

CTC OF LACKAWANNA COUNTY JOINT OPERATING COMMITTEE BOARD

October 18, 2018

The October monthly meeting of the Career Technology Center of Lackawanna County Joint Operating Committee Board was held on October 18, 2018 at the Henry J. Dende Campus, 3201 Rockwell Avenue, Scranton, Pennsylvania.

The meeting was called to order by Joseph Mondak, President at 7:05 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)
Ms. Katie Gilmartin, Scranton
Mr. John Jordan, Carbondale
Five (5) Board Members Present, Three (3) Board Members Absent

Directors Absent

Mr. Hank Stachura, Lakeland (Vice President)
Mr. John Summa, Dunmore
Mr. Stephen Ursich, Forest City

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 John P. Finnerty, Esq., Solicitor, CTCLC.

Visitors Present: Dr. Karla Carlucci, Supervisor of CTE, CTCLC

Motion by J. Mondak, seconded by W. Burke, to Approve the Agenda - October 18, 2018.
Voice Vote-All Board Members voted yes. Motion carried 5-0

Motion by J. Mondak seconded by P. Kolcharno, to Approve Minutes of previous Meeting- September 20, 2018.
Voice Vote-All Board Members voted yes. Motion carried 5-0

Motion by J. Mondak seconded by K. Gilmartin, to approve the Report of the Treasurer-Attachment #1 supplemental minute book.

ROLL CALL: Yes - Mme. Gilmartin. Messrs. Jordan, Burke, Kolcharno and Mondak.
Motion carried 5-0

Motion by J. Mondak, seconded by P. Kolcharno, to Request Approval of Bills - October 2018-Attachment #2, supplemental minute book.

Roll Call: Yes - Mme. Gilmartin. Messrs. Jordan, Burke, Kolcharno and Mondak..
Motion carried 5-0

ANNOUNCEMENT OF EXECUTIVE SESSIONS: Personnel Issues
Thursday, October 18, 2018 - 06:00-07:00 pm
Henry J. Dende Campus, Scranton, Pennsylvania

COMMUNICATIONS - Administrative Director: None

- SCHOOL NOTES: Nicole DellaRocco, Senior Forest City Regional & CTCLC Health Occupations Technology Program.
- Readers Choice 2018 - Times-Tribune-Career Technology Center of Lackawanna County-Best Vocational-Technical High School and Career Training Center

COMMENTS BY VISITORS: None

REPORT OF ADMINISTRATIVE DIRECTOR: Attachment #1 supplemental minute book
Skills in Scranton Presentation - Educator in the Workplace Program
Lyndsay Grady - Director of Workforce Development

1. CTC enrollment currently stands at 688.
2. The Middle States Accreditation body has accepted CTC as a candidate for accreditation. We now begin the self-study process that is expected to last approximately one year.
3. Breona Cox is the CTC Student of the Month for September. Breona displays superior work habits, is always there to help and volunteers for all of the various culinary community service events. Breona, a senior from North Pocono High School, is a member of the CTC student council as well as a peer mentor. Outside of school, she is a CCD teacher and actively involved in her church events. She is a volunteer firefighter, an EMT trainee, works part time at Geisinger CMS and Ferri's pizza, and even finds time to play softball! After high school, she plans to attend culinary school. Congratulations to Breona.
4. Mrs. Martinelli and Mr. Linko held their annual "Get Pinked" event at CTC on October 13th. Approximately \$650 was raised for breast cancer awareness.
5. Two CTC welding students began participating in a concurrent enrollment program with Johnson College. The students, Joe Kessler, a senior from NPSD and Kyle Bonham, a Junior from FCR are each taking six credits at Johnson College towards their Johnson College Welding Certification.
6. CTC Building Construction and Welding students visited Penn College today and participated in the PA Build My Future program.
7. CTCLC has had the potable water system tested for lead. The test results indicate lead levels at or below 0.001 mg/L, well below the EPA limit of 0.015 mg/L.
8. Mr. Sheridan, Masonry Instructor is pursuing new certifications from the International Code Council that will allow students to achieve the ICC Residential Building Inspector Certification if they complete all six discipline certifications. These include Electrical, Plumbing, Mechanical, Energy, Fire Sprinkler and Plans Examiner.
9. The Comprehensive Strategic Planning committee is continuing its work on developing the three-year plan for CTC. Due to delays, we have requested an extension of the November 30 due date until January 31, 2019 and our request has been granted.
10. NEIU 19 has included CTC in their Scholar Challenge; CTC will be nominating Joe Kessler, Senior, NPSD for this honor.
11. CTC kicked off the Challenge Project on October 10 with AM and PM assemblies. UGI is our corporate business partner for this incentive awards program. \$3000 will be awarded to students as incentives in five areas: Attendance, Community Service, STEM, Academic Achievement and Academic Improvement.
12. Currently 20 CTC students are placed in cooperative education work assignments with five more pending and two are participating in diversified occupations work assignments with one additional pending.
13. On Saturday, November 3rd, faculty and students from Commercial and Advertising Design and Digital Communications will visit Kutztown University for Design Day Camp.
14. CU2 students under the direction of Chef Mark made 100 pumpkin cupcakes with cream cheese icing for Court Appointed Special Advocates For Children "10 years of Secret Superheroes" celebration.
15. Culinary Arts students at CTCLC under the direction of Culinary Arts Instructors, Mark McAndrew and Steve Anania hosted their annual "First Responder Luncheon" for our very own "Hometown Heroes". Not only was this a cooking lesson but also a very important history and service learning lesson.

16. Students in Mr. McLane's afternoon Commercial and Advertising Design class exhibited their illustrations as part of ScrantonReads.org. The illustrations are from the Outer Space art exhibit. The show features artwork inspired by the book The War of the Worlds by H. G. Wells. The work will be on display for the month of October at the Scranton Library.
17. Four students in the AM Collision repair class completed 37 I-CAR certifications and eight students in the PM class completed 34 certifications.
18. Mrs. Martinelli's cosmetology class pampered a group of autistic students visiting Tuesday from North Pocono SD. Students in cosmetology took the time to explain the various services and were very patient and thorough in pampering their visitors, taking the time to help reduce the anxiety in some of their clients.

SUPERINTENDENT OF RECORD: No Report.

SOLICITOR: No Report

OLD BUSINESS: None

ACTION

Motion by J. Mondak, seconded by W. Burke, to review and comment on the following new textbook for the CTCLC Digital Communications Program. Textbook will be available for a 30 day review and comments at CTCLC beginning October 19, 2018. Motion for final adoption will be on the November 20, 2018 JOC Board Meeting Agenda. Digital Media Concepts and Applications, 4th Edition - ISBN10: 1-305-66172-9 - Authors: Crews/Bean May - ©2017.

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

Motion by J. Mondak, seconded by P. Kolcharno, to approve the the following CTCLC student field trip: Kutztown University - Graphic Design Day Camp - November 3, 2018 - Patrick McLane, Commercial & Advertising Design Instructor & Paul Georgetti, Digital Communications Instructor to accompany 18 CTCLC students

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

Motion by W. Burke, seconded by J. Jordan, to approve the Administration's recommendation to approve the attached Articulation Agreement between King's College & CTC of Lackawanna County awarding articulated credits for students successfully completing the required courses - Attachment #3 supplemental minute book.

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

PERSONNEL ITEMS

Motion by P. Kolcharno, seconded by K. Gilmartin, to approve the Administration's recommendation to approve CTCLC School Field Experience: Samantha Searless - Misericordia University - Fall 2018 as a pre-student teacher in the Early Child Care & Child Development Program with Kristine Lenceski, CTCLC Instructor. (Current clearances on file)

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

Motion by J. Jordan, seconded by W. Burke, to approve the Administration's recommendation to appoint two (2) CTCLC masonry students to work on the CTCLC courtyard project at the hourly rate of \$8.00/hr

Roll Call: Yes - Mme. Gilmartin. Messrs. Jordan, Burke, Kolcharno and Mondak..
Motion carried 5-0

Motion by K. Gilmartin, seconded by P. Kolcharno, to approve a new employment agreement with Dr. Thomas Baileys, Administrative Director of the Career Technology Center of Lackawanna County. The agreement will extend Dr. Baileys term as Administrative Director until June 30, 2022 - Attachment #4 supplemental minute book.

Roll Call: Yes - Mme. Gilmartin. Messrs. Jordan, Burke, Kolcharno and Mondak..
Motion carried 5-0

NEW BUSINESS: None

COMMENTS FROM VISITORS: None

PROGRAM PRESENTATION - None

Motion by P. Kolcharno, seconded by W. Burke, to adjourn the regular meeting. Meeting adjourned at 7:35 pm.
Voice Vote-All Board Members voted yes. Motion carried 5-0

INFORMATION ITEMS:

Next Board Meeting Date and Time

Thursday, November 15, 2018
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 13, 2018
CTC of Lackawanna County Open House - November 2018
Practical Nursing Graduation - December 6, 2018 - 6:30 pm
SkillsUSA District 1 Competitions - December 2018
Brooks Harper Enterprises Booking Agreement - January 21-22, 2019
Community Awards Breakfast (SkillsUSA) February 2019
Career & Tech Education Week - February 2019
National Vocational Technical Honor Society Induction TBA
SkillsUSA Pennsylvania Leadership & Skills Conference - April, 2019
CTCLC Cooperative Education - School to Work Awards Banquet - April 2019
CTC of Lackawanna County Awards Night - May 23, 2019
Practical Nursing Graduation - June 2019 - 6:30 pm

Board Information

CTC of Lackawanna County Safety Meeting Minutes of September 26, 2018

Respectfully submitted,

William Burke
Secretary
CTC of Lackawanna County JOC