

CTC OF LACKAWANNA COUNTY JOINT OPERATING COMMITTEE BOARD
December 5, 2017

The December monthly meeting of the Career Technology Center of Lackawanna County Joint Operating Committee Board was held on December 5, 2017 at the Henry J. Dende Campus, 3201 Rockwell Avenue, Scranton, Pennsylvania.

Meeting was called order by Joseph Mondak, President at 7:08 pm.

The group joined in the Pledge of Allegiance.

Directors Present

Mr. Joseph Mondak (President)
Mr. William Burke, North Pocono (Secretary)
Mr. Peter Kolcharno, Mid-Valley (Treasurer)
Mr. John Summa, Dunmore
Mr. Hank Stachura, Lakeland
Five (5) Board Members present, Three (3) Board Member absent

Directors Absent

Forest City
Scranton
Mr. John Jordan, Carbondale

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

Visitors Present: None

Motion by W. Burke, seconded by P. Kolcharno to Approve Agenda – December 5, 2017.
Voice Vote-All Board Members voted yes. Motion carried 5-0

Motion by P. Kolcharno, seconded by H. Stachura to Approve Minutes of previous monthly Meeting- November 16, 2017.
Voice Vote-All Board Members voted yes. Motion carried 5-0

Motion by W. Burke seconded by J. Summa to approve the Report of the Treasurer–Attachment #1 supplemental minute book.

ROLL CALL: Yes - Messrs. Stachura, Burke, Summa, Kolcharno and Mondak.
Motion carried 5-0

Motion by P. Kolcharno, seconded by W. Burke, to Request Approval of Bills – December 2017–Attachment #2, supplemental minute book.

Roll Call: Yes - Messrs. Stachura, Burke, Summa, Kolcharno and Mondak.
Motion carried 5-0

ANNOUNCEMENT OF EXECUTIVE SESSION: Executive Session for Personnel and Contractual Issues
Tuesday, December 5, 2017
6:30-7:00 pm
Henry J. Dende Campus, Scranton, Pennsylvania

COMMUNICATIONS – Administrative Director:

- **SCHOOL NOTES:** Shelbe Scarborough, Senior, North Pocono and CTCLC Cosmetology Program.
- **SCHOOL NOTES:** Esmerelda Ayala, Daisy Dominguez, Vanessa Polkowski, Kayla Reed, & Alexandra Ruiz, Scranton High School; Devin Kopa, North Pocono; and Estelle Fuller & Fatimah Mann, Carbondale Area and CTCLC Health Occupations Technology Program.
- Culinary Instructor Mark McAndrew along with students Dente Vives, West Scranton High School and Braneitha English, Scranton High School and CTCLC Culinary Program volunteered to host the Thanksgiving Dinner held for Veterans.

COMMENTS BY VISITORS (Agenda Items Only): None

REPORT OF ADMINISTRATIVE DIRECTOR: Attachment #1 supplemental minute book

1. CTC enrollment currently stands at 255 AM students and 392 returning PM students for a total of 647.
2. Dan Congdon, a Junior from Forest City Regional, is November Student of the Month. Dan and his parents are here with us tonight. Our December Student of the Month will be recognized at the January Board meeting.
3. Chef Mark McAndrew and two of his Scranton SD students prepared and served Thanksgiving meals to homeless veterans at the St. Francis Commons on Saturday, Nov. 18.
4. CTC has been awarded \$11,132 as a result of a Safe Schools Initiative grant that Mr. Filak applied for. The funds will be used to purchase a driver's license security check system for the main office as well as security cameras for the front and rear parking lots and cameras for the detention rooms in the main office areas.
5. CTC has applied for the PDE Supplemental Equipment Grants. Dr. Carlucci completed the application and is responsible for this program. \$15,949 was deposited electronically in CTC's account on November 30, 2017 from the Supplemental Equipment Grants 2017-2018 fund. We understand that this represents approximately 75% of our total award.
6. Ms. Ikeler and the student ambassadors continue to provide school tours to interested freshmen from our sending districts.
7. Mr. Moran, CST Instructor, and I attended the Mid Valley School District Career Fair on Tuesday, November 21 to recruit students for CTC.
8. The Culinary Students prepared cakes for desert for the Friends of the Poor annual Christmas dinner and helped to cut and serve along with several staff members from CTC on Monday, December 4, 2017.
9. Chef Mark McAndrew will be conducting his annual Cookies for Kids Cancer fundraiser at CTC on Sunday, December 10, 2017 from 1:00 – 3:00PM. Please come out and buy some delicious homemade holiday cookies and support this worthy charity.

SUPERINTENDENT OF RECORD: No Report.

SOLICITOR: No Report

OLD BUSINESS: None

ACTION

Motion by W. Burke, seconded by P. Kolcharno, to approve the revised Articulation Agreement between Johnson College and Career Technology Center of Lackawanna County replacing ECM 123 with ECM 124-Advanced Residential Circuit Installation/Lab - Attachment #3 supplemental minute book
Voice Vote-All Board Members voted yes. Motion carried 5-0

Motion by P. Kolcharno, seconded by H. Stachura, to authorize the CFO to enter into an annual agreement with County Waste of Pennsylvania, LLC for waste disposal and recycling collection for CTC of Lackawanna County commencing December 1, 2017. Monthly cost for this service without roll-off is \$775 - Attachment #4 supplemental minute book.

ROLL CALL: Yes - Messrs. Stachura, Burke, Summa, Kolcharno and Mondak.
Motion carried 5-0

Motion to replace Motion 16A with Motion 16A-B to approve the medical leave of absence for Cynthia Straub, CTCLC PN Faculty commencing December 4, 2017 and continuing until the end of the 2017-2018 school year. Retirement at the end of the 2017-2018 school year and to post for said position

PERSONNEL ITEMS

Motion by H. Stachura, seconded by W. Burke, to ratify the tentative agreement with the Lackawanna County Area Vocational-Technical Federation of Secretaries and Support Staff, Local #4889 with final contract language to be resolved between the chief negotiators and final contract to be presented for board approval at the January, 2018 regular meeting.

ROLL CALL: Yes - Messrs. Stachura, Burke, Summa, Kolcharno and Mondak.
Motion carried 5-0

Motion by J. Summa, seconded by P. Kolcharno to approve the retirement at the end of the 2017-2018 school year for Cynthia Straub, CTCLC, PN Faculty

NEW BUSINESS: None

COMMENTS FROM VISITORS: None

PROGRAM PRESENTATION: None

Motion by H. Stachura, seconded by P. Kolcharno, to adjourn the regular meeting. Meeting adjourned at 07:20 pm.

Voice Vote-All Board Members voted yes. Motion carried 5-0

INFORMATION ITEMS:

Next Board Meeting Date and Time

Thursday, January 18, 2018

Executive Session

Board Business Meeting

Informational Session to follow

Student Events

SkillsUSA District 1 Competitions LCCC - December 15, 2017

SkillsUSA District 1 Competitions Toyota - December 19, 2017

SkillsUSA District 1 Competitions LCCC - January 4, 2018

Career & Tech Education Week - February 2018

Community Awards Breakfast (SkillsUSA) - February 2018

National Vocational Technical Honor Society Induction TBA

Practical Nursing Graduation - March 15, 2018 - 6:30 pm

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SkillsUSA Pennsylvania Leadership & Skills Conference - Hershey - April 18-19-20, 2018

CTCLC Cooperative Education - School to Work Awards Banquet - April 26, 2018 - 6:00 pm

CTCLC Awards Night - May 24, 2018.

Respectfully submitted,

William Burke

Secretary

CTC of Lackawanna County JOC