

CTC OF LACKAWANNA COUNTY JOINT OPERATING COMMITTEE BOARD
September 15, 2016

The September monthly meeting of the Career Technology Center of Lackawanna County Joint Operating Committee Board was held on September 15, 2016 at the Henry J. Dende Campus, 3201 Rockwell Avenue, Scranton, Pennsylvania.

The meeting was called to order by Joseph Mondak, President at 7:05pm.

The group joined in the Pledge of Allegiance.

Directors Present

Mr. Joseph Mondak, Valley View (President)
Mr. William Burke, North Pocono (Secretary)
Mr. Peter Kolcharno, Mid-Valley (Treasurer)
Mr. James Timlin, Scranton
Mr. Thomas Evans, Lakeland
Mr. John Jordan, Carbondale

Six (6) Board Members present, Two (2) Board Members absent

Directors Absent

Mrs. Linda Zefran, Forest City (Vice-President)
Mr. John Summa, Dunmore

Others Present: Mr. Bryan McGraw, Superintendent of Record, North Pocono, Dr. Thomas Baileys, Administrative Director, CTCLC, George Pelepk-Filak, Assistant Administrative Director, CTCLC, Mr. James McHale, Chief Financial Officer, CTCLC and Judith G. Price, Esq., Solicitor, CTCLC.

Visitors Present: Thomas Czachor, Computer Systems Technology Instructor, CTCLC

Motion by J. Mondak, seconded by W. Burke to Approve Agenda – September 15, 2016.
Voice Vote-All Board Members voted yes. Motion carried 6-0

Motion by J. Mondak, seconded by J. Jordan to Approve Minutes of Previous Meeting – August 25, 2016.
Voice Vote-All Board Members voted yes. Motion carried 6-0

Motion by J. Mondak, seconded by P. Kolcharno, to approve the Report of the Treasurer–Attachment #1 supplemental minute book.

ROLL CALL: Yes-Messrs. Jordan, Evans, Burke, Timlin, Kolcharno and Mondak.
Motion carried 6-0

Motion by J. Mondak, seconded by T. Evans, to Request Approval of Bills – September 2016–Attachment #2, supplemental minute book.

ROLL CALL: Yes-Messrs. Jordan, Evans, Burke, Timlin, Kolcharno and Mondak.
Motion carried 6-0

ANNOUNCEMENT OF EXECUTIVE SESSION: Executive Session for Negotiations, Personnel and Legal Issues
Thursday, September 15, 2016
6:00-7:00 pm
Henry J. Dende Campus, Scranton, Pennsylvania

COMMUNICATIONS – Administrative Director: None

COMMENTS BY VISITORS (Agenda Items Only): None

REPORT OF ADMINISTRATIVE DIRECTOR: Attachment #1 supplemental minute book

1. Enrollment is currently 416 PM and 249 AM for a total of 665.
2. The new school year had a great beginning for CTC and our students. Minor busing and cafeteria issues are working themselves out along with some minor scheduling issues. We have received phenomenal cooperation from the sending school districts.
3. Shauna Walsh, a senior Cosmetology student from West Scranton High School is our September Student of the Month. Shauna is being recognized for her drive and self-motivation. Her attendance is phenomenal and she is very dependable. In her spare time, Shauna enjoys writing stories. After graduation she would like to attend college and major in child psychology or elementary education. Ms. Walsh will receive a gift bag with a significant number of items thanks to hard work of Ms. Ikeler.
4. Quandel Construction, CTCLC Project Manager for the renovation, was on-site today completing punch list inspections. It is our goal to complete the few remaining punch list items and close out the renovation project by December 1, 2016.
5. The professional development committee met on September 7th and has re-aligned mentors and protégés for the beginning of the school year.
6. The Culinary classes held a first responder appreciation luncheon for the police and firefighters from the city of Scranton. Mayor Courtright also attended and was presented with the resolution thanking him and council members for investing in the reconstruction of our roads.
7. The first monthly Administrative Advisory (Superintendents) Council meeting was held on September 14th at the NEIU, immediately following the PAC meeting.

SUPERINTENDENT OF RECORD: Administrative Advisory (Superintendents) supported the Collective Bargaining Agreement Lackawanna County Area Vocational Technical Federation of Teachers

SOLICITOR: Attorney Judith Price express thanks to the negotiating teams.

OLD BUSINESS: None

ACTION ITEMS

Motion 15-A tabled by J. Mondak, seconded by W. Burke, the Video Production Treatment & Production Proposal. The fee for this service is \$12,000 – Attachment #3 supplemental minute book.

Voice Vote-All Board Members voted yes. Motion carried 6-0

Motion by W. Burke, seconded by P. Kolcharno, to review and comment on the attached CTCLC Practical Nursing Program Courtesy Scholarship for 30 days. It will be on the October 2016 board agenda for final adoption. – Attachment #4 supplemental minute book.

Voice Vote-All Board Members voted yes. Motion carried 6-0

Motion by J. Jordan, seconded by T. Evans, to review and comment on following new textbooks for the CTCLC Secondary Child Development & Graphic Communications Technology Programs. Textbooks will be available for a 30 day review and comments at CTCLC beginning September 16, 2016. Motion for final adoption will be on October 20, 2016 JOC Board meeting agenda.

The Developing Child-Student Edition ISBN: 9780078883606

Graphic Communications The Printed Image ISBN: 9781605250618

Voice Vote-All Board Members voted yes. Motion carried 6-0

Motion by J. Mondak, seconded by W. Burke, to approve the Memorandum of Understanding between the Career Technology Center of Lackawanna County and the Scranton Police Department Attachment #A-5 supplemental minute book.

Voice Vote-All Board Members voted yes. Motion carried 6-0

Motion by J. Mondak, seconded by W. Burke, to ratify the attached Collective Bargaining Agreement between the Career Technology Center of Lackawanna County and the Lackawanna County Area Vocational-Technical Federation of Teachers, Local 3876 AFT, AFT PA, AFL-CIO

ROLL CALL: Yes-Messrs. Jordan, Evans, Burke, Timlin, Kolcharno and Mondak.

Motion carried 6-0

PERSONNEL ITEMS

Motion by T. Evans, seconded by J. Jordan, to accept the retirement of Val Valenti, Carpentry Instructor effective August 30, 2016 and to post for said position.

Voice Vote-All Board Members voted yes. Motion carried 6-0

Motion by J. Jordan, seconded by W. Burke, to accept the retirement of Ann Burns, Secretary – Main Office effective October 21, 2016 and to post for said position.

Voice Vote-All Board Members voted yes. Motion carried 6-0

Motion by J. Mondak, seconded by J. Jordan, to approve the Administration's recommendation to appoint Thomas Czachor to the position of SkillsUSA Advisor. Compensation as per the Lackawanna County Area Vocational-Technical Federation of Teachers Collective Bargaining Agreement for the 2016-2017 school year.

ROLL CALL: Yes-Messrs. Jordan, Evans, Burke, Timlin, Kolcharno and Mondak.

Motion carried 6-0

Motion by W. Burke, seconded by J. Jordan, to approve the Administration's recommendation to appoint Ann Jordan to the position of NTHS Advisor. Compensation as per the Lackawanna County Area Vocational-Technical Federation of Teachers Collective Bargaining Agreement for the 2016-2017 school year.

ROLL CALL: Yes-Messrs. Jordan, Evans, Burke, Timlin, Kolcharno and Mondak.

Motion carried 6-0

Motion by T. Evans, seconded by W. Burke, to approve the Administration's recommendation to approve Samantha Domes as a Day-To-Day Instructional Substitute for All Vocational Areas for the 2016-2017 school year at the per diem rate of \$85.00. After completion of 30 days of employment per diem rate for instructional substitutes will increase to \$100 for the 2016-2017 school year.

Voice Vote-All Board Members voted yes. Motion carried 6-0

Motion by W. Burke, seconded by T. Evans, to approve the Administration's recommendation to appoint Michelle Ann Boyle to the position of Part Time Clinical PN Instructor pending receipt of current clearances, credentials and pre-employment drug screening; otherwise the appointment will be null and void. Salary based on a per diem rate from the Collective Bargaining Agreement Lackawanna County Area Vocational Technical Federation of Teachers.

Voice Vote-All Board Members voted yes. Motion carried 6-0

Motion by T. Evans, seconded by W. Burke, to approve the Administration's recommendation to appoint Jovan Mitchell, CTCLC Computer Systems Technology student to the CTCLC Cooperative Education Training Program to work with the CTCLC Technology Coordinator for the 2016-2017 school year at \$7.25/hr.

Voice Vote-All Board Members voted yes. Motion carried 6-0

Motion by J. Jordan, seconded by W. Burke, to approve the Administration's recommendation to appoint Ryan Doherty and Brian Campbell, CTCLC Service Occupations students to the CTCLC Cooperative Education Training Program to work with the CTCLC Maintenance Supervisor for the 2016-2017 school year at \$7.25/hr.
Voice Vote-All Board Members voted yes. Motion carried 6-0

Motion by J. Mondak, seconded by J. Jordan, to approve the Administration's recommendation to approve the Department of Education PA Emergency Permit Re-issuance for Malgorzata M. Tomsykoski as a Day-To-Day Instructional Substitute for All Vocational Areas for the 2016-2017 school year at the per diem rate of \$85.00. After completion of 30 days of employment per diem rate for instructional substitutes will increase to \$100 for the 2016-2017 school year.
Voice Vote-All Board Members voted yes. Motion carried 6-0

Motion by W. Burke, seconded by T. Evans, to approve the Administration's recommendation to approve the Department of Education PA Emergency Permit for Dominick Carachilo as a Day-To-Day Instructional Substitute for All Vocational Areas for the 2016-2017 school year pending receipt of current clearances and pre-employment drug screening; otherwise the appointment will be null and void. Salary based on the per diem rate of \$85.00. After completion of 30 days of employment per diem rate for instructional substitutes will increase to \$100 for the 2016-2017 school year.
Voice Vote-All Board Members voted yes. Motion carried 6-0

NEW BUSINESS: None

COMMENTS FROM VISITORS: None

PROGRAM PRESENTATION: Michelle Lipko, Mathematics Instructor, CTCLC – Mentor Program

Motion by W. Burke, seconded by J. Mondak to adjourn the regular meeting. Meeting adjourned at 07:35 pm.
Voice Vote-All Board Members voted yes. Motion carried 6-0

INFORMATION ITEMS:

Next Board Meeting Date and Time

Thursday, October 20, 2016

Executive Session 6:00 pm

Board Business Meeting 7:00 pm

Informational Session to follow

Student Events

Back to School Night – September 20, 2016

CTC of Lackawanna County Open House – November 11-2016

Practical Nursing Graduation – December 8, 2016

CTC of Lackawanna County Awards Night – May 25, 2017

Practical Nursing Graduation – June 7, 2017

Board Information

Respectfully submitted,

William Burke
Secretary
CTC of Lackawanna County JOC