

**CTC OF LACKAWANNA COUNTY JOINT OPERATING COMMITTEE BOARD**

**February 16, 2017**

The February monthly meeting of the Career Technology Center of Lackawanna County Joint Operating Committee Board was held on February 16, 2017 at the Henry J. Dende Campus, 3201 Rockwell Avenue, Scranton, Pennsylvania.

The meeting was called to order by Joseph Mondak, President at 7:09 pm.

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. Hank Stachura, 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 Pelepko-Filak, Assistant Administrative Director, CTCLC, and Mr. James McHale, Chief Financial Officer, CTCLC.

**Absent:** Judith G. Price, Esq., Solicitor, CTCLC.

**Visitors Present:** None

Motion by J. Mondak, seconded by W. Burke to Approve Agenda – February 16, 2017.  
Voice Vote-All Board Members voted yes. Motion carried 6-0

Motion by J. Mondak, seconded by P. Kolcharno to Approve Minutes of Previous Meeting January 19, 2017.  
Voice Vote-All Board Members voted yes. Motion carried 6-0

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

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

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

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

**ANNOUNCEMENT OF EXECUTIVE SESSION:** Executive Session for Negotiations, Personnel and Legal Issues  
Thursday, January 19, 2017  
6:00-6:45 pm  
Henry J. Dende Campus, Scranton, Pennsylvania

**COMMUNICATIONS** – Administrative Director:

- **SCHOOL NOTES** – Zoe Castillo, Sophomore, Scranton High School & CTCLC Health Occupations Technology Program.

- **SCHOOL NOTES** – Emily Nicholas, “Senior, Forest City Regional & CTCLC Protective Services Program.
- **SCHOOL NOTES** – Jovan Mitchell, Senior & Joey Harrington, Junior, both of Abington Heights & CTCLC Computer Systems Technology Program.
- **CTCLC Student of the Month for January** – Mollie Washick, Senior, North Pocono School District & CTCLC Commercial Advertising & Design Program.
- **Potential Agriculture Program Eyed for CTCLC**
- **CTCLC Student of the Month for December** – Samantha Searless, Junior, Lakeland School District & CTCLC Secondary Child & Development Program.

**COMMENTS BY VISITORS** (Agenda Items Only): None

**REPORT OF ADMINISTRATIVE DIRECTOR:** Attachment #1 supplemental minute book

1. CTC enrollment for 2016-2017 currently stands at 231 AM students and 382 PM students for a total of 613.
2. CTC Student of the Month for February is Culinary Arts senior, Zack Waltos, West Scranton High School. He is an active volunteer for after school activity or civic projects. In his spare time Zack likes to volunteer, read, and play card games. After graduation he plans on attending Lackawanna College for Culinary Arts.
3. This week is CTE week. CTC celebrated with activities and/or speakers and assemblies each day this week, including Joe Kane (Clearbrook), Heroin Hits Home Presentation.
4. West Scranton interested 9<sup>th</sup> grade students will be touring CTC on February 24<sup>th</sup> in the afternoon. Many students are shadowing our programs; almost every morning.
5. The PA Dept. of Education ESSA public education tour event at CTC is scheduled for April 4, 2017 at 4:00 PM. All board members are encouraged to attend.
6. Mr. Russell Redding, PA Secretary of Agriculture visited CTC on January 27 to continue the discussion on the opportunities for the development of a Sustainable/Urban Agriculture program at CTC.
7. The annual Community Awards Breakfast, hosted by Mr. Czachor, SkillsUSA Advisor, will be held at CTC on February 22, 2017 beginning at 9:00 AM to honor the CTC medal winners. All board members are invited and encouraged to attend.
8. Alicia Knoch, West Scranton passed the state cosmetology licensing exam and is completing her hours. Kaitlyn Shaffer, NP, Brooke Cherney, DN and Makayla Emerson, NP have completed their hours and will be taking the cosmetology licensing exam in April.

**SUPERINTENDENT OF RECORD:** Mr. Brian McGraw, North Pocono SD expressed his thanks to CTCLC JOC, Chefs and Mrs. Martinelli, Cosmetology Instructor for their services and hosting the North Pocono Board Meeting. at CTCLC. Proud to be part of the CTC family.

**SOLICITOR:** None

**OLD BUSINESS:** None

#### **ACTION ITEMS**

Motion by J. Mondak, seconded by H. Stachura, to recommend the 2017-2018 CTCLC budget and authorize the Chief Financial Officer to distribute the 2017-2018 budget to the participating districts for approval – Attachment #3 supplemental minute book.

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

Motion by W. Burke, seconded by P. Kolcharno, to approve a change to the 2016-2017 School Calendar to include Friday, February 17, 2017 as a regular school day for CTCLC (snow make-up day).

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

Motion by J. Mondak, seconded by J. Jordan, to approve the attached Roto-Rooter Plumbing & Drain Service Proposal – Attachment #4 supplemental minute book.

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

Motion carried 6-0

Motion by P. Kolcharno, seconded by W. Burke, to ratify the tentative agreement with the Pennsylvania Social Services Union Local 668 SEIU, AFL-CIO-CLC Nonprofessional Maintenance Union – Attachment #5 supplemental minute book.

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

Motion carried 6-0

Motion by H. Stachura, seconded by W. Burke, to approve the proposal from Main Technologies for the sale of excess machine shop equipment. – Attachment #6 supplemental minute book

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

Motion carried 6-0

#### **PERSONNEL ITEMS**

Motion J. Timlin, seconded by P. Kolcharno, to appoint Judith Price, Esq. as council for the CTC of Lackawanna County for general legal purposes for the period of one (1) year with a retainer of \$1500 monthly effective February 2017.

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

Motion carried 6-0

Motion by J. Jordan, seconded by W. Burke, to accept the resignation of maintenance employee, Fred Brunori, effective February 24, 2017 and approval to post for said position.

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

Motion carried 6-0

**NEW BUSINESS:** None

**COMMENTS FROM VISITORS:** None

**PROGRAM PRESENTATION:** Ren Petrauskas, Operations Coordinator

Motion by J. Mondak, seconded by P. Kolcharno, to adjourn the regular meeting. Meeting adjourned at 07:52 pm.

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

**INFORMATION ITEMS:**

**Next Board Meeting Date and Time**

Thursday, March 16, 2017  
Executive Session 6:00 pm  
Board Business Meeting 7:00 pm  
Informational Session to follow

**Student Events**

Career & Tech Education Week – February 2017  
Community Awards Breakfast (SkillsUSA) – February 13 thru 17, 2017  
National Vocational Technical Honor Society Induction – April 5, 2017  
SkillsUSA Pennsylvania Leadership & Skills Conference – April 19-20-21, 2017  
Cooperative Employer Appreciation Dinner – April 27, 2017  
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