>th</sup> at CCTI. This meeting was a success.

### **Looking Forward**

Math Camp planning has commenced. Details will follow next month.

An invitation to supporting districts' Special Education Directors will be offered prior to the 2025-2026 school year's application due date. The purpose will be to network, provide information about CCTI's supports/services and review this spring's Transition Meeting process/procedures, in a relaxed setting with lunch provided. This will serve as a good way to welcome new Special Education Directors, provide a tour of CCTI and answer any questions representatives may have.

- E. Building and Grounds Report – Mr. Ken Walters, Supervisor of Building and Grounds  
Mr. Walters gave a brief update on the two motions he has on this evening's agenda.
- F. Technology Report – Mr. Nate Rinda, Director of Technology
- Chromebooks 1 to 1 - All CCTI students have a Chromebook. Pushed out OS and app updates.
  - Google Admin Console - Mass updates to 3rd party apps and permissions. Account cleanup and security features reviewed as well.
  - Website - Continued updates and modifications to the website. Performed major updates during off-hours.
  - School Messenger – Performed database manual updates and created some new call lists.
  - Adult Education - Pearson VUE computer lab updates.
  - PA - CDT and Keystone exams - Keystone Spring 2025 exams underway. Set up a new content server.
  - SmartPass - System up and running with continued updating and support. Kiosk stations in every classroom.
  - SkillsUSA - Technology preparation work for upcoming competitions and on-site support at Districts.
  - Math Nation - working on implementation with the Math Department.
  - Continued daily technology support/service - For all of CCTI.

Mr. Reinbold added that CCTI is in the process of installing thirty (30) additional vape detectors utilizing grant monies received.

- G. Adult Education Report – Ms. Francine Kluck, Adult Education Site Supervisor  
**Course Offerings Winter/Spring 2025**  
Air Conditioning Fundamentals  
Nurse Aide  
Pharmacy Technician  
Welding Technology  
ServSafe® Exam  
Forklift  
PA State Inspection Mechanic Certification  
GED Preparation Courses

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

### **Outreach and Program Development Report**

- January – Nurse Aide Orientations ongoing
- January 14 – PA State Inspection class begins
- January 14 – GED CCTI Staff Program Improvement Team meeting  
Lehigh Carbon Community College
- January 14 - GED Orientation
- January 14 – Lansford GED Day classes begin
- January 20 – Zoom GED classes begin
- January 21 - GED Orientation
- January 23 – Welding Graduation/ WTTI Testing Day

### **PA Safety Inspection Class – January 14, 2025**

This program includes classroom preparation and a test to be a licensed PA State Inspection Mechanic. Candidates must possess a valid driver's license in the class certification sought. Certification is contingent upon successful completion of the entire program: twelve hours of theory plus written exam and a one-hour tactical test scheduled by the instructor at a later date. Must be 18 years of age and have a valid (PA) photo driver's license presented at registration. Successful candidates in Class I cars may also test for Class II – Motorcycles, Class III – Trucks over 17,000 pounds, trailers over 10,000 pounds and buses, Class IV Reconstructed vehicles inspector and/or writer. Pre-requisite: This course is designed for experienced technicians; prior knowledge in the field or hands-on experience required.

Tuition:

Class I w/ Overview Tools Instruction – \$190

Class II, III, IV writer and/or inspector- \$45 per test

Specialty Tool Class Comprehensive – 3 hours \$40

### **Employment Opportunity - Part Time Evening GED Instructor**

#### **Summary**

Evening GED instructor needed to deliver instruction within our grant funded classes. Instructor reports to the Adult Education Site Supervisor.

### **Essential Duties and Responsibilities**

- Instructs GED courses either in person, hybrid, or online in accordance with CCTI standards and grant/contract specifications where appropriate
  - Assists in formulating instructional program and aids in curriculum development and improvement
  - Maintains a portfolio of work on each student
  - Completes professional development training in accordance with LCCC standards and grant
  - Maintains clear records on programs, both for students and program review
  - Provides Instruction in accordance with CCTI standards and grant/contract specifications where appropriate
  - Plans teaching strategies and activities that are appropriate for adult learners
  - Provides linkage for students to progress from one educational program to another
  - Aids in meeting special needs of students
  - Counsels and advises students on an as-needed basis
  - Conducts standardized testing (post) on each student
  - Motivates and encourages students
  - Keeps current on adult education by attending conferences and meetings
  - Performs other duties as assigned by the site supervisor
- **Qualifications** Bachelor's degree in Education or appropriate field. Experience working with a diversity of people in an educational setting. Ability to exercise independent judgment and to work cooperatively in stressful situations.

### **To Apply**

Please send letter of interest, resume, and transcripts via email to Francine Kluck, Adult Education Site Supervisor at fkluck@carboncti.org. If you have any questions, please contact 570-325-3682 x1517.

- H. Superintendent of Record Report – Mr. Daniel Malloy, Weatherly Area School District Superintendent  
Mr. Malloy had nothing to report at this time.

### **Items of Business**

#### *Personnel*

MOTION by Ms. Neff, SECONDED by Mr. Strubinger that the following motions be approved:

#### **Substitute Approved**

- A. that the below listed individual be approved to substitute for the 2024-2025 school year at the established rates, as follows:

David McCloskey – Custodian/Maintenance/Groundskeeper/Cleaner\*

Note: \*through August 2025



### **Updated Effective Date Approved**

- B. to amend the following previously approved motion to reflect an updated effective date of January 3, 2025:

to accept the letter of resignation from William Sorokin, Heating, Ventilation, Air Conditioning and Refrigeration Instructor, effective January 31, 2025.

### **Letter of Resignation Accepted**

- C. to accept the letter of resignation from Marie Bieling, Special Education/English Teacher, effective January 16, 2025.

### **Long-Term Substitute Approved**

- D. to approve Jo Lynn Gazo as a Category C (long-term) substitute English Teacher, retroactive to November 4, 2024 for a period of ninety days or more at a step 1 pro-rated salary per the current Agreement between the Carbon Career & Technical Institute (CCTI) Joint Operating Committee and the CCTI Education Association.

### **Letter of Resignation Accepted**

- E. to accept the letter of resignation from Jeffrey Hazelton, Carpentry Instructor, effective March 7, 2025.

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

Motions carried.

### **Family Medical Leave Time Approved**

- F. MOTION by Mr. Connors, SECONDED by Mr. Strubinger to approve five (5) days of intermittent paid Family Medical Leave time for employee #3259, effective January 15, 2025 through February 15, 2025.

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

Motion carried.

**Education**

MOTION by Mr. Strubinger, SECONDED by Ms. Neff that the following motions be approved:

**Competition Attendance Approved**

- A. that two (2) CCTI Auto Service & Technology students attend the PAA (Pennsylvania Automotive Association) Skip Wagner Automotive Technology Competition February 20, 2025 at the Antique Auto Museum, Hershey, PA. The competition will be chaperoned by Harold Resh, Auto Service & Technology Instructor.

Note: This year 24 schools encompassing 189 senior students competed through a written qualifying exam. Ten (10) schools (20 students) were chosen to compete in the hands-on competition. In order to prepare, students are trained at local new car dealerships (Lehighton Ford has agreed to be CCTI's sponsoring dealership). During the competition, each team is assigned a new, current year vehicle (CCTI students will compete on a 2025 Ford Bronco), donated by Central PA area franchised dealers, which is bugged to malfunction. The first place team will receive scholarship monies to attend an automotive trade school after high school, tools and additional prizes.

**Competition Attendance Approved**

- B. that nineteen (19) CCTI students attend the DECA State Competition held February 19 through February 21, 2025 at the Hershey Lodge and Convention Center, Hershey, PA at a total cost of \$9,280 to cover the cost of registration, transportation, meals, and lodging. The competition will be chaperoned by Carly Rinda, DECA Advisor, Scott Bartholomew, DECA Assistant Advisor, and Casey Hill, Instructional Aide.

**Competition Attendance Approved**

- C. that twenty-nine (29) CCTI Health Medical students attend the HOSA State Conference (competition). The competition will be held March 26, 27, 28, 2025 at the Wyndham Lancaster Resort & Convention Center, Lancaster, PA at a cost of \$18,039.00 to cover the cost of registration, transportation, meals, and lodging. The competition will be chaperoned by Donna McClain, Health Medical Instructor/ HOSA Advisor and two (2) additional approved chaperones.

**Educational Trip Approved**

- D. that eight (8) CCTI newspaper students attend Lehigh Carbon Community College's Journaling Conference April 7, 2025. The event will be chaperoned by Maya Kowalczyk, Student Publishing Club Advisor.

ROLL CALL VOTE:	Yes	No	Absent	Abstain
Mr. Connors – Weatherly	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ms. Krawchuk – Palmerton	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ms. Neff - Lehighton	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mr. Strubinger - Jim Thorpe	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mrs. DeMelfi - Panther Valley	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Motions carried.

## Budget & Finance

NONE

## Building & Grounds

### Proposed Stormwater Rectification Budget Approved

- A. MOTION by Ms. Krawchuk, SECONDED by Ms. Neff that the proposed stormwater rectification budget be approved acknowledging that CCTI will incur the cost of materials with the Jim Thorpe Borough incurring the cost of provided labor, equipment, and landowner approvals, as presented.

Note: This is to rectify the two stormwater concerns identified by the Jim Thorpe Borough in their letter dated August 5, 2024. The Jim Thorpe Borough will purchase materials and submit an invoice(s) to the CCTI Business Office for reimbursement.

#### ROLL CALL VOTE:

	Yes	No	Absent	Abstain
Mr. Connors – Weatherly	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ms. Krawchuk – Palmerton	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ms. Neff - Lehighton	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mr. Strubinger - Jim Thorpe	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mrs. DeMelfi - Panther Valley	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Motion carried.

### Agreement Accepted

- B. MOTION by Mr. Strubinger, SECONDED by Mr. Connors to accept the Purchase and Subscription Services Agreement with Raptor Technologies, LLC in the amount of \$5,274.30, as presented.

Note: This is a CLIU discount consortium price to include four free months for a total of 16 months.

#### ROLL CALL VOTE:

	Yes	No	Absent	Abstain
Mr. Connors – Weatherly	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ms. Krawchuk – Palmerton	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ms. Neff - Lehighton	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mr. Strubinger - Jim Thorpe	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mrs. DeMelfi - Panther Valley	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Motion carried.

## ***Administrative***

MOTION by Ms. Krawchuk, SECONDED by Mr. Strubinger that the following motions be approved:

### **Admission Requirements Set**

- A. to set the number of students who meet the 2025-2026 admissions requirements to the Freshman Exploratory Program at ten (10) per sending school district with the following exceptions:
1. Students who meet the admissions criteria and/or students who completed a 6<sup>th</sup>, 7<sup>th</sup>, or 8<sup>th</sup> grade Career Academy will be given priority to enter the programs.
  2. Freshmen who commit to enrolling in a low enrolled course exclusively, and are accepted will not count toward their district's allotment of slots. Courses will be designated to be low enrolled after applications are received.
  3. CCTI will initially only accept the ten (10) applications from each district and will request additional applications, as needed.

### **Adoption of Policies Approved**

- B. to approve the second reading and adoption of the following CCTI policies, as presented:

#208 (PUPILS) - Withdrawal from School  
#210 (PUPILS) - Use of Medications  
#212 (PUPILS) - Reporting Student Progress

### **Reviewed Policies Approved**

- C. to approve the following reviewed CCTI policies, as presented:

#215B (PUPILS) - Selection of Valedictorian and Salutatorian  
#216.1 (PUPILS) - Supplemental Discipline Records  
#217.1 (PUPILS) - Skills Certification  
#218 (PUPILS) - Student Discipline  
#218.1 (PUPILS) - Weapons  
#219 (PUPILS) - Student Complaint Process

## First Reading Policies Approved

D. to approve the first reading of the following CCTI policies, as presented:

#216 (PUPILS) – Student Records

#218.2 (PUPILS) – Terroristic Threats

#220 (PUPILS) – Student Expression/Distribution & Posting of Materials

#221 (PUPILS) – Dress and Grooming

### ROLL CALL VOTE:

Mr. Connors – Weatherly

Ms. Krawchuk – Palmerton

Ms. Neff - Lehighton

Mr. Strubinger - Jim Thorpe

Mrs. DeMelfi - Panther Valley

Yes

No

Absent

Abstain

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Motions carried.

## Administrative Reports

A. MOTION by Ms. Neff, SECONDED by Mr. Strubinger to accept Administrative Reports from the following:

a. Mrs. Michele Allen, Principal

b. Mrs. Christine Trovato, Facilitator of Special Education

c. Ms. Francine Kluck, Adult Education Site Supervisor

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

Motion carried.

## Old Business

NONE

## New and Miscellaneous Business

A. MOTION by Ms. Neff, SECONDED by Mr. Strubinger to acknowledge receipt of the conference report submitted by Richard Stettler, Electrical Distribution and Automation Instructor, after attending Handle with Care Training December 6, 2024 in Philadelphia, PA.

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

Motion carried.

**Next Regularly Scheduled Meeting:**

**Thursday – February 20, 2025**

**Adjournment**

Ms. Krawchuk moved, seconded by Ms. Neff, that the meeting adjourn. By unanimous consent, the meeting adjourned at 6:32 PM.

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Christina A. Graver  
Joint Operating Committee Secretary