

Carbon Career & Technical Institute
Joint Operating Committee Agenda
Regular Meeting
July 16, 2026

I. Call to Order – Chairman

II. Salute to the Flag

III. Roll Call

	Present	Absent
Ms. Heather Neff, Chairman	☐	☐
Mrs. Erin Snyder, Member	☐	☐
Mr. Gerald Strubinger, Member	☐	☐
Mr. Michael Alabovitz, Vice-Chairman	☐	☐
Mrs. April Walters, Member	☐	☐
Mr. David Reinbold, Administrative Director	☐	☐
Mr. William Mack, Principal	☐	☐
Mrs. Christine Trovato, Facilitator of Special Education	☐	☐
Mr. Jeffry Deutsch, Bus. Administrator/Treasurer	☐	☐
Mr. Nate Rinda, Director of Technology	☐	☐
Mr. Ken Walters, Supervisor of Bldg. & Grounds	☐	☐
Mrs. Francine Kluck, Assistant Business Manager (AE Site Supervisor)	☐	☐
Mr. Christopher Fischl, Alternate Member	☐	☐
Dr. William Howland, Alternate Member	☐	☐
Dr. Stacey Connell, Alternate Member	☐	☐
Mr. Ron Yurichuck, Alternate Member	☐	☐
Mr. Ryan Binder, Alternate Member	☐	☐
Mr. Jason Moser, Superintendent of Record	☐	☐
Attorney Robert T. Yurchak, Solicitor	☐	☐
Ms. Christina A. Graver, Secretary	☐	☐

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 July 16, 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 June 18, 2026 Regular Meeting. (Encl. 1)

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

VII. Courtesy of the Floor to Visitors

VIII. Approval of Payment of Bills

- A. MOTION by _____, SECONDED by _____ to approve Payment of Bills - General Fund and Other Accounts. (Encl. 2)

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	☐	☐	☐	☐
Mrs. Snyder - Palmerton	☐	☐	☐	☐
Mr. Strubinger - Jim Thorpe	☐	☐	☐	☐
Mrs. Walters - Weatherly	☐	☐	☐	☐
Ms. Neff - Lehighton	☐	☐	☐	☐

IX. Administrative Reports

- A. Director's Report - Mr. David Reinbold, Administrative Director
- B. Principal's Report - Mr. William Mack, Principal
- C. Business Administrator's Report - Mr. Jeffry P. Deutsch, Business Administrator
- Preliminary update/status on 2025-2026 financial 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, Assistant Business Manager (Adult Education Site Supervisor)
- H. Superintendent of Record Report - Mr. Jason Moser, Lehighton Area School District Superintendent

X. **Items of Business**

Personnel

- A. MOTION by _____, SECONDED by _____ to appoint David McAndrew, Panther Valley School District Superintendent as Superintendent of Record for Carbon Career & Technical Institute effective August 1, 2026 through July 31, 2027 at the established per meeting stipend of \$150.00. Payment will be based on attendance at regularly scheduled Joint Operating Committee meetings (12 per year) and paid in full following the completion of the appointed term.

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

- B. MOTION by _____, SECONDED by _____ to approve the appointment of John (Jay) Sabo, English Teacher, effective August 20, 2026 at a step 1, Master/M. EQU salary per the current Agreement between the Carbon Career & Technical Institute (CCTI) Joint Operating Committee and the CCTI Education Association.

Note: John served as our building substitute and long-term science substitute in the 2025-2026 school year. In addition, he has eleven (11) years years' experience teaching multiple subjects, including English in private schools.

ROLL CALL VOTE:

	Yes	No	Absent	Abstain
Mr. Alabovitz - Panther Valley	☐	☐	☐	☐
Mrs. Snyder - Palmerton	☐	☐	☐	☐
Mr. Strubinger - Jim Thorpe	☐	☐	☐	☐
Mrs. Walters - Weatherly	☐	☐	☐	☐
Ms. Neff - Lehigh	☐	☐	☐	☐

- C. MOTION by _____, SECONDED by _____ to grant the following individuals a "Professional Employee Contract" and tenure status:

Robert Fehr, Welding Instructor
Michael Garrant, Engineering Technology/Technician Instructor
Ashleigh Rehrig, Culinary Arts Instructor
Julian Valentini, Social Studies/Special Education Teacher

ROLL CALL VOTE:

	Yes	No	Absent	Abstain
Mr. Alabovitz - Panther Valley	☐	☐	☐	☐
Mrs. Snyder - Palmerton	☐	☐	☐	☐
Mr. Strubinger - Jim Thorpe	☐	☐	☐	☐
Mrs. Walters - Weatherly	☐	☐	☐	☐
Ms. Neff - Lehigh	☐	☐	☐	☐

- D. MOTION by _____, SECONDED by _____ to accept the letter of resignation received from Michael Garrant, Engineering Technology/Technician Instructor and Robotics Club Advisor, effective October 5, 2026.

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

- E. MOTION by _____, SECONDED by _____ to approve Rainbeau Currier as a Category C (long-term) Engineering Technology/Technician Substitute Instructor, effective August 20, 2026 for ninety (90) consecutive days or more at a step 1 salary per the current Agreement between the Carbon Career & Technical Institute (CCTI) Joint Operating Committee and the CCTI Education Association.

ROLL CALL VOTE:

	Yes	No	Absent	Abstain
Mr. Alabovitz - Panther Valley	☐	☐	☐	☐
Mrs. Snyder - Palmerton	☐	☐	☐	☐
Mr. Strubinger - Jim Thorpe	☐	☐	☐	☐
Mrs. Walters - Weatherly	☐	☐	☐	☐
Ms. Neff - Lehigh	☐	☐	☐	☐

- F. MOTION by _____, SECONDED by _____ to appoint the following individuals as Teacher Mentor for the 2026-2027 school year at the established stipend:

Michael Wildoner (John Sabo, English Teacher)

ROLL CALL VOTE:

		Yes	No	Absent	Abstain
Mr. Alabovitz - Panther Valley	☐	☐	☐		☐
Mrs. Snyder - Palmerton	☐	☐	☐		☐
Mr. Strubinger - Jim Thorpe	☐	☐	☐		☐
Mrs. Walters - Weatherly	☐	☐	☐		☐
Ms. Neff - Lehigh	☐	☐	☐		☐

- G. MOTION by _____, SECONDED by _____ to approve a 2-day New Teacher Orientation to take place prior to August 20, 2026.

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

- H. MOTION by _____, SECONDED by _____ to approve intermittent Family Medical Leave effective June 22, 2026 through June 21, 2027 for employee #3054.

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

- I. MOTION by _____, SECONDED by _____ to approve Family Medical Leave effective August 20, 2026 for employee #3250.

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

- K. MOTION by _____, SECONDED by _____ that the 2026-2027 salary for the following individual be adjusted as indicated as provided in the existing Agreement between the Carbon Career & Technical Institute Joint Operating Committee and the Carbon Career & Technical Institute Education Association:

Phillip Strubinger, Social Studies/Special Education Teacher
\$59,100 - 2026-2027 Salary
+ 1,100 - Master/M. EQU
\$60,200 - Adjusted 2026-2027 Salary

ROLL CALL VOTE:	Yes	No	Absent	Abstain
Mr. Alabovitz - Panther Valley	☐	☐	☐	☐
Mrs. Snyder - Palmerton	☐	☐	☐	☐
Mr. Strubinger - Jim Thorpe	☐	☐	☐	☐
Mrs. Walters - Weatherly	☐	☐	☐	☐
Ms. Neff - Lehighton	☐	☐	☐	☐

- L. MOTION by _____, SECONDED by _____ to appoint Joseph L. Krushinsky, Jr. Adult Education GED Instructor at a rate of \$24.00/hour on an as needed basis through July 2027.

ROLL CALL VOTE:	Yes	No	Absent	Abstain
Mr. Alabovitz - Panther Valley	☐	☐	☐	☐
Mrs. Snyder - Palmerton	☐	☐	☐	☐
Mr. Strubinger - Jim Thorpe	☐	☐	☐	☐
Mrs. Walters - Weatherly	☐	☐	☐	☐
Ms. Neff - Lehighton	☐	☐	☐	☐

Education

NONE

Budget & Finance

- A. MOTION by _____, SECONDED by _____ that the student lunch price for a second lunch for the 2026-2027 school year be established as follows:

Students: Type A - \$3.00

Adults: \$5.00

Note: All students will receive a free breakfast and lunch for the 2026-2027 school year.

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

- B. MOTION by _____, SECONDED by _____ that Zimmerman's Dairy (Lehighton, PA) be retained as the CCTI Milk/Juice Supplier for the 2026-2027 school year. Prices for milk and juice shall remain the same as quoted for the 2025-2026 school year. Milk prices are established by the PA Milk Marketing Board.

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

- C. MOTION by _____, SECONDED by _____ to approve the purchase of one (1) Promethean Board at a total cost of \$6,000.00.

Note: These items are included in the Capital Plan.

ROLL CALL VOTE:

	Yes	No	Absent	Abstain
Mr. Alabovitz - Panther Valley	☐	☐	☐	☐
Mrs. Snyder - Palmerton	☐	☐	☐	☐
Mr. Strubinger - Jim Thorpe	☐	☐	☐	☐
Mrs. Walters - Weatherly	☐	☐	☐	☐
Ms. Neff - Lehighton	☐	☐	☐	☐

- D. MOTION by _____, SECONDED by _____ to approve the purchase of one hundred fifty (150) Lenovo Flagship Chromebooks for student use at a total cost of \$46,000.

Note: These items are included in the Capital Plan.

ROLL CALL VOTE:

	Yes	No	Absent	Abstain
Mr. Alabovitz - Panther Valley	☐	☐	☐	☐
Mrs. Snyder - Palmerton	☐	☐	☐	☐
Mr. Strubinger - Jim Thorpe	☐	☐	☐	☐
Mrs. Walters - Weatherly	☐	☐	☐	☐
Ms. Neff - Lehighton	☐	☐	☐	☐

Building & Grounds

NONE

Administrative

- A. MOTION by _____ SECONDED by _____ to approve the revised CCTI Student & Parent Handbook, as presented.

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

- B. MOTION by _____ SECONDED by _____ to approve the purchase of 650 CCTI Student & Parent Handbooks at a cost of \$4,387.50.

ROLL CALL VOTE:

	Yes	No	Absent	Abstain
Mr. Alabovitz - Panther Valley	☐	☐	☐	☐
Mrs. Snyder - Palmerton	☐	☐	☐	☐
Mr. Strubinger - Jim Thorpe	☐	☐	☐	☐
Mrs. Walters - Weatherly	☐	☐	☐	☐
Ms. Neff - Lehigh	☐	☐	☐	☐

- C. MOTION by _____ SECONDED by _____ to approve the revised CCTI Course Handbook, as presented.

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

- D. MOTION by _____ SECONDED by _____ to approve the purchase of 400 CCTI Course Handbooks at a cost of \$2,260.00.

ROLL CALL VOTE:

	Yes	No	Absent	Abstain
Mr. Alabovitz - Panther Valley	☐	☐	☐	☐
Mrs. Snyder - Palmerton	☐	☐	☐	☐
Mr. Strubinger - Jim Thorpe	☐	☐	☐	☐
Mrs. Walters - Weatherly	☐	☐	☐	☐
Ms. Neff - Lehigh	☐	☐	☐	☐

- E. MOTION by _____, SECONDED by _____ to approve the Memorandum of Understanding with the Jim Thorpe Police Department, per the Pennsylvania Department of Education Safe School Reporting regulations and CCTI Joint Operating Committee Policy 218.1, as presented.

ROLL CALL VOTE:

	Yes	No	Absent	Abstain
Mr. Alabovitz - Panther Valley	☐	☐	☐	☐
Mrs. Snyder - Palmerton	☐	☐	☐	☐
Mr. Strubinger - Jim Thorpe	☐	☐	☐	☐
Mrs. Walters - Weatherly	☐	☐	☐	☐
Ms. Neff - Lehigh	☐	☐	☐	☐

- F. MOTION by _____ SECONDED by _____ to approve the Adult Education Site Supervisor position description, as presented. (Encl. 3)

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

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

#814 (OPERATIONS) - Copyright Material (Encl. 4)
#815 (OPERATIONS) - Acceptable Use of Internet, Computers and Network Resources (Encl. 5)

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

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

#515 (CLASSIFIED EMPLOYEES) - Disqualification by Reason of Health (Encl. 6)

#800 (OPERATIONS) - Records Management (Encl. 7)

#800.1 (OPERATIONS) - Electronic Signatures/Records (Encl. 8)

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

XI. **Administrative Reports**

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

a. Mr. William Mack, Principal (Encl. 9)

b. Mrs. Christine Trovato, Facilitator of Special Education (Encl. 10)

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

XII. **Old Business**

XIII. **New and Miscellaneous Business**

XIV. **Next Regularly Scheduled Meeting:** **Thursday – August 20, 2026**

XV. **Adjournment**