Carbon Career & Technical Institute

Joint Operating Committee Agenda

Regular Meeting
September 17, 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	☐	☐
Ms. Francine Kluck, Assistant Business Manager	☐	☐
Mr. Nate Rinda, Director of Technology	☐	☐
Mr. Ken Walters, Supervisor of Bldg. & Grounds	☐	☐
Adult Education Site Supervisor	☐	☐
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	☐	☐

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 September 17, 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 August 20, 2026 Regular Meeting. (Encl. 1)

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

VII. **Courtesy of the Floor to Visitors**

VIII. **Approval of Treasurer's Report (August 2026)**

A. MOTION by , SECONDED by to approve the Treasurer's Report for August 2026 showing a final balance of $4,456,632.79 in the General Fund, and $92,178.04 in the Student Activities Account. (End. 2)

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

X. **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
- Reminder: Update/status on the 2025-2026 financial results.
- Reminder: Update/forecast of the 2027-2028 CCTI Budget.

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

XI. **Items of Business**

Personnel

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

William Shirar – Teacher, Instructional Aide

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

B. MOTION by , SECONDED by to accept the resignation of Roxine Benckini Adult Education Site Supervisor effective August 31, 2026.

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

C. MOTION by , SECONDED by to appoint the following individuals as Extra Help Instructors/van drivers in conjunction with the after-school program at $30 per hour on an as needed/scheduled basis:

Stephen Anderson	Jose Jimenez	Joshua Reif
Riston Barr	Michele Klock	Hal C. Resh
Mark Barthel	Joseph Korba	Harold Resh
Scott Bartholomew	Skyler Kriss	Carly Rinda
Michael Baumgardt	Austin Lauchnor	Rhina Rivera
Christopher Bavlinka	Salvatore LoPresti	Angela Sablich
Heather Cassidy	Tammy Marshall	John Sabo

(cont.)

Grace Crouthamel	Donna McClain	Rebecca Schaeffer
Rainbeau Currier	Jacob McCloskey	Brandi Schmoyer
Robert Fehr	Brian McGinley	Richard Stettler
Michael Garrant	Avery Miller	Marisa Stoop
Jo Lynn Gazo	Stephen Nesler	Philip Strubinger
Larissa Genetti	Walter O'Donnell	Julian Valentini
Shivani Gupta	Jeremy Pease	Kevin Wagner
Michael Herishko	Justin Pshar	Michael Wildoner
Casey Hill	Ashleigh Rehrig	Jean John Wychulis
Diane Hyjurick		

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

D. MOTION by , SECONDED by to approve the following homebound instructors on an as needed basis, at the approved hourly rate:

Jo Lynn Gazo
Donna McClain
Jeremy Pease
Michael Wildoner

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

E. MOTION by , SECONDED by to approve intermittent Family Medical Leave time for employee #3224, effective August 5, 2026 through August 4, 2027.

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

F. MOTION by , SECONDED by to approve intermittent Family Medical Leave time for employee #3227, effective August 11, 2026 through August 10, 2027.

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

G. MOTION by , SECONDED by to appoint the following Adult Education Instructors at the below listed rate on an as needed basis through September 2027:

James Rex, Welding Instructor - $24/hour

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

Education

A. MOTION by , SECONDED by that nineteen (19) Graphic Design students attend a trip to Longwood Gardens October 1, 2026 in Kennett Square, PA at a cost of $1,300 for transportation. Mark Barthel, Graphic Design Instructor and JamiLynn Johannsen, Assistant to the Director of Technology/Student Support Services/Yearbook advisor will chaperone this event.

Note: Funds are available in the 2026-2027 General Fund.

ROLL CALL VOTE:

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

B. MOTION by , SECONDED by that six (6) Health Medical/HOSA students attend a trip to the HOSA Fall Leadership Conference October 13, 2026 at Millersville University, Millersville, PA. Donna McClain, Health Medical Instructor will chaperone this event.

ROLL CALL VOTE:

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

Budget & Finance

NONE

Building & Grounds

NONE

Administrative

A. MOTION by , SECONDED to approve the following school activity/fundraiser:

Designer Purse Bingo, March 12, 2027 in the CCTI Cafeteria

Note: Snow date March 19, 2027. Proceeds to benefit all participating CCTI CTSO's (Career & Technical Student Organizations).

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

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

#806 (OPERATIONS) – Child/Student Abuse	(Encl. 4)
#808 (OPERATIONS) – Food Services	(Encl. 5)

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

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

#249 (PUPILS) – Bullying/Cyberbullying	(Encl. 6)
#801 (OPERATIONS) – Public Records	(Encl. 7)

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

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

#828 (OPERATIONS) – Fraud	(Encl. 8)

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

XII. **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 - _____

XIII. **Old Business**

XIV. **New and Miscellaneous Business**

XV. **Next Regularly Scheduled Meeting:** **Thursday — October 15, 2026**

XVI. **Adjournment**