



Henry J. Dende Campus 3201 Rockwell Avenue | Scranton, PA 18508-1491 | 570-346-8471 | Fax: 570-342-4251

**JOINT OPERATING COMMITTEE BOARD  
MEETING AGENDA  
TUESDAY, JANUARY 24, 2023**

**1. MEETING CALLED TO ORDER – Time \_\_\_\_\_**

**2. PLEDGE OF ALLEGIANCE**

**3. ROLL CALL**

<b>BOARD MEMBERS</b>	<b>P</b>	<b>A</b>	<b>ALSO IN ATTENDANCE</b>	<b>P</b>	<b>A</b>
Mr. Joseph Mondak Valley View			Mr. John Marichak Superintendent of Record, Dunmore		
Mr. Mark Solomon Lakeland			Dr. Karla Carlucci Director, CTCLC		
Mr. William Burke North Pocono			Mr. James McHale Chief Financial Officer, CTCLC		
Mr. Sean McAndrew Scranton			John P. Finnerty, Esq. Solicitor, CTCLC		
Mr. Steven Ursich Forest City					
Mr. Glenn Cashuric Mid-Valley					
Mr. Francis Kranick Dunmore					
Mr. James Dovin Carbondale					

**JANUARY 2023 - SCHOOL DIRECTOR RECOGNITION MONTH! CTC WOULD LIKE TO HONOR YOU FOR YOUR OUTSTANDING SERVICE AND COMMITMENT TO VOCATIONAL/PUBLIC EDUCATION.**

**4. MOTION to approve the agenda –January 24, 2023.**

Motion by \_\_\_\_\_ seconded by \_\_\_\_\_ Voice Vote \_\_\_\_\_

**5. MOTION to approve the minutes of the reorganization meeting - December 20, 2022.**

Motion by \_\_\_\_\_ seconded by \_\_\_\_\_ Voice Vote \_\_\_\_\_

**6. MOTION to approve the minutes of the monthly meeting - December 20, 2022.**

Motion by \_\_\_\_\_ seconded by \_\_\_\_\_ Voice Vote \_\_\_\_\_

**7. MOTION to approve the Report of the Treasurer – Attachment #1.**

BOARD MEMBERS	MOTION	2 ND	YES	NO	ON THE QUESTION	ABSTAIN
MR. DOVIN						
MR. URSICH						
MR. SOLOMON						
MR. BURKE						
MR. MCANDREW						
MR. KRANICK						
MR. CASHURIC						
MR. MONDAK						
ON THE QUESTION						

**8. MOTION to Request Approval of Bills – December 2022 & January 2023- Attachment #2.**

BOARD MEMBERS	MOTION	2 ND	YES	NO	ON THE QUESTION	ABSTAIN
MR. DOVIN						
MR. URSICH						
MR. SOLOMON						
MR. BURKE						
MR. MCANDREW						
MR. KRANICK						
MR. CASHURIC						
MR. MONDAK						
ON THE QUESTION						

**9. ANNOUNCEMENT OF EXECUTIVE SESSION**

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**10. COMMUNICATIONS – Administrative Director**

- **SCHOOL NOTES:** Darrell Smith, CTCLC Carpentry Program & Corey Matoushek, CTCLC Welding Program. Both students are Juniors & attend Forest City Regional - January 1, 2023.
- **SCHOOL NOTES:** Jeremiah Fabian, Junior, Abington Heights & CTCLC Plumbing Program - January 8, 2023.
- **SCHOOL NOTES:** Emma Jo Burrasca, Junior, Forest City Regional & CTCLC Cosmetology Program - January 15, 2023.
- Taste of Italy - CTCLC Culinary Graduate
- **JANUARY STUDENTS OF THE MONTH** - Calie Carter, Senior, Forest City Regional & CTCLC Cybersecurity, Brendan Rucks, Junior, Valley View SD & CTCLC Automotive Program, and Maiya Rizner, Senior, Forest City Regional & CTCLC Carpentry Program.

**11. COMMENTS BY VISITORS (Agenda Items only)**

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**12. REPORT OF DIRECTOR**

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**13. SUPERINTENDENT OF RECORD**

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**14. SOLICITOR**

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**15. OLD BUSINESS – None**

**16. ACTION ITEMS**

**A MOTION**

Motion to approve the Articulation Agreement between Luzerne County Community College and CTCLC. This agreement will maximize opportunities for students who successfully complete the CTCLC Cosmetology Program CIP 12.0401 - **Attachment #3**

**Motion by \_\_\_\_\_ seconded by \_\_\_\_\_ Voice Vote \_\_\_\_\_**

**B MOTION**

Motion to approve the Articulation Agreement between Luzerne County Community College and CTCLC. This agreement will maximize opportunities for students who successfully complete the CTCLC Diversified Occupation Program CIP 32.0105 - **Attachment #4**

**Motion by \_\_\_\_\_ seconded by \_\_\_\_\_ Voice Vote \_\_\_\_\_**

**C MOTION**

Motion to approve the PN Universal Student Affiliation Agreement between CTCLC and Bayada Home Health Care effective December 6, 2022 as recommended by the Director.

**Motion by \_\_\_\_\_ seconded by \_\_\_\_\_ Voice Vote \_\_\_\_\_**

**D MOTION**

Motion to authorize the CFO to enter into a renewal agreement with Dehey McAndrew for consulting services in relation to IRS, FMLA, HIPAA and COBRA compliance, and general human resource consulting for the period January 1 thru December 31, 2023. Annual cost of the retainer for these services is \$1750.00.

<b>BOARD MEMBERS</b>	<b>MOTION</b>	<b>2 ND</b>	<b>YES</b>	<b>NO</b>	<b>ON THE QUESTION</b>	<b>ABSTAIN</b>
<b>MR. DOVIN</b>						
<b>MR. URSICH</b>						
<b>MR. SOLOMON</b>						
<b>MR. BURKE</b>						
<b>MR. MCANDREW</b>						
<b>MR. KRANICK</b>						
<b>MR. CASHURIC</b>						
<b>MR. MONDAK</b>						
<b>ON THE QUESTION</b>						

**E MOTION**

Motion to authorize the CFO to enter into a renewal agreement with Dehey McAndrew for 403B Administrative and Common Remitter services for the 2023 calendar year. Amount of the contract is \$2,975.00 plus \$1.59 per contributing employee per pay period.

<b>BOARD MEMBERS</b>	<b>MOTION</b>	<b>2 ND</b>	<b>YES</b>	<b>NO</b>	<b>ON THE QUESTION</b>	<b>ABSTAIN</b>
<b>MR. DOVIN</b>						
<b>MR. URSICH</b>						
<b>MR. SOLOMON</b>						
<b>MR. BURKE</b>						
<b>MR. MCANDREW</b>						
<b>MR. KRANICK</b>						
<b>MR. CASHURIC</b>						
<b>MR. MONDAK</b>						
<b>ON THE QUESTION</b>						

**F MOTION**

Motion to approve Rebecca Rinell, Graphics Communication Instructor to travel out of state to Kennesaw, March 3-6, 2023 for an Advanced Offset Lithography Training at Heidelberg. Cost of the trip is approximately \$1300

BOARD MEMBERS	MOTION	2 ND	YES	NO	ON THE QUESTION	ABSTAIN
MR. DOVIN						
MR. URSICH						
MR. SOLOMON						
MR. BURKE						
MR. MCANDREW						
MR. KRANICK						
MR. CASHURIC						
MR. MONDAK						
ON THE QUESTION						

**G MOTION**

Motion to approve a request from Rebecca Rinella-Hayden, Graphic Communications Instructor and one (1) chaperone to accompany four (4) CTCLC competitors at the Phoenix Challenge Competition Charlotte, NC from March 22-25, 2023. Cost for registration, lodging, subsistence and transportation will be paid by Phoenix Challenge Competition for one (1) chaperone and four (4) students. CTCLC will pay the additional expenses for the other chaperone and minivan rental for approximately \$1320.

BOARD MEMBERS	MOTION	2 ND	YES	NO	ON THE QUESTION	ABSTAIN
MR. DOVIN						
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MR. SOLOMON						
MR. BURKE						
MR. MCANDREW						
MR. KRANICK						
MR. CASHURIC						
MR. MONDAK						
ON THE QUESTION						

**17. PERSONNEL ITEMS**

**A MOTION**

Motion to approve the resignation of Janeen Shuleski, Collision Repair Technology Instructor effective January 2, 2023 and to post for said position.

Motion by \_\_\_\_\_ seconded by \_\_\_\_\_ Voice Vote \_\_\_\_\_

**B MOTION**

Motion to appoint \_\_\_\_\_ to the position of Part Time Maintenance at the hourly rate of \$13.00, per the CBA of PA Social Services Union Local 668 Non Professional Maintenance. This position is contingent upon receipt of all required clearances and pre-employment drug screening.

BOARD MEMBERS	MOTION	2 ND	YES	NO	ON THE QUESTION	ABSTAIN
MR. DOVIN						
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MR. SOLOMON						
MR. BURKE						
MR. MCANDREW						
MR. KRANICK						
MR. CASHURIC						
MR. MONDAK						
ON THE QUESTION						

**C MOTION**

Motion to appoint Gabrielle Gashi to the position of PN substitute instructor. This position is contingent upon verification of credentials, receipt of all required clearances and pre-employment drug screening, otherwise the appointment will be null and void. Salary based on a per diem rate from the CBA Lackawanna County Area Vocational Technical Federation of Teachers.

BOARD MEMBERS	MOTION	2 ND	YES	NO	ON THE QUESTION	ABSTAIN
MR. DOVIN						
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MR. SOLOMON						
MR. BURKE						
MR. MCANDREW						
MR. KRANICK						
MR. CASHURIC						
MR. MONDAK						
ON THE QUESTION						

**D MOTION**

Motion to appoint John P. Finnerty, Esq. as counsel for the CTCLC for general legal purposes for a period of one (1) year with a retainer of \$2100 monthly and to compensate for extra work outside the scope of the m monthly retainer at the rate of \$150/hour (bills to be submitted monthly) effective January 19, 2023.

BOARD MEMBERS	MOTION	2 ND	YES	NO	ON THE QUESTION	ABSTAIN
MR. DOVIN						
MR. URSICH						
MR. SOLOMON						
MR. BURKE						
MR. MCANDREW						
MR. KRANICK						
MR. CASHURIC						
MR. MONDAK						
ON THE QUESTION						

18. ADDENDUM ITEMS:

19. NEW BUSINESS:

20. COMMENTS FROM VISITORS (Courtesy of the Floor)

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21. PROGRAM PRESENTATION: Bonnie Baker, Cooperative Education/Diversified Occupation Instructional Coach.

22. MOTION TO ADJOURN - Time \_\_\_\_\_

Motion by \_\_\_\_\_ seconded by \_\_\_\_\_ Voice Vote \_\_\_\_\_

**INFORMATION ITEMS:**

CTCLC School Calendar for 2022-2023 has been changed to include Friday, February 17, 2023 (snow makeup day) as a regular school day for students and staff (Board Approved 03-22-2022)

[Next Board Meeting Date and Time](#)

[February 28, 2023](#)

[Executive Session 6:00 pm](#)

[Board Business Meeting 7:00 pm](#)

[Informational Session to follow](#)

**STUDENT EVENTS**

National Vocational Technical Honor Society Induction TBA

SkillsUSA Pennsylvania Leadership & Skills Conference - April 2023

CTC of Lackawanna County Senior Awards Night - May 25, 2023

Practical Nursing Graduation - June 7, 2023

Tentative Last Day of School - June 8, 2023