

CTC OF LACKAWANNA COUNTY JOINT OPERATING COMMITTEE BOARD

January 19, 2017

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

The meeting was called to order by Joseph Mondak, President at 7:08 pm.

The group joined in the Pledge of Allegiance.

Directors Present

Mr. Joseph Mondak, Valley View (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: Dr. Thomas Baileys, Administrative Director, CTCLC, George Pelepko-Filak, Assistant Administrative Director, CTCLC, Mr. James McHale, Chief Financial Officer, CTCLC and Judith G. Price, Esq., Solicitor, CTCLC.

Absent: Mr. Bryan McGraw, Superintendent of Record, North Pocono

Visitors Present: Thomas Czachor, SkillsUSA Advisor

Motion by J. Mondak, seconded by W. Burke to Approve Agenda – January 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 Reorganization Meeting-Dec, 2016.
Voice Vote-All Board Members voted yes. Motion carried 7-0

Motion by J. Mondak, seconded by J. Summa to Approve Minutes of Previous Meeting December 15, 2016.
Voice Vote-All Board Members voted yes. Motion carried 7-0

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

ROLL CALL: Yes-Mrs. Zefran. Messrs. Jordan, Stachura, Burke, Summa, Kolcharno and Mondak.
Motion carried 7-0

Motion by J. Mondak, seconded by L. Zefran, to Request Approval of Bills – January 2016–Attachment #2, supplemental minute book.

ROLL CALL: Yes-Mrs. Zefran. Messrs. Jordan, Stachura, Burke, Summa, Kolcharno and Mondak.
Motion carried 7-0

ANNOUNCEMENT OF EXECUTIVE SESSION: Executive Session for Negotiations, Personnel and Legal Issues
Thursday, January 19, 2017
6:30-7:05 pm
Henry J. Dende Campus, Scranton, Pennsylvania

COMMUNICATIONS – Administrative Director:

- **SCHOOL NOTES** – Nikole Hallock, Senior Abington Heights SD & CTCLC Cosmetology Program, Miranda Rossetti, Senior Carbondale Area & Ethan Byron, Senior Mid Valley SD and CTCLC Culinary Program.
- **SCHOOL NOTES** – Nine students qualified for the SkillsUSA State Competition in Hershey in April
- **CTCLC Student of the Month** – Ryan Cullen, Junior West Scranton High School & CTCLC Computer Systems Program.

COMMENTS BY VISITORS (Agenda Items Only): None

REPORT OF ADMINISTRATIVE DIRECTOR: Attachment #1 supplemental minute book

1. January is National School Board recognition month. I would like to thank our JOC board members who serve on two boards and essentially dedicate twice as much time to school board activities. I am especially indebted to this board for their passion and commitment to CTC and our students
2. CTC enrollment for 2016-217 currently stands at 235 AM students and 389 PM students for a total of 624,
3. CTC Student of the Month for January is Mollie Washick, Commercial Art and Design Senior from North Pocono High School. Mollie is an excellent student and extremely talented artist. She is always pleasant and cooperative in class and continually challenges herself and pushes the boundaries of creativity in her assignments. After graduation Mollie plans on attending the School of Visual Arts (SVA) in New York City to major in graphic design and illustration. This summer Miss Washick studied at SVA and worked on projects with high school students from across the county. The foundation she received at CTC made it possible for her to compete in this very prestigious program.
4. A very interesting and effective in-service was held on January 16, 2017. In addition, the Administrative team held a very productive Strategic Thinking Retreat on that day at the Chamber of Commerce facility in Scranton.
5. Interested 9th grade students from SHS (~75) toured CTC today. This is a significant reduction from last year when more than 125 toured. Interested 9th grade students from WSHS have yet to tour or schedule a tour.
6. CTC was awarded a Competitive Equipment Grant from the PA Dept. of Education in the amount of \$50,000. This is a matching grant that will fund the purchase of equipment for the Creative Communications Cluster of programs, Health Occupations Technology Program, Information Systems Programs, Building Construction Programs and the Welding Program. This is in addition to the \$27,238 Supplemental Equipment Grant that was awarded to CTC in December. Mrs. Stepanovich completed the grant applications and submittals for both of these grants.
7. The PA Dept. of Education ESSA public education tour event at CTC scheduled for January 10 had to be postponed due to inclement weather. We are awaiting a makeup date from PDE.
8. Mr. Scott Sheely from the PA Dept. of Agriculture visited CTC on December 20 to present to Superintendents and guests regarding the opportunities for Agricultural workforce development in Lackawanna County and Northeastern PA.
9. Mr. Russell Redding, PA Secretary of Agriculture will visit CTC on January 27 to continue the discussion on the opportunities for the development of a Sustainable/Urban Agriculture program at CTC.
10. Dr. Linda Thomas-Hemak, President/CEO of the Wright Center and Mr. Brian Ebersole, Sr. V.P., toured CTCLC and our Health Programs on January 4 and committed to support the development of the HOT programming and the potential development of a Health Sciences Academy at CTC
11. Two CTC students were chosen as first place winners for the MLK Poster Contest sponsored by the Greater Scranton MLK Commission. A final banner featuring the art of Kimberly Meckwood and Ruby Palickar was compiled and is on display in the CTC Lobby.

12. Mrs. Martinelli's cosmetology class has been hosting various graduates and cosmetologists to visit and provide demonstrations to her students. Additionally, a cosmetologist originally from Pakistan spoke to her class about acceptance of others, bullying and cultural differences and demonstrated different "threading" techniques of hair removal.
13. The regional SkillsUSA contests have completed and CTC contest results will be presented at the end of the board meeting by Mr. Czachor, SkillsUSA Advisor.

SUPERINTENDENT OF RECORD: None

SOLICITOR: None

OLD BUSINESS: None

ACTION ITEMS

Motion by J. Jordan, seconded by L. Zefran, to approve the attached estimate from A/V Solutions in the amount of \$26,414.36--Attachment #3 supplemental minute book.

ROLL CALL: Yes-Mrs. Zefran. Messrs. Jordan, Stachura, Burke, Summa, Kolcharno and Mondak.
Motion carried 7-0

Motion by L. Zefran, seconded by J. Jordan, to approve the Administration's recommendation to accept the proposal to sell select equipment from the former precision machine program to Monroe Career and Technical Institute for \$20,200. Equipment includes a CNC machine, two milling machines and miscellaneous measurement tools. Equipment is sold as-is, in place with no warranties or assurances. – Attachment A-4 supplemental minute book.

ROLL CALL: Yes-Mrs. Zefran. Messrs. Jordan, Stachura, Burke, Summa, Kolcharno and Mondak.
Motion carried 7-0

Motion by J. Summa, seconded by W. Burke, authorizing the Administration to approve a contract to design and deliver Math for the Trades instruction as defined by the NEPA Pre-Apprenticeship contract with the Luzerne Schuylkill Workforce Investment Board in partnership with the Lackawanna County Workforce Development Board at \$32 an hour for a maximum of 45 instructional hours and 9 preparation hours.

ROLL CALL: Yes-Mrs. Zefran. Messrs. Jordan, Burke, Summa, Kolcharno and Mondak.
No-Mr. Stachura
Motion carried 6-1

PERSONNEL ITEMS

Motion by P. Kolcharno, seconded by H. Stachura, to approve the Administration's recommendation to appoint Cody Mowry to the position of Lab Assistant – Building Construction Services effective immediately at a salary of \$18,000.00. This position is 190 days and also contingent upon pre-employment drug screening and having on file current clearances; otherwise the appointment will be null and void.

ROLL CALL: Yes-Mrs. Zefran. Messrs. Jordan, Stachura, Burke, Summa, Kolcharno and Mondak.
Motion carried 7-0

NEW BUSINESS: None

COMMENTS FROM VISITORS: None

PROGRAM PRESENTATION: Thomas Czachor, SkillsUSA

Motion by W. Burke, seconded by P. Kolcharno, to adjourn the regular meeting. Meeting adjourned at 07:34 pm.

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

INFORMATION ITEMS:

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Next Board Meeting Date and Time

Thursday, February 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 22, 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

CTC of Lackawanna County Principal's Meeting Minutes of November 17, 2016

Respectfully submitted,

William Burke
Secretary
CTC of Lackawanna County JOC