

CTC OF LACKAWANNA COUNTY BOARD JOINT COMMITTEE

May 19, 2016

The May monthly meeting of the Career Technology Center of Lackawanna County Joint Operating Committee Board was held on May 19, 2016 at the Henry J. Dende Campus, 3201 Rockwell Avenue, Scranton, Pennsylvania.

The meeting was called to order by Joseph Mondak, President at 7:30pm.

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. John Summa, Dunmore
Mr. Thomas Evans, Lakeland
Mr. John Jordan, Carbondale

Seven (7) Board Members present, One (1) Board Members absent

Directors Absent

Mrs. Linda Zefran, Forest City (Vice-President)

Others Present: Mr. Richard McDonald, Superintendent of Record, Dunmore, Dr. Thomas Baileys, Administrative Director, CTCLC, Mr. James McHale, Chief Financial Officer, CTCLC and Judith G. Price, Esq., Solicitor, CTCLC.

Others Absent: George Pelepko-Filak, Assistant Administrative Director, CTCLC,

Visitors Present: Mr. Bryan McGraw, Superintendent, North Pocono School District

Motion by J. Mondak, seconded by W. Burke to Approve Agenda – May 19, 2016.

Voice Vote-All Board Members voted yes. Motion carried 7-0

Motion by J. Mondak, seconded by T. Evans to Approve Minutes of Previous Meeting – April 21, 2016.

Voice Vote-All Board Members voted yes. Motion carried 7-0

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

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

Motion carried 7-0

Motion by J. Mondak, seconded by W. Burke, to Request Approval of Bills – April, 2016–Attachment #2, supplemental minute book.

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

Motion carried 7-0

ANNOUNCEMENT OF EXECUTIVE SESSION: Executive Session for Personnel and Legal Issues

Thursday, May 19, 2016

6:30 pm- Henry J. Dende Campus, Scranton, Pennsylvania

COMMUNICATIONS – Administrative Director

- **SCHOOL NOTES** – Juniors Anne Azevedo of Dunmore SD and Iyanna Oliver of Carbondale SD and CTCLC Graphics Communications Technology Program will be competing in the graphic design category at the annual Pennsylvania High School Computer Fair at Dickinson College in May.
- **SCHOOL NOTES** – Serena Fuller, Junior from West Scranton High School and CTCLC Health Occupations Technology Program won a silver medal at the state level in medical terminology at the SkillsUSA competition. After graduation Serena plans to attend Marywood University to study nursing.
- **SCHOOL NOTES** – CTCLC ambassador and honor society students traveled to the Franklin Institute in Philadelphia to explore the science behind Pixar.
- **SCHOOL NOTES** – Jasper Lim, Senior from Dunmore SD and CTCLC Electrical Construction Technology placed first at the SkillsUSA state completion and will compete on the national level this summer. After graduation Jasper plans to study electrical engineering in college.
- Students at Holy Cross High School donated 355 pounds of pasta to CTCLC for the pasta dinner benefit for Matthew Toolan.
- The Valley Advantage - CTCLC student Erik Pritchuk, Sophomore from Lakeland SD and CTCLC Automotive Repair Technology Program recognized as CTCLC Student of the month

COMMENTS BY VISITORS (Agenda Items Only): None

REPORT OF ADMINISTRATIVE DIRECTOR: Attachment #1 supplemental minute book

1. CTC enrollment for 2015-2016 currently stands at 233 AM students and 341 PM students for a total of 574.
2. CTC Student of the Month for May is Miranda Garcia, a Sophomore at Scranton High School. Miranda has been recognized by her instructor, Mrs. Kristine Lenceski, in the Child Development program. Mrs. Lenceski states, "Miranda is a great and positive role model and has a bright future ahead. She is an inspiration to everyone she encounters." She is currently a member of the Scranton High School Spanish Club. Miranda would like to obtain her Bachelor's Degree in Elementary Education.
3. Carbondale Area School Board held their public meeting at CTC this month. Board members were provided with a dinner prepared by the Culinary Arts program and were provided with a tour of the facility. Representatives of Wallenpaupack ASD, Western Wayne ASD, Wayne Highlands SD and the Wayne Pike Workforce Alliance also toured the CTC. Mr. Robert McTiernan, the executive director of the NEIU also toured CTC.
4. A benefit pasta dinner for the Toolan family was held on May 18, 2016. The CTC Family came together and raised in excess of \$9,000, demonstrating once again our CTC PRIDE!
5. The Sound System in the cafetorium has been completed to the extent that it can be used for graduation. We are still working on a replacement for the stage.
6. On May 13, Five CTC Student Council representatives accompanied by Ms. Ikeler attended the District IX Student Council Conference at NP High School. The students are: Kenny Cotton, CA; Ethan Byron, MVSD, Saleem Pearson, SHS; Darin Ingram, FCRSD, and Billy Fox, WSHS. A letter from the students is included in the Board Members packets.
7. CTC Student Council conducted their annual Clean and Green day today. Representatives planted flowers, collected trash between CTC and Commerce Boulevard and beautified the courtyard for graduation photos.
8. Many Automotive Technology students have achieved certifications recently. 31 students were certified in Refrigerant Recycling and Recovery (ASE) and 3 received Emission Inspectors certification (PennDOT).
9. CTC has been awarded a Supplemental Equipment grant in the amount of \$26,301. We will be using that funding to support the development of the diesel repair curriculum in the Automotive Repair Program. We will be purchasing a diesel engine (Duramax) trainer.

10. Mr. DeNaples has agreed to donate a used diesel engine pickup truck (Duramax) to CTC for use in the Automotive Repair Program.
11. Ford Motor Company has offered us two seats for Duramax diesel engine training at their Exton training facility.
12. The NPSD has donated 2 used pickup trucks to CTC for use in the Automotive Repair and Collision Repair programs.
13. The Cosmetology TOTAL LOOK competition is being held tonight at CTC. This major fundraiser helps support cosmetology trips to the NY Hair Show each year.
14. The City of Scranton will be milling and paving major portions of Greenbush, Reese and Rockwell beginning next week, May 25th.
15. HOT students conducted their second blood drive in collaboration with Geisinger Blood Center. 41 Units were collected. Through this effort the students has raised \$2500 which will be used to assist these and future HOT students with certification and licensing exam fees.

SUPERINTENDENT OF RECORD: No Report

SOLICITOR: No Report

OLD BUSINESS: None

ACTION ITEMS

Motion by J. Summa, seconded by P. Kolcharno, to authorize the CFO to enter into a renewal contract with Johnson Controls for maintenance on the chiller unit and controls from July 1, 2016 thru June 30, 2017. Cost for services is \$7465.00.

ROLL CALL: Yes-Messrs. Jordan, Evans, Burke, Timlin, Summa, Kolcharno and Mondak.
Motion carried 7-0

Motion by J. Jordan, seconded by W. Burke, to approve and purchase a new textbook for the following CTCLC programs for the 2016-2017 school year: Masonry and Plumbing and Heating Technology

ROLL CALL: Yes-Messrs. Jordan, Evans, Burke, Timlin, Summa, Kolcharno and Mondak.
Motion carried 7-0

Motion by P. Kolcharno, seconded by T. Evans, to authorize the Administrative Director to accept the lowest responsible bid offer for the Duramax Diesel Engine Bench and award the bid.

ROLL CALL: Yes-Messrs. Jordan, Evans, Burke, Timlin, Summa, Kolcharno and Mondak.
Motion carried 7-0

Motion by T. Evans, seconded by J. Summa, to approve a request from Robert Hassaj, Electrical Construction Technology Instructor to accompany Jasper Lim, CTCLC Electrical Construction Technology student at the SkillsUSA 2016 National Leadership & Skills Conference in Louisville, Kentucky from June 20 thru 25, 2016. Cost for registration lodging, subsistence & travel is approximately \$.4000.00.

ROLL CALL: Yes-Messrs. Jordan, Evans, Burke, Timlin, Summa, Kolcharno and Mondak.
Motion carried 7-0

Motion by W. Burke, seconded by P. Kolcharno to approve the Service Contract with the Northeastern Educational Intermediate Unit 19 for Curriculum Implementation services for 2016-2017 school year as recommended by the Administrative Director. Attachment #3 supplemental minute book.

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

Motion carried 7-0

PERSONNEL ITEMS

Motion by J. Jordan, seconded by W. Burke, to approve the Administration's recommendation to appoint Charles Fargo to the position of Maintenance Mechanic effective immediately at the rate of \$14.00 per hour as per the MOU for Maintenance Mechanic. This position is 12 months and also contingent upon having on file current clearances; otherwise the appointment will be null and void. This position is under the Collective Bargaining Agreement of Pennsylvania Social Services Union Local 668 Nonprofessional Maintenance.

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

Motion carried 7-0

Motion P. Kolcharno, seconded by J. Jordan, to approve the Administration's recommendation to appoint Richard Harvey to the position of Maintenance Mechanic effective immediately at the rate of \$14.00 per hour as per the MOU for Maintenance Mechanic. This position is 12 months and also contingent upon having on file current clearances; otherwise the appointment will be null and void. This position is under the Collective Bargaining Agreement of Pennsylvania Social Services Union Local 668 Nonprofessional Maintenance.

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

Motion carried 7-0

Motion by W. Burke, seconded by J. Summa, to approve the Administration's recommendation to appoint Tiffany Dickson to the CTCLC instructional substitute list for the 2015-2016 school year at the prevailing per diem rate of \$85. This position is contingent upon pre-employment drug screening and also having on file current clearances; otherwise the appointment will be null and void.

Voice Vote-All Board Members voted yes. Motion carried 7-0

Motion by T. Evans, seconded by J. Jordan, to approve the appointment of Mr. Bryan McGraw, North Pocono School District to the position of Superintendent of Record for the Career Technology Center of Lackawanna County for a two (2) year term (2016-2017 & 2017-2018). The stipend for each fiscal year is \$3600.

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

Motion carried 7-0

Motion W. Burke, seconded by J. Jordan, motion to accept a separation agreement with employee #8134 effective at the end of the 2015-2016 school year and to post for said position. This acceptance is contingent upon the Solicitor drafting a separation agreement for subsequent board review and approval.

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

Motion carried 7-0

NEW BUSINESS: None

COMMENTS FROM VISITORS: None

PROGRAM PRESENTATION: Lisa Bieri, Pupil Services Coordinator

Motion by J. Timlin, seconded by J. Jordan, to adjourn the regular meeting. Meeting adjourned.
Voice Vote-All Board Members voted yes. Motion carried 7-0

INFORMATION ITEMS:

Next Board Meeting Date and Time

Thursday, June 23, 2016

Executive Session 6:00 pm

Board Business Meeting 7:00 pm

Informational Session to follow

Student Events

Benefit Pasta Dinner for Matthew Toolan, Wednesday, May 18, 2016 5:30 to 7:30 pm.

Cosmetology Total Look Competition – May 19, 2016 – 7:00 pm

CTC of Lackawanna County Senior Awards Night – May 26, 2016 – 7:00 pm

Board Information

CTCLC has entered into an agreement with UGI, Inc. to provide natural gas for the period of January 2017 through October 2019 at a cost of \$2.781 per MMBTU.

CTC of Lackawanna County Safety Meeting Minutes of April 27, 2016.

Respectfully submitted,

William Burke

Secretary

CTC of Lackawanna County JOC