

Carbon Career & Technical Institute
Joint Operating Committee Agenda

Regular Meeting
June 19, 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 June 19, 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 May 15, 2025 Regular Meeting. (Encl. 1)

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

VII. Courtesy of the Floor to Visitors

VIII. Approval of Treasurer’s Report (May 2025)

A. MOTION by _____, SECONDED by _____ to approve the Treasurer’s Report for May 2025 showing a final balance of \$6,273,368.01 in the General Fund, and \$93,881.45 in the Student Activities Account. (End. 2)

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. 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"/>
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. Donna McClain, Health Medical Instructor/HOSA Advisor

- B. Business Administrator’s Report – Mr. Jeffry P. Deutsch, Business Administrator
 - The Business Office is preparing to close out the 2024-2025 fiscal accounting year and loading the upcoming 2025-2026 departmental budgets and purchase orders.
 - Update on the 2024-2025 Audit:
The CCTI Business Office is beginning to gather the necessary financial information required by our auditors for the 6/30/2025 audit. The 2024-2025 audit should be completed by early fall.
- 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. Superintendent of Record Report – Mr. Daniel Malloy, Weatherly 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 2025-2026 fiscal year at a retainer of \$8,000 and \$120 per hour for extra work done.

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. Election of CCTI Joint Operating Committee Treasurer for a one-year term - effective July 1, 2025 through June 30, 2026:

_____ 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. MOTION by _____, SECONDED by _____ to accept the letter of resignation from Kevin Sowa, Math Teacher, effective June 30, 2025.

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

D. MOTION by _____, SECONDED by _____ to accept the letter of resignation from Ashley Little, Instructional Aide, effective June 30, 2025.

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

E. MOTION by _____, SECONDED by _____ to appoint Kristin Deritis, Mental Health/Behavior Assistant for a period of up to 140 days effective August 1, 2025 for the 2025-2026 school year at a daily rate of \$250.00.

Note: This position will be partially funded through the PCCD 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 _____ 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 - _____

G. MOTION by _____, SECONDED by _____ to approve the Threat Assessment Team for the 2025-2026 school year to conform with Pennsylvania Public School Code Article XIII-E:

- Dave Reinbold, Administrative Director
- Michele Connors, Principal
- Christine Trovato, Facilitator of Special Education
- Ken Walters, Supervisor of Building and Grounds
- Rebecca Schaeffer, School Nurse
- Eugene Colosimo, Guidance Counselor
- Kristin Deritis, Mental Health/Behavior Assistant
- Nate Rinda, Director of Technology
- Henry Woods, School Police/Resource Officer

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

H. MOTION by _____, SECONDED by _____ to appoint Diane Hyjurick, Student Support Coordinator, effective August 22, 2025 for the 2025-2026 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"/>
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 _____ to continue the employment of Ms. Angelique Yaich as Instructor for the Carbon Alternative High School Diploma Program – 32 hours/week, 200 days, a.m. and p.m. Class Sessions, with those fringe benefits as required by law and appropriate health care coverage, at the rate of \$37.00/hour. For the school term 2025-2026 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"/>
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"/>

J. MOTION by _____, SECONDED by _____ to approve the attendance of the following individuals for the STEELS (Science, Technology & Engineering, Environmental Literacy & Sustainability) Workshop to be held at CCTI June 27 & 30, 2025 at a rate of \$30/hour:

- Stephen Anderson, Math Teacher
- Scott Bartholomew, Special Education/Science Teacher
- Michael Garrant, Engineering Technology Instructor
- Amy Guth, Science Teacher
- Donna McClain, Health Medical Instructor
- Harold Resh, Auto Service & Technology Instructor
- Angela Sablich, Science Teacher

Note: The workshop is grant funded and at no cost to the CCTI Joint Operating Committee.

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

K. MOTION by _____, SECONDED by _____ that the following individual be employed for three (3) additional days, 6 hours per day prior to June 30, 2025 at a rate of \$30/hour for curriculum development:

Larissa Genetti, English Teacher
 Jeremy Pease, Drafting & Design Technology Instructor
 Walter O'Donnell, Carpentry Instructor

Note: This time is grant funded and at no cost to the CCTI Joint Operating Committee.

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

L. MOTION by _____, SECONDED by _____ that the following individuals be employed for additional days (as indicated) at the individual's per diem rate, between June 9, 2025 and August 20, 2025:

- Michele Klock, Cooperative Education/School Improvement Coordinator - up to 10 days
 Supervising a number of secondary and other students at cooperative education placements, as well as developing additional placements for our students within and outside of Carbon County
- Eugene Colosimo, Guidance Counselor - up to 15 days
 Updating the Guidance Plan, assisting with the coordination of summer student enrollments from the five districts, class scheduling, parent/student conferences, communicating with key personnel in the five sending districts, and other duties assigned by the Principal and Administrative Director
- Ashleigh Rehrig, Culinary Arts Instructor - up to 3 days
- Salvatore LoPresti, Culinary Arts Instructional Aide - up to 3 days
- Alexandria Ventrella, Culinary Arts Instructional Aide - up to 3 days
 Time will be devoted to preparing for cafeteria production for the next school year
- Rebecca Schaeffer, School Nurse - up to 3 days
 Ensure all immunizations are up-to-date and attend 504 Plan meetings

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"/>

M. MOTION by _____, SECONDED by _____ to approve the following salaries for advisor/mentor positions for the 2025-2026 school year:

- DECA Advisor - \$2,300
- DECA Assistant Advisor - \$1,600
- HOSA Advisor - \$2,300
- SkillsUSA Advisor - \$2,300
- SkillsUSA Assistant Advisors (2) - \$1,600 each
- eSports Advisor - \$2,300
- Interact Rotary Club Advisor - \$2,300
- National Technical Honor Society Advisor - \$2,300
- SADD/Aevidum Advisor - \$2,300
- Senior Class Advisor - \$2,300
- Student Council Advisor - \$2,300
- Underclass Advisor (Freshmen, Sophomore, Junior - combined) - \$2,300
- Yearbook Advisor - \$2,300
- Student Publishing Club (Newspaper) Advisor - \$2,300
- Robotics Club Advisor - \$2,300

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

N. MOTION by _____, SECONDED by _____ to approve the following individuals as School-Wide Co-Curricular Activities and Student Club/Organization Advisors, as needed at the established rates for the 2025-2026 school year:

- DECA Advisor - Carly Rinda
- DECA Assistant Advisor - Scott Bartholomew
- HOSA Advisor - Donna McClain
- SkillsUSA Advisor - Kevin Kuehner
- SkillsUSA Assistant Advisors (2) - Heather Cassidy & Maya Kowalcyk
- eSports Advisor - Nate Rinda
- Interact Rotary Club Advisor - Margaret Kalogerakis
- National Technical Honor Society Advisor - Sue Ann Gerhard
- SADD/Aevidum Advisor - Jacob McCloskey
- Senior Class Advisor - Sandra Kohutka
- Underclass Advisor (Freshmen, Sophomore, Junior - combined) - Brandi Schmoyer

(cont.)

Yearbook Advisor – JamiLynn Johannsen
 Robotics Club Advisor – Michael Garrant

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"/>

O. MOTION by _____, SECONDED by _____ to appoint the following individuals as Teacher Mentor for the 2025-2026 school year at the established stipend:

- Stephen Nesler (Walter O'Donnell, Carpentry Instructor)
- Jeremy Pease (HVAC Instructor)
- Angela Sablich (Science Teacher)
- Tammy Marshall (Mark Barthel, Graphic Design Instructor)
- Michael Wildoner (Grace Crouthamel, English Teacher)
- Philip Strubinger (Larissa Genetti, English Teacher)

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"/>

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

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

Q. MOTION by _____, SECONDED by _____ to approve the following individuals effective July 1, 2025 through June 30, 2026:

- 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 _____ that homebound instruction be retroactively approved for student #9075 for 5 hours per week from May 7, 2025 through June 3, 2025.

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

B. 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 2025-2026 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
- The Manor at St. Luke's Village, Hazleton, PA
- The Pavilion at St. Luke's Village, Hazleton, 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 - _____

C. 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 2025-2026 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 - _____

D. MOTION by _____, SECONDED by _____ that eight (8) senior Auto Service & Technology students attend an educational trip to Maple Grove Raceway Park, Mohnton, PA on September 12, 2025 to participate in the NHRA (National Hot Rod Association) YES (Youth and Education Services) Program. Harold Resh, Auto Service & Technology Instructor and Angela Sablich, Science Teacher will chaperone this event.

Note: This will be the fifth 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"/>
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"/>

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

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

F. MOTION by _____, SECONDED by _____ to grant approval to operate a GED testing program for the 2025-2026 school year at the CCTI school site.

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

G. 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 acknowledge receipt of the Resolution pertinent to the 2025-2026 Proposed Operating Budget for the Carbon Career & Technical Institute calling for receipts and expenditures in the amount of \$9,584,132 as follows:

Jim Thorpe Area School District (Encl. 6)
Yes - 6, No - 0, Absent - 3, Abstentions - 0 - **Approved**

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

Palmerton Area School District (Encl. 8)
Yes - 1, No - 7, Absent - 1, Abstentions - 0 - **Disapproved**

Panther Valley School District (Encl. 9)
Yes - 7, No - 2, Absent - 0, Abstentions - 0 - **Approved**

Weatherly Area School District (Encl. 10)
Yes - 6, No - 1, Absent - 2, Abstentions - 0 - **Approved**

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

B. MOTION by _____, SECONDED by _____ to authorize the Administrative Director to approve bills for payment from June 1 - June 30, 2025, the close of the 2024-2025 fiscal year.

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

C. MOTION by _____, SECONDED by _____ to approve the purchase of a MecLab System for the Engineering Technology/Technicians technical area at a cost of \$11,581.35 to include shipping and handling.

Note: This item is included in the Capital Plan and is partially funded through the Perkins 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 - 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"/>

D. MOTION by _____, SECONDED by _____ to approve the purchase twenty-four (24) Apple 2024 iMac All-in-One Desktop Computers for the Graphic Design Technical area at a total cost of \$41,259.

Note: These items are included in the Capital Plan.

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"/>

E. MOTION by _____, SECONDED by _____ to approve the purchase of forty (40) Lenovo ThinkCentre All-in-One Desktop Computers for teacher/instructor use at a total cost of \$32,799.60.

Note: These items are included in the Capital Plan.

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 one hundred fifty (150) Lenovo Flagship Chromebooks for student use at a total cost of \$31,800.

Note: These items are included in the Capital Plan.

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"/>

G. MOTION by _____, SECONDED by _____ to add the following equipment items to the current CCTI Capital Plan:

- Meter Certification Kit, \$12,000 – Auto Service & Technology
- Programmable Logic Controllers (2), \$7,000 – Engineering Technology/Technician
- Proofing Cabinet (Replacement), \$10,000 – Culinary Arts

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

A. MOTION by _____, SECONDED by _____ to authorize the expenditure of \$46,765 to Premier Sealcoating for asphalt crack sealing, asphalt road and parking lot sealing, and line striping of the school’s exterior asphalt areas.

Note: This approval is based on Premier Sealcoating submitting the lowest quote and providing a valid COSTARS contract number. The work is scheduled to be completed between July 7 and July 31, 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"/>

Administrative

A. MOTION by _____, SECONDED by _____ the CCTI Principal be appointed Title IX Investigator for the Carbon Career & Technical Institute.

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

B. MOTION by _____, SECONDED by _____ to appoint the law firm of King, Spry, Herman, Freund & Faul, LLC for specialized work for the 2025-2026 fiscal year on an as-needed basis, as presented.

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 - 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"/>

C. 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, 2025 at a total cost of \$900.00.

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 - 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"/>

D. MOTION by _____, SECONDED by _____ to approve the purchase of the 2025-2026 SmartFutures District License at a cost of \$2,000.00.

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"/>
Mrs. Krawchuk-Boschen – 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 approve the purchase of the 2025-2026 SmartPass Pro Plan, Flex, and ID cards Pro at a cost of \$3,222.00

Note: Plan includes detected encounters, emergency mode, missed class time, and parent accounts. Final cost includes a discount of \$1,624.50.

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 - 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 grant permission to apply for the Perkins grant for the 2025-2026 school year.

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

G. 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 2025-2026 school year.

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

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

#324 (ADMINISTRATIVE EMPLOYEES) - Personnel Files (Encl. 11)

#337 (ADMINISTRATIVE EMPLOYEES) - Vacation (Encl. 12)

#351 (ADMINISTRATIVE EMPLOYEES) - Drug & Substance Abuse (Encl. 13)

#404 (PROFESSIONAL EMPLOYEES) - Employment of Professional Employees (Encl. 14)

#451 (PROFESSIONAL EMPLOYEES) - Drug & Substance Abuse (Encl. 15)

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

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

#404.1 (PROFESSIONAL EMPLOYEES) - Recruitment and Selection of Professional Personnel (Encl. 16)

#406 (PROFESSIONAL EMPLOYEES) - Employment of Summer School Staff (Encl. 17)

#409 (PROFESSIONAL EMPLOYEES) - Assignment and Transfer (Encl. 18)

#410 (PROFESSIONAL EMPLOYEES) - Abolishing a Position (Encl. 19)

#412 (PROFESSIONAL EMPLOYEES) - Evaluation of Professional Employees (Encl. 20)

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

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

#413 (PROFESSIONAL EMPLOYEES) - Evaluation of Temporary Professional Employees (Encl. 21)

#414 (PROFESSIONAL EMPLOYEES) - Physical Examination (Encl. 22)

#414.1 (PROFESSIONAL EMPLOYEES) - HIV Infection (Encl. 23)

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. 24)
- b. Ms. Francine Kluck, Adult Education Site Supervisor (Encl. 25)

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

XIII. Old Business

XIV. New and Miscellaneous Business

A. MOTION by _____ SECONDED by _____ to acknowledge receipt of the conference report submitted by Maya Kowalcyk, English Teacher after attending the House of Delegates (HOD) PSEA Convention May 16-17, 2025. (Encl. 26)

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

XV. Next Regularly Scheduled Meeting: Thursday – July 17, 2025

XVI. Adjournment