

Carbon Career & Technical Institute
Joint Operating Committee Minutes

Regular Meeting
August 20, 2026

The Carbon Career & Technical Institute Joint Operating Committee met **Thursday – August 20, 2026** 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 Chairman, Ms. Heather Neff, at 6:03 PM with the Secretary being present.

	Present	Absent
Mr. Gerald Strubinger, Member	☒	☐
Ms. Heather Neff, Chairman	☒	☐
Mrs. Erin Snyder, 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	☒	☐
Ms. Francine Kluck, Asst. Bus. Mgr. (AE Site Supervisor)	☐	☒
Mr. Nate Rinda, Director of Technology	☒	☐
Mr. Ken Walters, Supervisor of Bldg. & Grounds	☒	☐
Jim Thorpe ASD, Alternate Member	☐	☒
Dr. William Howland, Alternate Member	☐	☒
Dr. Stacey Connell, Alternate Member	☒	☐
Mr. Ron Yuricheck, Alternate Member	☒	☐
Mr. Ryan Binder, Alternate Member	☐	☒
Mr. David McAndrew, Jr., Superintendent of Record	☒	☐
Attorney Robert T. Yurchak, Solicitor	☒	☐
Ms. Christina A. Graver, Secretary	☒	☐

Others present: CCTI Staff: Joseph, Korba, Building Substitute; Henry Woods, School Police Officer; Media: James Logue, Times News

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

Approval of Addendum

- A. MOTION by Mr. Strubinger, SECONDED by Mr. Yuricheck to approve the inclusion of an Addendum to the August 20, 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 - 5 NO - 0 ABSENT - 0 ABSTENTIONS - 0

Motion carried.

Approval of Minutes

- A. MOTION by Mrs. Walters, SECONDED by Mrs. Snyder to approve the Minutes of the July 16, 2026 Regular Meeting.

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

Motion carried.

Courtesy of the Floor to Visitors

NONE

Approval of Treasurer's Report (June & July 2026)

MOTION by Mrs. Snyder, SECONDED by Mrs. Walters that the following motions be approved:

- A. to approve the Treasurer's Report for June 2026 showing a final balance of \$4,562,707.25 in the General Fund, and \$91,718.28 in the Student Activities Account.
- B. to approve the Treasurer's Report for July 2026 showing a final balance of \$3,827,883.25 in the General Fund, and \$92,264.99 in the Student Activities Account.

ROLL CALL VOTE:

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

Motions carried.

Approval of Payment of Bills

- A. MOTION by Mrs. Snyder, SECONDED by Mrs. Walters to approve Payment of Bills - General Fund and Other Accounts.

ROLL CALL VOTE:

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

Motion carried.

Administrative Reports

- A. Director's Report – Mr. David Reinbold, Administrative Director
Mr. Reinbold introduced the following for their individual reports:
- B. Principal's Report – Mr. William Mack, Principal
Mr. Mack shared the following prepared report:

Scheduling and Enrollment

The scheduling process for the 2026-27 school year has been completed. PowerSchool went live for the new school year on Monday, August 10, 2026. Aside from a few minor tweaks to the student rosters and teaching schedules since the rollover, things have been running rather smoothly. This would not have been the case, without the tireless efforts of Dr. Nietz, secretary Tara Benyo, our new school counselor Marisa Stoop, and facilitator of special education Christine Trovato, throughout the month of July. They worked to ensure that all students were properly scheduled in both their technical areas and academic classrooms, but also that there was enough supports in place for a conducive learning environment to permeate throughout the school building. Specific duty, coverage, and assignment schedules for faculty and staff have been set. To make a special point, our new school counselor Marisa Stoop is settling into her position quite comfortably and she has taken on all tasks with an open mind, willingness to learn, and brings a different perspective to the guidance department. I am personally looking forward to seeing her work with our students on a daily basis this coming school year.

Working with New Employees

On July 29, 2026, I had the opportunity to attend the Carbon Lehigh Intermediate Unit Guest Teacher Meet & Greet event. There were twenty graduates of the summer training guest teacher program, and many of them were available to hold brief interviews, with the possibility of substitute teaching starting in August. I look forward to attending again next summer and hope to bring a better glimpse of career and technical education to the event, so the graduates have true understanding of teaching in CTE.

As the summer progressed, I was able to personally welcome our new Student Success Coordinator, Kaylie Dunlap, Adult Education Site Supervisor Roxine Benckini, and substitute Skyler Kriss, who were present in the building, and helped them to become acclimated to CCTI and their responsibilities.

Preparing for the 2026-27 School Year

Over the past few weeks, I spent time preparing for the New Student Self-guided Tours, held on Thursday, August 13, 2026 and New Student Orientation Night, held on Wednesday, August 16, 2026. I also worked with Mr. Reinbold and the administrative group preparing for New Teacher and Mentor In-Service held on Monday and Tuesday August 17-18, 2026, organizing an agenda for both days, and setting the schedule of meetings and workshops for the 2026-27 school year. We also set the agenda and specific topics for Teacher In-Service days on Thursday and Friday, August 20-21, 2026.

My Plans and Future Trainings

I am excited to welcome back our faculty, staff, and students for the 2026-27 school year. I plan to be visible, present, and available throughout the school for anyone who needs me. Building a healthy relationship with adults and students will take time and I hope to establish good rapport and meaningful interactions. I will be attending a Title IX

Investigator training through CLIU#21 on Wednesday, August 26, 2026 and am currently enrolled in an Act 13 course entitled, "School Leaders Driving Instructional Excellence," which is designed to focus on supervision and the evaluation process.

Mr. Reinbold stated that Bill has done an excellent job getting acclimated with the school and getting everybody ready to go. He worked on reviewing and revising our new induction plan, so we're ready to hit the ground with that, facilitating the new teacher orientation sessions, preparing new student orientation, which we had last night. Again very successful. He did a lot of planning for the teachers and the student's first day, and the teacher's first day. He thanked Bill for all of his work thus far.

Regarding the self-guided tours, Mr. Reinbold reported that the technology department gave out 59 Chromebooks. We therefore had at least 59 students here for the self-guided tours, and that was in addition to last night's orientation. A lot of students and parents have been through the building.

Business Administrator's Report – Mr. Jeffry P. Deutsch, Business Administrator

- Preliminary update/status on the 2025-2026 financial results.
- Update/forecast of the 2027-2028 CCTI Budget

Mr. Reinbold commended the business office personnel stating a good job, Jeff, Fran, and Sandy. They kept everything running this summer. We appreciate that. They kept the P.O.s moving, kept the paychecks coming and going. Fran is adapting to the new position, and she's also been helping Roxine (newly appointed Adult Education Site Supervisor) with her position. We really appreciate that.

C. Facilitator of Special Education Report – Mrs. Christine Trovato, Facilitator of Special Education

Mrs. Trovato shared the following prepared report:

Special Population Enrollment

CCTI's Special Population enrollment numbers for the start of the 2026-2027 school year are as follows: 77 Students with IEPs, 26 students with 504 Service Plans, 3 students with GIEPs, 3 ELLs (2 under monitoring status), and 3 Homeless

Preparing for the 2026-2027 School Year

New teachers and support staff will begin their school year by attending Orientation days on August 17th and 18th. Some topics presented to them regarding special populations include, *"Implementing IEP and 504 accommodations-What is your responsibility?"* and *"Providing In Class Support & Co-Teaching"*.

All teachers and support staff will participate in Inservice days on August 20th and 21st. Topics presented regarding special populations include, *"Structured Literacy: Strengthening Literacy Through Evidence-Based Vocabulary & Background Building"*, *"Disabilities and Strategies"* and *"McKinney Vento: Homelessness-Procedures for Reporting & Supporting Students Experiencing Homelessness"*.

Other items in preparation for the new school year include, scheduling co-taught and supported classes; renewing 504 Service plans; preparing special education case manager documents; facilitating Transition meetings as scheduled; planning for initial

Special Education Department meetings and Instructional Aide meetings, and preparing for *New Student Orientation* evening.

Mr. Reinbold thanked Christine for all her work this summer again, getting prepared with the transition meetings. And as Bill mentioned, and she mentioned, we try to have two adults in all of our classrooms, so that's part of our scheduling process. If there's a teacher that's free, they could go in another teacher's classroom. We'll have two teachers in there and aides. So in almost all of our classes, we have at least two adults in there, which is great as far as support. In addition to tutors that come in and do in-class support, pull out after school tutoring. So we try to give as much support as we can. And Christine's a big driving force behind that. So we really appreciate that.

D. Building and Grounds Report – Mr. Ken Walters, Supervisor of Building and Grounds

Mr. Walters shared the following prepared report:

- Summer maintenance, cleaning, floor care, and school-opening preparations are complete, and the facilities are ready for the new school year.
- Installation of the HALO vape-detection system is substantially complete, with final inspection, operational testing, and integration into the Genetec security system in progress.
- Maintenance staff completed forklift operator recertification, and break-in preventive maintenance has been scheduled for the new Yale forklift.
- Properly rated, galvanized, slip-resistant replacement drainage trench covers are being sourced for the Auto Collision Technology area.
- The Auto Collision Technology drainage interceptor cleanout is being coordinated with the vendor, with appropriate hazardous-material procedures being followed.
- Replacement furniture tops for Engineering arrived, and installation and classroom readiness were coordinated before the start of school.
- Carpentry's Woodmaster planer was returned following repairs.
- The 2026 Trane building-automation controls service renewal was processed to maintain continued support for the building-control system.
- The roof-restoration grant application remains under state review as part of the District's long-range capital improvement program.
- All CCTI drinking-water test results from the prior school year were below 5 parts per billion; therefore, no corrective action or reporting to PDE was required. Pennsylvania Act 20 of 2026 amended the provisions governing lead in drinking water, effective with the 2026–27 school year, establishing 5 parts per billion as the lead action threshold for school drinking-water outlets. Results above that level require the outlet to be taken out of service, an alternative water source provided, and notification to PDE. Testing remains voluntary under this provision; however, schools that do not test must discuss lead concerns at a public meeting. Samples for the 2026–27 school year were collected August 5, and laboratory results are pending.

A brief discussion took place regarding the upcoming building project (tiny home) in the carpentry classroom.

Mr. Reinbold commented that the building looks fantastic. The building's ready to go. Ken Walters, recognizing his staff said he'd like to thank Kyle Ahner, Jeff Donadi, Terry

Blose, Richard Gingrich, Steve Brili, and his two part-timers Eric Bott and Douglas Witt.

E. Technology Report – Mr. Nate Rinda, Director of Technology

Mr. Rinda shared the following prepared report:

- Google Admin Console - Mass updates to 3rd party apps and permissions. Account cleanup and security features also reviewed/modified. Also pushed out numerous app updates/permissions.
- Website - Continued updates and modifications to the website.
- Adult Education - Pearson VUE computer lab updates.
- WiFi - Mass updates to existing units.
- Printer supplies - replenished mass supplies.
- Summer - room cleanings. All rooms connected and ready to start.
- Software updates to computer labs - Drafting, Graphic Design, Marketing.
- File Server - Working on data transitions to Google Cloud based storage.
- All new accounts are ready - PowerSchool, Google, Domain, Adobe.
- Student Chromebook distribution - 100 in new students' hands now, 20 remain.
- Continued daily technology support/service - For all of CCTI.

Nate thanked the maintenance staff, Dr. Jeff Nietz, JamiLynn Johannsen, and Corey Rinda for all of their assistance in preparing for the new school year.

Mr. Reinbold thanked, Nate. He said he also wanted to thank Corey, JamiLynn, and Jeff Nietz. He said that Jeff was a huge help this summer. He's basically a substitute, but he helped out all summer putting the schedule together with Gene Colosimo leaving. We have to give him a lot of credit for his commitment and his time that he put into getting the schedule straightened out.

He thanked the administrative team for getting everybody and everything ready.

Mr. Reinbold had Joseph Korba, building substitute (in attendance) introduce himself: Joe thanked everyone for bringing him on. He said that his background is in journalism, English and that he wants to get into education. He said he's looking forward to supporting the teachers and staff as much as he can. He said it's been great so far. Everybody's been nice, and he's looking forward to meeting the students.

G. Superintendent of Record Report – Mr. David McAndrew, Jr., Panther Valley School District Superintendent

Mr. McAndrew said that he's glad to be part of this and he's looking forward to this year.

Items of Business

Personnel

Student Success Coordinator Appointed

- A. MOTION by Mrs. Walters, SECONDED by Mr. Strubinger to appoint Kaylie Dunlap, Student Success Coordinator, effective August 20, 2026 for the 2026-2027 school year per the approved position description. Appointment will include up to 5 additional days to be used between August 3, 2026 and August 19, 2026 at her per diem rate for new employee preparation and training.

Note: Position is partially funded through the Perkins grant.

Kaylie has a master's degree in library and information services and a bachelor's degree in English from Pennsylvania State University. She has related experience as a tutor and mentor at Northampton Community College and a Library Services Assistant at PSU Lehigh Valley.

ROLL CALL VOTE:

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

Motion carried.

Adult Education Site Supervisor Appointed

- B. MOTION by Mrs. Snyder, SECONDED by Mr. Strubinger to appoint Roxine Benckini Adult Education Site Supervisor and approve her agreement effective July 22, 2026 through July 21, 2027, as presented.

Note: Roxine has a master's degree in counseling from Texas Tech University and a Bachelor's degree in human services from East Stroudsburg University. She has 30 years' experience in student services including advising, recruiting, and registration; Veteran Affairs, vocational rehabilitation, fiscal management, and program development at the University of Maryland Eastern Shore and Houston Community College, and North Carolina Division of Vocational Rehabilitation Services.

ROLL CALL VOTE:

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

Motion carried.

Building Substitute Approved

- C. MOTION by Mrs. Walters, SECONDED by Mr. Strubinger to approve the following individuals as Building Substitute effective August 20, 2026 through the close of the 2026-2027 school year at the approved daily rate:

Brian McGinley
Joseph Korba

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

Motion carried.

School-Wide Co-Curricular Activities and Student Club/Organization Advisors Approved

- D. MOTION by Mrs. Snyder, SECONDED by Mr. Yuricheck to approve the following individual as a School-Wide Co-Curricular Activities and Student Club/Organization Advisor, as needed at the established rates for the 2026-2027 school year:

Student Council Advisor – Tammy Marshall
SkillsUSA Assistant Advisor – Mark Barthel

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

Motion carried.

Attendance Officer Duties Assigned

- E. MOTION by Mr. Strubinger, SECONDED by Mrs. Walters to assign Henry Woods the duties of an attendance officer, in order to fulfill PA magisterial guidelines for the 2026-2027 school year.

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

Motion carried.

Records Retention Officer Appointed

- F. MOTION by Mr. Strubinger, SECONDED by Mrs. Walters that the Administrative Director be appointed Records Retention Officer for the Carbon Career & Technical Institute for the 2026-2027 school year.

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

Motion carried.

Teacher Mentors Appointed

- G. MOTION by Mr. Strubinger, SECONDED by Mr. Yuricheck to appoint the following individuals as Teacher Mentor for the 2026-2027 school year at the established stipend:

Richard Stettler (Rainbeau Currier, Engineering Technology Technician Substitute until position is filled and then will serve as mentor to Engineering Technology/Technician Instructor)
Michael Wildoner (Skyler Kriss, English Teacher), ½ year

ROLL CALL VOTE:

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

Motion carried.

Substitute Part-Time Technology Assistants Approved

- H. MOTION by Mrs. Snyder, SECONDED by Mrs. Walters to approve the following individuals as substitute part-time technology assistants (on an as-needed basis) at a rate of \$175.00/day for the 2026-2027 school year:

Jerome Brown, Jr.
Jeffrey Nietz
Corey Rinda

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

Motion carried.

MOTION by Mr. Yuricheck, SECONDED by Mr. Strubinger that the following motions be approved:

Substitutes Approved

- I. that the below listed individuals be approved to substitute for the 2026-2027 school year at the established rates, as follows:

Kyle Ahner – SHINE Driver*
Tara Apgar – Teacher, Instructional Aide, Health/Medical (cont.)

Eric Bott – Custodial/Maintenance/Groundskeeper/Cleaner*
 James Curran – Teacher, Instructional Aide, Chaperone/Volunteer*, Custodial/Maintenance/Groundskeeper/Cleaner*, Van Driver*
 Michele Dominic – Teacher, Instructional Aide, School Nurse, Health/Medical
 Deborah Foraker – Teacher, Instructional Aide
 Jo Lynn Gazo – Teacher, Clerical*, Tutor
 William Gerhard – Teacher, Instructional Aide
 Jennifer Gonzalez – Tutor, Chaperone/Volunteer*, Van Driver*, SHINE Driver*
 Delmar Griggs – Teacher, Instructional Aide, Tutor, PT Integrated Math Instructor, Chaperone/Volunteer*, Van Driver*
 John Gunsser – Tutor, Part-Time Integrated Math Instructor
 Amanda Henry – Chaperone/Volunteer*
 Casey Hill – Van Driver*
 Margaret Kalogerakis – Teacher, Instructional Aide, Chaperone/Volunteer*
 Skyler Kriss, Teacher, Instructional Aide
 Joseph Krushinsky – Teacher, Instructional Aide, Tutor, Chaperone/Volunteer*
 Debra Kunkel-Christman – Teacher, Instructional Aide, Tutor, PT Integrated Reading Instructor, Chaperone/Volunteer*
 Thomas Lesisko, Administrative*
 Jacob McCloskey – Van Driver*
 Jo Anne Mitzen – School Nurse
 Martha Moyer – Teacher, Instructional Aide, Chaperone/Volunteer*
 Catherine Nalesnik – Teacher, Instructional Aide, Tutor, PT Integrated Math Instructor
 Robyn Plesniarski – Chaperone/Volunteer*
 Stephanie Reese – Chaperone/Volunteer*
 Maritza Reinbold – Teacher, Instructional Aide
 Kenneth Reiter – Teacher, Instructional Aide
 Hal C. Resh – Van Driver*
 Marie Rosahac – Teacher, Instructional Aide
 John Sabo – Tutor, Van Driver*, SHINE Driver*
 Elizabeth Schlecht – Instructional Aide, Chaperone/Volunteer*, Van Driver*
 Michele Troutman – Instructional Aide
 Douglas Witt – Custodial/Maintenance/Groundskeeper/Cleaner*

Note: *through August 2027

Family Medical Leave Approved

- J. to approve intermittent Family Medical Leave effective May 18, 2026 through May 17, 2027 for employee #0198.

Family Medical Leave Approved

- K. to approve intermittent Family Medical Leave effective August 20, 2026 through December 31, 2026 for employee #3187.

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

Motions carried.

Education

MOTION by Mrs. Walters, SECONDED by Mr. Yuricheck that the following motions be approved:

LCCC Dual Enrollment/Early College Program Participation Approved

- A. to approve student #9025 to participate in Lehigh Carbon Community College's dual enrollment/early college program.

LCCC Dual Enrollment/Early College Program Participation Approved

- B. to approve student #8877 to participate in Lehigh Carbon Community College's dual enrollment/early college program.

LCCC Dual Enrollment/Early College Program Participation Approved

- C. to approve student #9074 to participate in Lehigh Carbon Community College's dual enrollment/early college program.

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

Motions carried.

Budget & Finance

Transportation Contracts Approved

- A. MOTION by Mr. Strubinger, SECONDED by Mrs. Snyder that Transportation Contracts be approved with the following Contractors for 2026-2027, noting that each Contractor will be paid any cost for gasoline used to fulfill the terms of this contract which exceed \$2.00 per gallon:

Jim Thorpe Area School District (410 Center Avenue, Jim Thorpe)
2026-2027 - \$52.00/day per bus

George's Transportation Company, Inc. (84 Ashtown Drive, Lehighnton)
(Lehighnton Area School District)
2026-2027 - \$105.00/day per bus

George's Transportation Company, Inc. (84 Ashtown Drive, Lehighnton)
(Lehighnton Area School District - Mid-Day Run)
2026-2027 - \$105.00/day per bus

Leon George II School Buses, Inc. (660 Delaware Avenue, Palmerton)
(Palmerton Area School District)
2026-2027 - \$229.00/day per bus

(cont.)

Panther Valley School District (1 Panther Way, Lansford)
2026-2027 - \$96.00/day per bus

Weatherly Area School District (602 Sixth Street, Weatherly)
2026-2027 - \$140.00/day per bus

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

Motion carried.

Building & Grounds

NONE

Administrative

Graduation Ceremony Approved

- A. MOTION by Mrs. Walters, SECONDED Mr. Strubinger to approve the 2027 CCTI graduation ceremony, as follows:

- Wednesday, June 2, 2027
- 5:00 p.m.
- CCTI Field, under Tent
- Severe Weather Date: Thursday, June 3, 2027
- Note: In the event of severe weather conditions on June 3, 2027, the ceremony will be moved to the Jim Thorpe Area High School auditorium at 5:00 p.m. This has been approved by Jim Thorpe Area High School.

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

Motion carried.

Substitute Rates Established

- B. MOTION by Mr. Strubinger, SECONDED Mrs. Walters to establish the following substitute rates for the 2026-2027 school year:

- | | | | |
|----|---|---------------|---------|
| 1. | Teacher/Instructor and Instructional Aide | | |
| | Day 1 through Day 9 | \$120 per day | |
| | Day 10+ Cumulative | \$145 per day | |
| | Teacher/Instructor, only | | |
| | 15+ Consecutive Days | \$175 per day | |
| | (in a Single Assignment) | | |
| 2. | Building Substitute | \$155 per day | |
| 3. | Secretary | \$110 per day | (cont.) |

4. Administrative \$215 per day

ROLL CALL VOTE:

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

Motion carried.

Memorandum of Understanding Approved

- C. MOTION by Mrs. Snyder, SECONDED Mr. Strubinger to approve the Memorandum of Understanding between the Carbon Career & Technical Institute and the Commonwealth Charter Academy (CCA), as presented.

ROLL CALL VOTE:

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

Motion carried.

MOTION by Mrs. Snyder, SECONDED by Mrs. Walters that the following motions be approved:

First Reading Policies Approved

- D. to approve the first reading of the following CCTI policies, as presented:

#249 (PUPILS) – Bullying/Cyberbullying
#801 (OPERATIONS) – Public Records

Second Reading and Adoption Policies

- E. to approve the second reading and adoption of the following CCTI policies, as presented:

#814 (OPERATIONS) – Copyright Material
#815 (OPERATIONS) – Acceptable Use of Internet, Computers and Network Resources

Reviewed Policies Approved

F. to approve the following reviewed CCTI policies, as presented:

- #328 (ADMINISTRATIVE EMPLOYEES) – Compensation Plan
- #401 (PROFESSIONAL EMPLOYEES) – Creating a Position
- #428 (PROFESSIONAL EMPLOYEES) – Salary Determination
- #440 (PROFESSIONAL EMPLOYEES) – Responsibility of Staff for Student Welfare

Memorandum of Understanding Approved

G. to approve the Memorandum of Understanding with the Pennsylvania Department of Education for participation in the Technical Assistance Program (TAP) Activities for the 2026-2027 school year, as presented.

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

Motions carried.

Administrative Reports

A. MOTION by Mrs. Snyder, SECONDED by Mr. Strubinger to accept Administrative Reports from the following:

- a. Mr. William Mack, Principal
- b. Mrs. Christine Trovato, Facilitator of Special Education

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

Motion carried.

Old Business

NONE

New and Miscellaneous Business

A. MOTION by Mr. Strubinger, SECONDED by Mrs. Walters to acknowledge receipt of the conference report submitted by Jeremy Pease, Drafting & Design Technology Instructor after attending the 2026 SkillsUSA National Leadership & Skills Conference (NLSC) and National Championships June 1-5, 2026 in Atlanta, GA.

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

Adjournment

Mrs. Snyder moved, seconded by Mr. Yurichuck, that the meeting adjourn. By unanimous consent, the meeting adjourned at 6:45 PM.

Christina A. Graver

Joint Operating Committee Secretary