

Carbon Career & Technical Institute
 Joint Operating Committee Agenda
Regular Meeting
May 15, 2025

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"/>
Mrs. Alyson Krawchuk-Boschen, 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"/>
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"/>
Mr. Kenneth Jacoby, III, Alternate Member	<input type="checkbox"/>	<input type="checkbox"/>
Mr. Daniel Malloy, 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 15, 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 - _____ NO - _____ ABSENT - _____ ABSTENTIONS - _____

VI. Approval of Minutes

A. MOTION by _____, SECONDED by _____ to approve the Minutes of the April 15, 2025 Regular Meeting. (Encl. 1)

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

B. MOTION by _____, SECONDED by _____ to approve the Minutes of the May 1, 2025 Special Meeting. (Encl. 2)

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

VII. Courtesy of the Floor to Visitors

VIII. Approval of Treasurer's Report (April 2025)

A. MOTION by _____, SECONDED by _____ to approve the Treasurer's Report for April 2025 showing a final balance of \$6,420,669.12 in the General Fund, and \$107,840.79 in the Student Activities Account. (End. 3)

ROLL CALL VOTE:	Yes	No	Absent	Abstain
Mr. Connors - Weatherly	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mrs. Krawchuk-Boschen - 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. 4)

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"/>
Mrs. Krawchuk-Boschen - 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
 - a. Walter O’Donnell, Carpentry Instructor
 - b. Mark Barthel, Graphic Design Instructor
- B. Business Administrator’s Report – Mr. Jeffry P. Deutsch, Business Administrator
- C. Facilitator of Special Education Report – Mrs. Christine Trovato, Facilitator of Special Education
- D. Building and Grounds Report – Mr. Ken Walters, Supervisor of Building and Grounds
- E. Technology Report – Mr. Nate Rinda, Director of Technology
- F. Adult Education Report – Ms. Francine Kluck, Adult Education Site Supervisor
- G. Superintendent of Record Report – Mr. Daniel Malloy, Weatherly Area School District Superintendent

XI. **Items of Business**

Personnel

- A. MOTION by _____, SECONDED by _____ to reaffirm the following individuals as Teacher Mentor at the established rate of \$1,000 for the 2024-2025 school year, as indicated below:

Harold Resh (Richard Stettler, Electrical and Distribution Automation Instructor)
Tammy Marshall (Ashleigh Rehrig, Culinary Arts Instructor)
Jeremy Pease (Michael Garrant, Engineering Technologies/Technicians)
Scott Bartholomew (Julian Valentini, Social Studies/Special Education Teacher)
Angela Sablich (Larissa Genetti, Science Teacher)
Maya Kowalczyk (Amy Guth, Science Teacher)
Angela Sablich (Donna McClain, Health Medical Instructor)
Kevin Kuehner (Robert Fehr, Welding Instructor)
Michael Wildoner (Grace Crouthamel, English Teacher)
Stephen Nesler* (Walter O’Donnell, Carpentry Instructor)
Jeremy Pease* (Hal C. Resh, HVAC Long-Term Substitute)

Note: *Pro-rated (03/20/2025)

ROLL CALL VOTE:

	Yes	No	Absent	Abstain
Mr. Connors – Weatherly	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mrs. Krawchuk-Boschen – 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"/>

B. 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 2024-2025 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 - Jacob McCloskey (\$2,300)
- Senior Class Advisor - Sandra Kohutka (\$2,300)
- Student Council Advisor - Ashley Little (\$2,300)
- Underclass Advisor - Brandi Schmoyer (\$2,300)
- Yearbook Advisor - JamiLynn Johannsen (\$2,300)
- Student Publishing Advisor - Maya Kowalczyk (\$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"/>
Mrs. Krawchuk-Boschen - 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 hourly rate for Homebound Instructor for the 2025-2026 school year on an as-needed basis at \$50.00.

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

D. MOTION by _____, SECONDED by _____ to approve the Teacher Mentor stipend of \$1,000.00 for the 2025-2026 school year.

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

E. MOTION by _____, SECONDED by _____ to approve the Paraprofessional Mentor stipend of \$500.00 for the 2025-2026 school year.

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

F. MOTION by _____, SECONDED by _____ to approve the hourly rate for substitute van/bus driver of \$25.00 effective July 1, 2025 through June 2026.

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

Education

- A. MOTION by _____, SECONDED by _____ to approve Sue Ann Gerhard, Main Office Assistant as the second chaperone (to accompany Kevin Kuehner, SkillsUSA Advisor) for the SkillsUSA National Competition June 23 – 28, 2025 in Atlanta, GA.

Note: All fees have been accounted for to include this second chaperone in the originally approved motion of May 1, 2025.

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

- B. MOTION by _____ SECONDED by _____ that seven (7) Health Medical senior students attend The Pavillion at St. Luke’s Village May 20, 2025 in Hazleton to complete their Credentia Skills Test. Donna McClain, health Medical Instructor will chaperone this event.

Note: Students will depart at 7:00 a.m. and return at approximately 5:00 p.m.

ROLL CALL VOTE:	Yes	No	Absent	Abstain
Mr. Connors – Weatherly	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mrs. Krawchuk-Boschen – 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 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 2025.

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

- D. MOTION by _____, SECONDED by _____ that an extension of homebound instruction be approved for student #8756 for 5 hours per week from March 10, 2025 through March 17, 2025.

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

- E. MOTION by _____ SECONDED by _____ to approve the purchase of a Bladder Scanner for the Health Medical technical area a total cost of 11,957.86.

Note: This item is included on the Capital/Instructional Equipment Plan and will be purchased through the Equipment Grant.

ROLL CALL VOTE:	Yes	No	Absent	Abstain
Mr. Connors – Weatherly	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mrs. Krawchuk-Boschen – 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 purchase of a Flat Top Downdraft Table for the Welding technical area a total cost of \$15,350.

Note: This item is included on the Capital/Instructional Equipment Plan and will be purchased through the Equipment Grant.

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

G. MOTION by _____ SECONDED by _____ to approve the purchase of replacement Lifts (1 & 2) for the Auto Service & Technology technical area a total cost of \$24,000.

Note: These items are included on the Capital/Instructional Equipment Plan and will be purchased through the Equipment Grant.

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

H. MOTION by _____ SECONDED by _____ to approve the purchase of six (6) Student Combo Desk/Mannequin Workstations for the Cosmetology technical area a total cost of 20,609.93.

Note: These items are included on the Capital/Instructional Equipment Plan and will be purchased through the Equipment Grant.

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

- I. MOTION by _____ SECONDED by _____ to approve the purchase of three (3) Tig 275 Ready-Pak Welders for the Welding technical area a total cost of \$31,701.00.

Note: Will be included on the Capital/Instructional Equipment Plan and will be purchased through the Equipment Grant.

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

Budget & Finance

- A. MOTION by _____, SECONDED by _____ to approve the 2025-2026 Proposed Operating Budget for the CCTI Adult Education Program, calling for receipts and expenditures in the amount of \$131,486. (Encl. 5)

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

- B. MOTION by _____, SECONDED by _____ to approve the 2025-2026 Proposed Operating Budget for the Carbon Alternative High School Diploma Program, calling for receipts and expenditures in the amount of \$330,000. (Encl. 6)

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

- C. MOTION by _____, SECONDED by _____ to approve the Tuition Rate for the Carbon Alternative High School Diploma Program at the rate of \$11,000 per year for the 2025-2026 fiscal year.

Note: Tuition payments based on participation fund the program. The daily rate will be \$55.00. No increase from 2024-2025.

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

D. MOTION by _____, SECONDED by _____ to approve the following depositories for Carbon Career & Technical Institute funds as indicated below for the 2025-2026 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 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 - _____

E. MOTION by _____, SECONDED by _____ to grant permission to participate in cooperative arrangements for purchasing supplies and computer equipment for the 2025-2026 fiscal year through the following:

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

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

F. 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 2025-2026 school year.

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

G. MOTION by _____, SECONDED by _____ to approve the Section 125 Flexible Plan Benefits Plan, effective July 1, 2025 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. There is no increase from 2024-2025.

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

H. 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 2025-2026 fiscal year, effective July 1, 2025, at an annual fee of \$21,500.

Note: The audit covers CCTI, as well as the school authority. There is no increase from 2024-2025

ROLL CALL VOTE:	Yes	No	Absent	Abstain
Mr. Connors - Weatherly	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mrs. Krawchuk-Boschen - 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 compulsory Student Accident Insurance for all SECONDARY students attending Carbon Career & Technical Institute for the 2025-2026 school year continue to be purchased from PA Church Insurers Agency LLC, Sunbury, PA at an estimated cost not to exceed \$2,295.00. 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 eighteen years.

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

Building & Grounds

NONE

Administrative

- A. MOTION by _____ SECONDED by _____ to enter into an agreement with Carbon Lehigh Intermediate Unit #21 (CLIU 21) for participation in the Technology in Education Legal Counsel Consortium if available and offered for the 2025-2026 fiscal year.

Note: Sweet, Stevens, Katz & Williams, LLP is offering this service on a consortium basis through CLIU 21. This service is designed to provide legal support in the complicated and ever changing legal landscape that surrounds technology in an educational setting. The Technology Counsel Consortium provides proactive strategies, training and model policies designed to prevent digital-age problems that can lead to liability. The overall pricing for this valuable service typically falls between \$555.00 and \$768.00 based on the number of participants.

ROLL CALL VOTE:	Yes	No	Absent	Abstain
Mr. Connors - Weatherly	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mrs. Krawchuk-Boschen - 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 second reading and adoption of the following CCTI policies, as presented:

#314.1 (ADMINISTRATIVE EMPLOYEES) - HIV Infection (Encl. 7)
#317 (ADMINISTRATIVE EMPLOYEES) - Conduct/Disciplinary Procedures (Encl. 8)
#322 (ADMINISTRATIVE EMPLOYEES) - Gifts (Encl. 9)
#323 (ADMINISTRATIVE EMPLOYEES) - Tobacco Use (Encl. 10)

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

- C. MOTION by _____ SECONDED by _____ to approve the following reviewed CCTI policies, as presented:

#325 (ADMINISTRATIVE EMPLOYEES) - Dress & Grooming (Encl. 11)
#327 (ADMINISTRATIVE EMPLOYEES) - Management Team (Encl. 12)
#334 (ADMINISTRATIVE EMPLOYEES) - Sick Leave (Encl. 13)
#336 (ADMINISTRATIVE EMPLOYEES) - Personal Necessity Leave (Encl. 14)
#342 (ADMINISTRATIVE EMPLOYEES) - Jury Duty (Encl. 15)

#442 (PROFESSIONAL EMPLOYEES) - Jury Duty (Encl. 16)

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

D. MOTION by _____ SECONDED by _____ to approve the first reading of the following CCTI policies, as presented:

- #324 (ADMINISTRATIVE EMPLOYEES) - Personnel Files (Encl. 17)
- #337 (ADMINISTRATIVE EMPLOYEES) - Vacation (Encl. 18)
- #351 (ADMINISTRATIVE EMPLOYEES) - Drug & Substance Abuse (Encl. 19)
- #404 (PROFESSIONAL EMPLOYEES) - Employment of Professional Employees (Encl. 20)
- #451 (PROFESSIONAL EMPLOYEES) - Drug & Substance Abuse (Encl. 21)

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

E. MOTION by _____ SECONDED by _____ that the CCTI Joint Operating Committee Solicitor be appointed Title IX Decision Maker for the Carbon Career & Technical Institute.

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

F. MOTION by _____ SECONDED by _____ to approve the revised 2025-2026 CCTI Carbon Alternative High School Diploma Program calendar, as presented.(Encl. 22)

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

XII. Administrative Reports

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

- a. Mrs. Christine Trovato, Facilitator of Special Education (Encl. 23)
- b. Ms. Francine Kluck, Adult Education Site Supervisor (Encl. 24)

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

XIII. Old Business

XIV. New and Miscellaneous Business

XV. Next Regularly Scheduled Meeting: Thursday – June 19, 2025

XVI. Adjournment