

CTC OF LACKAWANNA COUNTY JOINT OPERATING COMMITTEE BOARD
October 19, 2017

The October monthly meeting of the Career Technology Center of Lackawanna County Joint Operating Committee Board was held on October 19, 2017 at the Henry J. Dende Campus, 3201 Rockwell Avenue, Scranton, Pennsylvania.

Meeting was called order by Joseph Mondak, President at 7:10 pm.

The group joined in the Pledge of Allegiance.

Directors Present

Mr. Joseph Mondak (President)
Mrs. Linda Zefran, Forest City (Vice-President)
Mr. William Burke, North Pocono (Secretary)
Mr. Peter Kolcharno, Mid-Valley (Treasurer)
Mr. John Summa, Dunmore
Mr. Hank Stachura, Lakeland
Mr. John Jordan, Carbondale
Seven (7) Board Members present, One (1) Board Member absent

Directors Absent

Mr. James Timlin, Scranton

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: Karla Carlucci, Supervisor of CTE, CTCLC

Motion by J. Mondak, seconded by W. Burke to Approve Agenda – October 19, 2017.

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

Motion by J. Mondak, seconded by P. Kolcharno to Approve Minutes of previous monthly Meeting- September 21, 2017.

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

Motion by J. Mondak seconded by H. Stachura to approve the Report of the Treasurer-Attachment #1 supplemental minute book.

ROLL CALL: Yes - Mme. Zefran. Messrs. Jordan, Stachura, Burke, Summa, Kolcharno and Mondak.

Motion carried 7-0

Motion by J. Mondak, seconded by J. Summa, to Request Approval of Bills – October 2017-Attachment #2, supplemental minute book.

Roll Call: Yes - Mme. Zefran. Messrs. Jordan, Stachura, Burke, Summa, Kolcharno and Mondak.

Motion carried 7-0

ANNOUNCEMENT OF EXECUTIVE SESSION: Executive Session for Personnel

Thursday, October 19, 2017

6:45-7:08 pm

Henry J. Dende Campus, Scranton, Pennsylvania

COMMUNICATIONS – Administrative Director:

- **SCHOOL NOTES** Jasmine Gomez, Senior, Forest City Regional and CTCLC Health Occupations Technology Program
- **SCHOOL NOTES** Matthew Matassa, Senior, Mid Valley SD and CTCLC Service Occupations Program.
- Readers Choice 2017 - Times-Tribune -Career Technology Center of Lackawanna County- Best Vocational-Technical High School and Career Training Center.

COMMENTS BY VISITORS (Agenda Items Only): None

REPORT OF ADMINISTRATIVE DIRECTOR: Attachment #1 supplemental minute book

1. CTC enrollment currently stands at 263 AM students and 393 returning PM students for a total of 656.
2. Mariah Winburn, a senior Culinary Arts student from Scranton High School, is October Student of the Month. Chef Steve Anania states, "Mariah is a team player. She is eager to help both fellow students and instructors by volunteering her time with CTC events. She will go far because she has a great attitude and is a hard worker." She is currently a Culinary Arts class officer and SkillsUSA silver medalist winner. In her spare time, Mariah enjoys reading, drawing, and spending time with family and friends. After graduation, she would like to attend culinary school. Congratulations, Mariah!
3. Mr. Sheridan, Mr. Mowry and their students poured 50+ yards of concrete today preparing the footer for the CTC feature wall in the front of our building.
4. The Fall Occupational Advisory Committee dinner meeting has been scheduled for Thursday, November 2. Meeting slots are available from 4-6PM and from 7-9PM. A dinner will be served from 6:00-7:00PM. All JOC board members are invited to attend and are encouraged to participate in the committee meetings.
5. Pre-NOCTI testing is scheduled throughout the month of October for seniors.
6. CTC currently has 12 students participating in Cooperative Education with 10 different employers. Nine additional students are preparing to interview for six cooperative education positions with PA Ambulance where they will be training for their EMT Certifications.
7. Five student ambassadors and Ms. Ikeler will be attending the Mayor's Prayer Breakfast on 10/26 at the Radisson.
8. Five JOC member high schools have scheduled interested 9th grader tours of CTC so far.
9. Mr. McLane and Mr. Georgetti will be featuring their students' work at Northern Lights Espresso Bar as a Scranton First Friday event on Friday, Nov. 3 from 5:00 – 9:00PM.
10. Mr. Linko and Mrs. Martinelli will be teaming up for a "get pinked" event at CTC on Saturday, October 21 from 8:30-3:00. There is a flyer in your packet.
11. Mr. Czachor will be leading a fund drive for SkillsUSA; short stacks for a tall cause flapjack breakfast at Applebee's at the Viewmont Mall on Saturday, October 28 from 8:00-10:00AM. Tickets are \$7.00 for adults.

SUPERINTENDENT OF RECORD: Mr. Bryan McGraw stated that the Student Performance Profile Scores (SPPS) were sent out Wednesday, October 18, 2017. North Pocono SD received bonus points for students achieving advanced and proficient scores on NOCTI at CTCLC. This help raise their SPPS by 15%.

SOLICITOR: No Report

OLD BUSINESS: None

ACTION ITEMS

Motion by J. Mondak, seconded by W. Burke authorizing the Administration to approve the following student field trip: Pennsylvania College of Technology - October 12, 2017

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

Motion by J. Mondak, seconded by L. Zefran, to review and comment on the following new textbooks for the CTCLC Health Occupations Technology Program. Textbook will be available for a 30 day review and comments at CTCLC beginning October 20, 2017. Motion for final adoption will be on the November 16, 2017 JOC Board Meeting Agenda.

Textbook: Career Development for Health Professions Success in School and on the Job 4th Ed (2 credit)

Author: Lee Haroun - Publisher: Elsevier - Copyright: 2016 - ISBN # 978-0-323-31126-7

Textbook: Illustrated Guide to Medical Terminology, 2nd Ed.

Author: Juanita J. Davies - Publisher: Cengage Learning - Copyright: 2016 - ISBN # 9781305791206

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

PERSONNEL ITEMS

Motion by W. Burke, seconded by J. Jordan to accept the resignation of Robert Rowinski, Mathematics Instructor (.4) effective October 3, 2017.

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

Motion by W. Burke, seconded by J. Jordan to accept the resignation of Michelle Lipko, Mathematics Instructor and Lead Teacher and to post for said positions.

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

Motion by W. Burke, seconded by L. Zefran, to approve the Administration's recommendation to approve Gina Troianiello's PA Department of Education Emergency Permit Re-issuance for Day-To-Day Instructional Substitute for All Vocational Areas for the 2017-2018 school year at the per diem rate of \$85. After completion of 30 days of employment per diem rate for instructional substitutes will increase to \$100 for the 2017-2018 school year.

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

Motion by W. Burke, seconded by L. Zefran, to approve the Administration recommendation to approve Kaylyn Wiestling's PA Department of Education Emergency Permit for Day-To-Day School Nurse and Instructional Substitute for All Vocational Areas for the 2017-2018 school year.

ROLL CALL: Yes - Mme. Zefran. Messrs. Jordan, Stachura, Burke, Summa, Kolcharno and Mondak.

Motion carried 7-0

Motion by J. Mondak, seconded by P. Kolcharno, to approve the Administration recommendation to appoint Wendy McCabe to the position of part time cafeteria worker at an hourly rate of \$8.25. This position is contingent upon receipt of current clearances and pre-employment drug screening; otherwise the appointment will be null and void.

ROLL CALL: Yes - Mme. Zefran. Messrs. Jordan, Stachura, Burke, Summa, Kolcharno and Mondak.

Motion carried 7-0

Motion by J. Mondak, seconded by H. Stachura, to approve the Administration recommendation to appoint Christine Menichini to the position of Lead Teacher at the rate of \$900 per year as per the Lackawanna County Area Vocational-Technical Federation of Teachers Collective Bargaining Agreement for a three (3) year term 2017-2018, 2018-2019 and 2019-2020.

ROLL CALL: Yes - Mme. Zefran. Messrs. Jordan, Stachura, Burke, Summa, Kolcharno and Mondak.

Motion carried 7-0

Motion by J. Mondak, seconded by W. Burke, to accept the retirement of Joseph Vnuk, Building Maintenance Technology Instructor effective at the end of the 2017-2018 school year and to post for said position.

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

NEW BUSINESS: None

COMMENTS FROM VISITORS: None

PROGRAM PRESENTATION: Creative Communications

Motion by W. Burke, seconded by J. Summa, to adjourn the regular meeting. Meeting adjourned at 08:10 pm.
Voice Vote-All Board Members voted yes. Motion carried 7-0

INFORMATION ITEMS

Next Board Meeting Date and Time

Thursday, November 16, 2017

Executive Session 6:00 pm

Board Business Meeting 7:00 pm

Informational Session to follow

Student Events

CTCLC Open House "Get Pinked" Kyle Linko, Welding Instructor & Yolanda Martinelli, Cosmetology Instructor

October 19, 2017 - 9:00 am to 3:00 pm

CTCLC Applebee's Flapjack Fundraiser for SkillsUSA - October 28, 2017 - 08:00 - 10:00 am

SkillsUSA District 1 Competitions - December 2017

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

SkillsUSA Pennsylvania Leadership & Skills Conference - April 2018

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

CTCLC Awards Night - May 24, 2018

Board Information

Respectfully submitted,

William Burke
Secretary
CTC of Lackawanna County JOC