

Carbon Career & Technical Institute
Joint Operating Committee Minutes

Special Meeting
May 1, 2025

The Carbon Career & Technical Institute Joint Operating Committee met **Thursday - May 1, 2025** for its Regular meeting. The meeting, held in the dining room of the School, 150 West 13th Street, Jim Thorpe, Pennsylvania, was called to order by the Chairman, Mrs. Renee DeMelfi, at 6:00 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-Boschen, 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 type="checkbox"/>	<input checked="" type="checkbox"/>
Mrs. Christine Trovato, Facilitator of Special Education	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Mr. Jeffry Deutsch, Bus. Administrator/Treasurer	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Mr. Nate Rinda, Director of Technology	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Mr. Ken Walters, Supervisor of Bldg. & Grounds	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Mrs. Francine Kluck, Adult Education Site Supervisor	<input type="checkbox"/>	<input checked="" 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 checked="" type="checkbox"/>	<input 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 type="checkbox"/>	<input checked="" 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: Members of the Public: Michele Connors; Media: Jim Logue, Times News

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

Courtesy of the Floor to Visitors

NONE

Items of Business

Personnel

Secondary Principal Appointed

- A. MOTION by Ms. Neff, SECONDED by Mr. Strubinger to appoint Michele Connors, Secondary Principal, effective on or about July 1, 2025 at a 2025-2026 salary of \$85,000 and a 2026-2027 salary of \$87,975, per the Act 93 Agreement.

ROLL CALL VOTE:

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

CCTI Sunner Career Academy Instructor Approved

- B. MOTION by Mrs. Krawchuk-Boschen, SECONDED by Mr. Strubinger that Mark Barthel, Graphic Design Instructor, be approved as a CCTI Summer Career Academy Instructor at a rate of \$30/hour.

Note: There will be no cost to the CCTI Joint Operating Committee. Perkins Grant funded.

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

Motion carried.

CCTI Summer Career Academy Van Driver Approved

- C. MOTION by Mr. Strubinger, SECONDED by Mr. Connors that Mark Barthel, Graphic Design Instructor, be approved as a CCTI Summer Career Academy van drivers on an as needed basis at a rate of \$25/hour.

Note: There will be no cost to the CCTI Joint Operating Committee. Perkins Grant funded.

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

Motion carried.

Letter of Resignation Accepted

- D. MOTION by Mrs. Krawchuk-Boschen, SECONDED by Mr. Connors to accept the letter of resignation from Jeffry Nietz, Mental Health/Behavior Assistant, effective June 30, 2025.

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

Motion carried.

Education

Competition Attendance Approved

- A. MOTION by Ms. Neff SECONDED by Mrs. Krawchuk-Boschen that five (5) SkillsUSA students attend the SkillsUSA National Competition June 23 – June 28, 2025 in Atlanta, GA in the amount of \$13,433 to cover the cost of registration, transportation, and lodging. Kevin Kuehner, Precision Machine Technology Instructor/SkillsUSA Advisor will chaperone this event.

Note: \$3,500 from a grant and donated funds will cover the transportation cost and \$2,000 from a grant and donated funds will be put toward the lodging cost.

ROLL CALL VOTE:

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

Budget & Finance

CCTI Capital/Instructional Equipment Plan Approved

- A. MOTION by Mr. Strubinger, SECONDED by Mrs. Krawchuk-Boschen to approve the current CCTI Capital/Instructional Equipment Plan, as presented.

ROLL CALL VOTE:

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

Billing Reduction Approval

- B. MOTION by Mrs. Krawchuk-Boschen, SECONDED by Ms. Neff to reduce the billings to the five Carbon County participating districts for the 2025-2026 school year by a total of \$250,000, pending approval of the Carbon Career & Technical Institute's 2025-2026 Proposed Operating Budget, prior to July 1, 2025 as follows:

Jim Thorpe ASD (22.72%)	\$56,800
Lehighton ASD (23.72%)	59,300
Palmerton ASD (25.74%)	64,350
Panther Valley SD (20.26%)	50,650
Weatherly ASD (7.56%)	18,900

ROLL CALL VOTE:

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

Old Business

NONE

New and Miscellaneous Business

Mr. Reinbold shared that 92% of CCTI students scored advanced or competent on the recent NOCTI testing. Well above the state average.

He also shared that a goal of CCTI's was to increase student attendance. 3 years ago, 110 students had 20 or more days' absence. Last year that number decreased to 30. This year only 15 students have had 20 or more days absent.

Next Regularly Scheduled Meeting:

Thursday – May 15, 2025

Adjournment

Mr. Connors moved, seconded by Mrs. Krawchuk-Boschen, that the meeting adjourn. By unanimous consent, the meeting adjourned at 6:13 PM.

Christina A. Graver
Joint Operating Committee Secretary