

Carbon Career & Technical Institute
 Joint Operating Committee Agenda
Regular Meeting
May 21, 2026

I. Call to Order - Chairman

II. Salute to the Flag

III. Roll Call

	Present	Absent
Ms. Heather Neff, Chairman	<input type="checkbox"/>	<input type="checkbox"/>
Mrs. Erin Snyder, Member	<input type="checkbox"/>	<input type="checkbox"/>
Mr. Gerald Strubinger, Member	<input type="checkbox"/>	<input type="checkbox"/>
Mr. Michael Alabovitz, Vice-Chairman	<input type="checkbox"/>	<input type="checkbox"/>
Mrs. April Walters, Member	<input type="checkbox"/>	<input type="checkbox"/>
Mr. David Reinbold, Administrative Director	<input type="checkbox"/>	<input type="checkbox"/>
Mr. Thomas Lesisko, Interim 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. Christopher Fischi, Alternate Member	<input type="checkbox"/>	<input type="checkbox"/>
Dr. William Howland, Alternate Member	<input type="checkbox"/>	<input type="checkbox"/>
Dr. Stacey Connell, Alternate Member	<input type="checkbox"/>	<input type="checkbox"/>
Mr. Ron Yuricheck, Alternate Member	<input type="checkbox"/>	<input type="checkbox"/>
Mr. Ryan Binder, Alternate Member	<input type="checkbox"/>	<input type="checkbox"/>
Mr. Jason Moser, 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 21, 2026 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 16, 2026 Regular Meeting. (Encl. 1)

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

VII. Courtesy of the Floor to Visitors

A. Mr. Krause, Lehigh Carbon Community College Trustee for Lehigh Area School District

VIII. Approval of Treasurer's Report (April 2026)

A. MOTION by _____, SECONDED by _____ to approve the Treasurer's Report for April 2026 showing a final balance of \$6,002,446.79 in the General Fund, and \$99,113.97 in the Student Activities Account. (Encl. 2)

ROLL CALL VOTE:	Yes	No	Absent	Abstain
Mr. Alabovitz - Panther Valley	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mrs. Snyder - Palmerton	<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. Walters - Weatherly	<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"/>

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. Alabovitz - Panther Valley	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mrs. Snyder - Palmerton	<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. Walters - Weatherly	<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"/>

X. **Administrative Reports**

- A. Director's Report – Mr. David Reinbold, Administrative Director
 - a. Michael Herishko, HVAC Instructor
 - b. Joshua Reif, SkillsUSA Advisor with student(s)
 - c. Rhina Rivera, Science Teacher
- B. Principal's Report – Mr. Thomas Lesisko, Interim Principal
- C. Business Administrator's Report – Mr. Jeffry P. Deutsch, Business Administrator
 - Update on the 2026-2027 Budget:
The CCTI 2026-2027 budget has been timely submitted and approved by the PA Department of Education.
 - Brief year-to-date update/reminder on the preliminary 2025-2026 CCTI financial status results.
- D. Facilitator of Special Education Report – Mrs. Christine Trovato, Facilitator of Special Education
- E. Building and Grounds Report – Mr. Ken Walters, Supervisor of Building and Grounds
- F. Technology Report – Mr. Nate Rinda, Director of Technology
- G. Adult Education Report – Ms. Francine Kluck, Adult Education Site Supervisor
- H. Superintendent of Record Report – Mr. Jason Moser, Lehigh 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 2025-2026 school year, as indicated below:

Scott Bartholomew (Jay Sabo, Science Long-Term through 12/05/2025; Shivani Gupta, Science Teacher, effective 12/08/2025)

Michele Klock (Riston Barr, Precision Machine Technology Instructor)

Tammy Marshall (Mark Barthel, Graphic Design Instructor)

Stephen Nesler (Walter O'Donnell, Carpentry Instructor)

Jeremy Pease (Hal C. Resh, HVAC Long-Term Substitute through 02/27/2026;

Michael Herishko, HVAC Instructor, effective 03/02/2026)

Justin Pshar (Jose Jimenez, Math Teacher)

Angela Sablich (Rhina Rivera, Science Teacher)

Philip Strubinger (Larissa Genetti, English Teacher)

(cont.)

Michael Wildoner (Grace Crouthamel, English Teacher)

ROLL CALL VOTE:	Yes	No	Absent	Abstain
Mr. Alabovitz - Panther Valley	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mrs. Snyder - Palmerton	<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. Walters - Weatherly	<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"/>

B. MOTION by _____, SECONDED by _____ to reaffirm the following individuals as Instructional Aide Mentor at the established rate of \$500 for the 2025-2026 school year, as indicated below:

Kevin Wagner (Austin Lauchnor, Carpentry Instructional Aide)
Salvatore LoPresti (Christopher Bavlinka, Culinary Arts Instructional Aide)

ROLL CALL VOTE:	Yes	No	Absent	Abstain
Mr. Alabovitz - Panther Valley	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mrs. Snyder - Palmerton	<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. Walters - Weatherly	<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"/>

C. 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 2025-2026 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 - Joshua Reif (\$2,300)
SkillsUSA Assistant Advisor - Maya Kowalczyk (\$1,600)
SkillsUSA Assistant Advisor - Richard Stettler (\$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 - Rainbeau Currier (\$2,300)
Underclass Advisor - Brandi Schmoyer (\$2,300)
Yearbook Advisor - JamiLynn Johannsen (\$2,300)
Robotics Club Advisor - Michael Garrant (\$2,300)

ROLL CALL VOTE:	Yes	No	Absent	Abstain
Mr. Alabovitz - Panther Valley	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mrs. Snyder - Palmerton	<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. Walters - Weatherly	<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"/>

D. MOTION by _____, SECONDED by _____ to approve the hourly rate for Homebound Instructor for the 2026-2027 school year on an as-needed basis at \$50.00.

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

E. MOTION by _____, SECONDED by _____ to approve the Teacher Mentor stipend of \$1,000.00 for the 2026-2027 school year.

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

F. MOTION by _____, SECONDED by _____ to approve the Paraprofessional Mentor stipend of \$500.00 for the 2026-2027 school year.

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

G. MOTION by _____, SECONDED by _____ to approve the hourly rate for substitute van/bus driver of \$30.00 effective July 1, 2026 through June 2027.

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

H. MOTION by _____, SECONDED by _____ to accept the letter of resignation for the purpose of retirement received from Sue Ann Gerhard, Administrative Assistant – Student Support Services, effective September 10, 2026.

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

I. MOTION by _____, SECONDED by _____ to approve a Joint Operating Committee Secretary annual stipend of \$2,000.00, effective July 1, 2026 through June 30, 2027.

ROLL CALL VOTE:

	Yes	No	Absent	Abstain
Mr. Alabovitz - Panther Valley	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mrs. Snyder - Palmerton	<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. Walters - Weatherly	<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"/>

Education

A. MOTION by _____, SECONDED by _____ that homebound instruction be approved for student #8890 for 5 hours per week from April 3, 2026 until cleared by the physician.

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

B. 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 2026.

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

Budget & Finance

A. MOTION by _____, SECONDED by _____ to approve the 2026-2027 Proposed Operating Budget for the CCTI Adult Education Program, calling for receipts and expenditures in the amount of \$99,253. (Encl. 4)

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

B. MOTION by _____, SECONDED by _____ to approve the following depositories for Carbon Career & Technical Institute funds as indicated below for the 2026-2027 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 - _____

C. MOTION by _____, SECONDED by _____ to grant permission to participate in cooperative arrangements for purchasing supplies and computer equipment for the 2026-2027 fiscal year through the following:

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

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

D. 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 2026-2027 school year.

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

E. MOTION by _____, SECONDED by _____ to approve the Section 125 Flexible Plan Benefits Plan, effective July 1, 2026 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 2025-2026.

ROLL CALL VOTE:	Yes	No	Absent	Abstain
Mr. Alabovitz - Panther Valley	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mrs. Snyder - Palmerton	<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. Walters - Weatherly	<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"/>

F. 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 2026-2027 fiscal year, effective July 1, 2026, at an annual fee of \$22,500.

Note: The audit covers CCTI, as well as the school authority.

ROLL CALL VOTE:	Yes	No	Absent	Abstain
Mr. Alabovitz - Panther Valley	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mrs. Snyder - Palmerton	<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. Walters - Weatherly	<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"/>

G. MOTION by _____, SECONDED by _____ that compulsory Student Accident Insurance for all SECONDARY students attending Carbon Career & Technical Institute for the 2026-2027 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 nineteen years.

ROLL CALL VOTE:	Yes	No	Absent	Abstain
Mr. Alabovitz - Panther Valley	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mrs. Snyder - Palmerton	<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. Walters - Weatherly	<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"/>

H. MOTION by _____, SECONDED by _____ to approve the current CCTI Capital/ Instructional Equipment Plan, as presented.

ROLL CALL VOTE:	Yes	No	Absent	Abstain
Mr. Alabovitz - Panther Valley	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mrs. Snyder - Palmerton	<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. Walters - Weatherly	<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"/>

Building & Grounds

NONE

Administrative

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

#404.2 (PROFESSIONAL EMPLOYEES) - Position Vacancies Procedure (Encl. 5)

#408 (PROFESSIONAL EMPLOYEES) - Employment Contract/Joint Operating Committee Resolution (Encl. 6)

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

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

#103 Attachment 2 (PROGRAMS) - Discrimination Complaint Procedures (Encl. 7)

#103 Attachment 3 (PROGRAMS) - Title IX Sexual Harassment Procedures and Grievance Process for Formal Complaints (Encl. 8)

#311 (ADMINISTRATIVE EMPLOYEES) - reduction of Staff (Encl. 9)

#411 (PROFESSIONAL EMPLOYEES) - Reduction of Staff (Encl. 10)

#511 (CLASSIFIED EMPLOYEES) - Reduction of Staff (Encl. 11)

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

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

#404.3 (PROFESSIONAL EMPLOYEES) - Appointment of Personnel (Encl. 12)

#405 (PROFESSIONAL EMPLOYEES) - Employment of Substitute Professional Employees (Encl.13) (cont.)

#407 (PROFESSIONAL EMPLOYEES) - Student Teachers (Encl. 14)

- #422 (PROFESSIONAL EMPLOYEES) - Gifts (Encl. 15)
- #432 (PROFESSIONAL EMPLOYEES) - Working Periods (Encl. 16)
- #436 (PROFESSIONAL EMPLOYEES) - Personal Necessity Leave (Encl. 17)
- #512 (CLASSIFIED EMPLOYEES) - Evaluation of Classified Employees (Encl. 18)

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. 19)
- b. Ms. Francine Kluck, Adult Education Site Supervisor (Encl. 20)

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

XIII. Old Business

NONE

XIV. New and Miscellaneous Business

XV. Next Regularly Scheduled Meeting: Thursday – June 18, 2026

XVI. Adjournment