

CTC OF LACKAWANNA COUNTY JOINT OPERATING COMMITTEE BOARD
May 17, 2018

The May monthly meeting of the Career Technology Center of Lackawanna County Joint Operating Committee Board was held on May 17, 2018 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. Hank Stachura, Lakeland (Vice President)

Mr. William Burke, North Pocono (Secretary)

Mr. Peter Kolcharno, Mid-Valley (Treasurer)

Ms. Katie Gilmartin, Scranton

Five (5) Board Members present, Three (3) Board Member absent

Directors Absent

Mr. John Summa, Dunmore

Mr. Stephen Ursich, Forest City

Mr. John Jordan, Carbondale

Others Present: Mr. Bryan McGraw, Superintendent of Record, North Pocono, Mr. George Pelepko-Filak, Assistant Administrative Director, CTCLC, and John P. Finnerty, Esq., Solicitor, CTCLC.

Absent: Dr. Thomas Baileys, Administrative Director, CTCLC and Mr. James McHale, Chief Financial Officer, CTCLC.

Visitors Present: None

Motion by J. Mondak, seconded by W. Burke, to Approve the Agenda - May 17, 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- April 19, 2018.

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

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

ROLL CALL: Yes - Mme. Gilmartin. Messrs. Stachura, Burke, Kolcharno and Mondak.

Motion carried 5-0

Motion by J. Mondak, seconded by H. Stachura, to Request Approval of Bills – May 2018–Attachment #2, supplemental minute book.

Roll Call: Yes - Mme. Gilmartin. Messrs. Stachura, Burke, Kolcharno and Mondak.

Motion carried 5-0

ANNOUNCEMENT OF EXECUTIVE SESSION: Executive Session for Personnel Issues
Thursday, May 17, 2018 - 06:35-07:08 pm
Henry J. Dende Campus, Scranton, Pennsylvania

COMMUNICATIONS – Administrative Director:

- **SCHOOL NOTES** – Megan Gashi, Sophomore, Holy Cross & CTCLC Culinary Arts Program.
- **SCHOOL NOTES** - Kylah Cookson, Senior, Forest City Regional and CTCLC Cosmetology Program.
- **SCHOOL NOTES** – Anna Nulte, Senior Dunmore High School and CTCLC Service Occupations Program.
- **SCHOOL NOTES**- 44th Annual CTCLC Cooperative Education Banquet Honored 28 Students & their Employers.
- **SCHOOL NOTES** - Matthew Neuweiler, Senior, North Pocono School District & CTCLC Welding Technology Program.
- CTCLC February Student of the Month - Tucker Burner, Senior North Pocono School District & CTCLC Automotive Technology Program..
- CTCLC Aids Griffin Pond Animal Shelter.
- CTCLC Casual Day.
- CTCLC May Student of the Month - Tessa Conmy, Senior, Scranton High School & CTCLC Automotive Technology Program.
- Editorial - Broaden Student Recognition.

COMMENTS BY VISITORS (Agenda Items Only): None

REPORT OF ADMINISTRATIVE DIRECTOR: Attachment #1 supplemental minute book

1. CTC enrollment currently stands at 237 AM students and 376 returning PM students for a total of 613.
2. Tessa Conmy, a senior at Scranton High School, is the CTC May, Student of the Month. Tessa does very well in the automotive program. She is always available to help other students. She helps with tool organizing and is very conscientious when it comes to a job on an automobile, according to her instructor Mr. Granteed. In her spare time, Tessa enjoys writing and crochet. She is currently vice president of the CTC student council and a member of the Scranton High marching band and color guard. Her goal after high school is to work in the automotive field.
3. CTC admission letters for 2018-2019 are being mailed this week. Samples are provided to board members in their folders. Currently admissions for next year's AM class are at 276, significantly below last year. Scranton and West Scranton are especially low.
4. The CTC Chapter Business team won a state gold medal at the Hershey SkillsUSA competition and will be heading to Louisville for Nationals in June. Team members are: Gladys Orroya, Scranton HS; Colin Johnson, Lakeland HS; Shea Kelly, North Pocono HS; James Angerson, Dunmore HS; Matthew Nemeth, Mid Valley HS; Hunter Penn, Mid Valley HS. In addition, two teams competing in the Cyber Security competition won medals; John Zator, Mid Valley HS and Dylan Morgan, Valley View HS won silver medals and Danny Lockett, Forest City Regional HS and Isabel Lopez, Holy Cross won bronze medals. Jesse James, Lackawanna Trail HS won a silver medal in Telecommunications cabling and Anna Nulter, Dunmore HS won a bronze medal in Building Maintenance.
5. The Carbondale Area Board of Education held their May meeting at CTC on May 14.
6. Senior Send-off was sponsored by the Student Council on Wednesday, May 16. Despite the weather, everyone enjoyed the event.
7. CTC teacher shadow experience program has hosted over 20 teachers from CTC sending schools with an additional 9 signed up. Response has been overwhelmingly positive.
8. L&I Deputy Secretary Eileen Cipriani and DCED Deputy Secretary Carol Kilko will be touring CTC on Wednesday, May 30. They are hosting a media event at CTC and will be inviting local press to accompany them on the tour.
9. Creative Communications Pathways students designed, illustrated and printed an Animalphabet booklet for primary students. Mr. McLane and selected students traveled to the Children's' Library to present them with copies. A copy has been provided to board members in their board folder.

10. Mr. Petrauskas has secured an agreement with JM Gregory and York Enterprises to maintain the existing chiller at no cost to CTC through the current cooling season and then to complete the replacement during the fall/winter months when the chiller is not needed.
11. CTC Senior Awards (graduation) will be held on Thursday, May 24, 2018 beginning at 7:00PM. Board members are encouraged to attend. Please RSVP to Dr. Baileys.

SUPERINTENDENT OF RECORD: No Report.

SOLICITOR: No Report

OLD BUSINESS: None

ACTION

Motion by J. Mondak, seconded by H. Stachura, to approve a request from Thomas Czachor, SkillsUSA Advisor and Kathy Czachor, chaperone to accompany CTCLC Gold Medal winners (4 males 2 females) at the SkillsUSA 2018 National Leadership & Skills Conference in Louisville, Kentucky from June 25 thru 30, 2018. Cost for registration, lodging, subsistence & travel is approximately \$4852.

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

Motion by J. Mondak, seconded by W. Burke, to approve the Product Lease Agreement with Meter Rental Agreement. Cost is \$99.95 per month for 63 months.

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

Motion J. Mondak, seconded by H. Stachura, to approve the Administration's recommendation to approve CC Cleaning Services Specialty Work Proposal. Estimated total cost of project \$4680 - \$6300 - Attachment #3 supplemental minute book.

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

Motion by W. Burke, seconded by P. Kolcharno, authorizing the Administration to approve the following student field trip: National Constitution Center, Philadelphia - May 14, 2018 - Jenine Ikeler, Career Resource Coordinator.
Voice Vote-All Board Members voted yes. Motion carried 5-0

Motion by W. Burke, seconded by H. Stachura, to ratify the approvals by the consortium school boards for the 2018-2019 CTC of Lackawanna County Budget. Eight school districts, Carbondale Area, Dunmore, Forest City Regional, Lakeland, Mid-Valley, North Pocono, Scranton and Valley View have returned affirmation resolutions for its adoption.
Voice Vote-All Board Members voted yes. Motion carried 5-0

Motion by J. Mondak, seconded by P. Kolcharno, to approved the Administrations recommendation to approve an ad to advertise in the Scranton Times CTCLC Scholastic Superstars.
Voice Vote-All Board Members voted yes. Motion carried 5-0

PERSONNEL ITEMS

Motion by H. Stachura, seconded by W. Burke, to approve the Administration's recommendation to appoint Mara Howey to the position of part time cafeteria worker at an hourly rate of \$9.50. 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. Gilmartin. Messrs. Stachura, Burke, Kolcharno and Mondak.
Motion carried 5-0

Motion by P. Kolcharno, seconded by H. Stachura, to approve the Administration's recommendation to appoint Amanda Ward to the position of Substitute PN Clinical Instructor. This position is contingent upon receipt of current clearances, credentials and pre-employment drug screening; otherwise the appointment will be null and void. Salary based on a per diem rate from the Lackawanna County Area Vocational Technical Federation of Teachers Collective Bargaining Agreement.

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

Motion by K. Gilmartin, seconded by W. Burke, to approve the Administration's recommendation to terminate Melissa Gall substitute cafeteria worker effective May 4, 2018.
Voice Vote-All Board Members voted yes. Motion carried 5-0

NEW BUSINESS: None

COMMENTS FROM VISITORS:

PROGRAM PRESENTATION:

Motion by W. Burke, seconded by P. Kolcharno, to adjourn the regular meeting. Meeting adjourned at 7:36 pm.
Voice Vote-All Board Members voted yes. Motion carried 5-0

INFORMATION ITEMS:

Next Board Meeting Date and Time

Thursday, June 21, 2018

Executive Session 6:00 pm

Board Business Meeting 7:00 pm

Informational Session to follow

Student Events

CTCLC Awards Night – May 24, 2018

SkillsUSA 2018 National Leadership & Skills Conference, Louisville, Kentucky - June 25 thru 30, 2018

Board Information

CTC of Lackawanna County Principal's Meeting Minutes of February 28, 2018.

Respectfully submitted,

William Burke
Secretary
CTC of Lackawanna County JOC