

**CTC OF LACKAWANNA COUNTY
JOINT OPERATING COMMITTEE BOARD
November 28, 2023**

The November monthly meeting of the Career Technology Center of Lackawanna County Joint Operating Committee Board was held on November 28, 2023, at the Henry J. Dende Campus, 3201 Rockwell Avenue, Scranton, Pennsylvania.

The meeting was called to order by Joseph Mondak, President at 07:10pm.

The group joined in the Pledge of Allegiance.

Due to the absence of the secretary, James McHale, Jr, was appointed acting secretary.

Directors Present

Mr. Joseph Mondak, Valley View (President)
Mr. Mark Solomon, Lakeland (Vice-President)
Mr. Francis Kranick, Dunmore (Treasurer)
Mr. Glenn Cashuric, Mid-Valley
Mr. Christopher Stahl, Forest City

Directors Absent

Mr. William Burke, North Pocono (Secretary)
Mr. James Dovin, Carbondale
Mr. Sean McAndrew, Scranton

Five (5) Board Members Present, Three (3) Board Member Absent.

Others Present: Mr. John Marichak, Superintendent of Record, Dunmore, Mr. James McHale, Chief Financial Officer CTCLC and John P. Finnerty, Esq. Solicitor, CTCLC.

Others Absent: Dr. Karla Carlucci, Director CTCLC

Visitors Present: Colleen Stepanovich, CTCLC Continuing Education Coordinator, Dominick Carachilo, CTCLC Assistant Principal, CTCLC Bonnie Baker, Cooperative Education/Instructional Coach

Motion by J. Mondak, seconded by C. Stahl, to approve the agenda: November 28, 2023.

VOICE VOTE: All Board Members voted YES
Motion carried 5-0

Motion by J. Mondak, seconded by G. Cashuric, to approve the minutes of the monthly meeting: October 24, 2023.

VOICE VOTE: All Board Members voted YES
Motion carried 5-0

Motion by J. Mondak, seconded by F. Kranick, to approve the Report of the Treasurer, October 2023: *Attachment #1, supplemental minute book.*

ROLL CALL: Yes: Cashuric, Kranick, Mondak, Solomon, Stahl
Motion carried 5-0

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Continued**

Motion by J. Mondak, seconded by C. Solomon, to Request Approval of Bills for October 2023: *Attachment #2, supplemental minute book.*

ROLL CALL: Yes: Cashuric, Kranick, Mondak, Solomon, Stahl
 Motion carried 5-0

ANNOUNCEMENT OF EXECUTIVE SESSIONS: Personnel and legal.
 Tuesday, November 24, 2023, 6:00-7:00pm
 Henry J. Dende Campus, Scranton, Pennsylvania

COMMUNICATIONS – Administrative Director

SCRANTON TIMES, SCHOOL NOTES, October 22, 2023:

- Melanie Olvera, West Scranton (Child Development)
- Danil Dempsey, Abington Heights (Creative Communication)

SCRANTON TIMES, SCHOOL NOTES, October 29, 2023:

- Brian Gold, North Pocono (Automotive)

SCRANTON TIMES, SCHOOL NOTES, November 5, 2023:

- Marley Bodnar, Lakeland (Cosmetology), Elizabeth Novak, Lakeland (Culinary) and Alex Call, Mid Valley (Electrical)

SCRANTON TIMES, SCHOOL NOTES, November 12, 2023:

- Samantha Fuchylok West Scranton (Cosmetology)
- Clayton Tucker, Lakeland (Welding)

SCRANTON TIMES, SCHOOL NOTES, November 19, 2023:

- Isabella Godwin, Scranton Cyber Academy (HVAC)
- Jackson Fuchs, Forest City Regional (Automotive)

CTC FACEBOOK COMMUNICATIONS, November 2023:

- Mr. Peck and Mr. Ward’s Automotive classes to Universal Technical Institute, Exton, PA
- October Students of the Month: Marley Bodnar, Lakeland (Cosmetology), Alex Cali, Mid Valley (Electrical), and Elizabeth Novak, Lakeland (Culinary)
- CTC Student Ambassadors assisted in preparing the Friends of the Poor Annual Thanksgiving Dinner pickup.
- CTC Students and staff collected goods for the United Neighborhood Centers of Northeastern PA *Feed A Friend* campaign.

COMMENTS BY VISITORS (Agenda Items only): No Requests for Comments.

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REPORT OF THE DIRECTOR:

1. CTC enrollment currently stands at 862 students:
 - 10th: 294 students
 - 11th: 334 students
 - 12th: 222 students
 - PN Program: 69 students
 - Level 1: 40 students
 - Level 3: 29 students
2. Coterra Energy’s Educational Improvement Tax Credit Program benefited 49 CTCLC Students for the 2023.2024 School year. A total of \$10,275.00 in scholarships were awarded.
3. We had 213 PreNOCTI test takers. All eligible seniors tested! Of those that tested, 89% scored Advanced or Competent on the multiple-choice portion of the test, based on the 2022-2023 cut score, 60% scored Advanced.
4. We had 861 ninth grade students tour CTC this fall! The breakdown is as follows:
 - Carbondale: 120
 - Valley View: 119
 - Dunmore: 110
 - Mid Valley: 95
 - Scranton: 90
 - West Scranton: 85
 - Forest City: 80
 - North Pocono: 56
 - Lakeland: 56
 - Abington Heights: 50
5. In November we celebrated the first student success luncheon of the 23/24 school year. Fastenal Company is again the sponsor for our Students of the Month.
 - **Marley Bodnar**, a junior from Lakeland High School, has been nominated October Student of the Month by her Cosmetology Instructor, Mrs. Kristina Petrauskas. “Marley has consistently excelled in cosmetology, demonstrating remarkable skills and dedication. Her exceptional grades are a testament to her commitment to learning and self-improvement. Marley's eagerness to assist her peers and her collaborative, team-player mentality make her an invaluable asset to our school community. Furthermore, her positive and professional attitude is infectious, creating a motivating and uplifting atmosphere for everyone around her. Marley truly embodies the qualities that make us all #CTCProud, and she deserves this recognition for her outstanding contributions”, stated Mrs. Petrauskas. While in the Cosmetology program, Marley obtained her OSHA10 for

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cosmetology certification. Marley also acts as a student mentor in the cosmetology program, helping those who need extra support. Even when she struggles with a specific task, her positive attitude shines through as she tries again. Marley is the daughter of Lori Bodnar and Robert Owen. Marley strives to maintain high grades and has maintained an A average throughout her time at CTC as well as placing Advance in her Biology Keystones at Lakeland. Marley is a CTC Student Ambassador who is heavily involved with tour groups and took the initiative in developing days for Red Ribbon Week. “I joined CTC to have a hands-on experience with something I enjoy doing”, stated Marley. At Lakeland, Marley is a member of SADD, FBLA, FCCLA, a Student Mentor, Unified Track club and the National Honor Society.

- **Alex Cali**, a senior from Mid Valley High School, has been nominated October Student of the Month by his Cooperative Education Instructor, Mrs. Bonnie Baker. “Alex has been working at Richard Mellow Electric since the spring of 2023. He has been a leader in Co-op by fulfilling all work requirements, showing strong soft skills, and attaining perfect scores from his workplace supervisor”, stated Mrs. Baker. While in the Electrical program, Alex has obtained his OSHA10, OSHA30, and Ladder Safety and balances daily Co-op work, submitting pay stubs, and working hard on the job. “Alex is a genuine person and leader. He quietly leads and is a positive role model. This stems from what he learns in the classroom to how he performs in the shop area. The desire to help others, the willingness to learn new things, and his courage to overcome obstacles. Specifically, he builds others up, volunteers to do any task with a positive attitude, and is willing to learn new tasks without prompting. It is an honor to teach Alex. Alex has also won the Challenge Program Inc. award for the most improved student which is sponsored by UGI”, stated Mr. Robert Letteri, Electrical Instructor. Alex is the son of Tracy and Louis Cali. While at CTC, Alex has strived to succeed in both the Electrical program and his Co-Op opportunity with Richard Mellow Electric. At Mid Valley, Alex has strived to maintain high grades throughout the years. Upon graduation, Alex plans on graduating from high school and enrolling in a 5-year Electrical Apprenticeship with the Electrical Union. He plans to take his union test in 2024.
- **Elizabeth Novak**, a senior from Lakeland High School, has been nominated October Student of the Month by her Culinary Instructor, Chef Steve Anania. “The reason I chose to nominate Lizzy is not just because of all her accomplishments at CTCLC. The reasons I chose to nominate her are simple. She has been nothing but respectful towards me and the rest of the faculty. She is a hard worker and wants to advance in the Culinary Field. She helps out whenever and with whatever she can. My biggest reason for nominating her is because of how she has accomplished all these things and her attitude in general, despite dealing with great adversity throughout her life”, stated Chef Steve. Elizabeth is the daughter of

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Melissa and Joe Novak. While at CTC, Elizabeth obtained her OSHA 10 and ServSafe Food Handlers Food Certification. She is also currently out on Co-Op at the Scranton Country Club as Garde Mangre Chef. Through Co-Op, she prepares for multiple banquets. She is a National Technical Honor Society candidate, has had a consistent A average throughout her time at CTCLC, and is a Skills USA District Competitor. “I chose to come to CTC because it was always my dream to cook. CTC made my dreams seem possible and overall, is a good school”, states Elizabeth. At Lakeland, Elizabeth is a peer counselor. She is also taking college classes through Keystone College. In her spare time, Elizabeth volunteers at her local library. Upon graduation, Elizabeth would like to attend Johnson and Wales University and pursue her dreams in culinary. Eventually, she would like to open up her own restaurant.

6. CTC Celebrated our 50th Anniversary at the November OAC Meeting. Mr. Christpher Dende was an honorary spokesman at the event.
7. Automotive classes (Mr. Peck and Mr. Ward) took a field trip to Universal Technical Institute in Exton, PA and Mr. Ward’s Automotive students visited Five Star Equipment in November.
8. Cosmetology students are, again, participating in the 32nd Annual Santa’s Snippers Cut-A-Thon benefiting The Women’s Resource Center Association. Need a haircut? Please stop by CTC on December 3rd from 10am to 2pm!
9. CTCLC students and staff were busy the past few weeks collecting goods for the United Neighborhood Centers of Northeastern Pennsylvania Feed A Friend campaign! Thank you to everyone who participated!

SUPERINTENDENT OF RECORD: Mr. Marichak and the JOC commended the service of outgoing Board Member, and current JOC Secretary, Mr. William Burke. Mr. Burke has been a member of the CTCLC JOC for fifteen (15) years. Mr. Burke was not present at the meeting, however, a plaque from CTCLC will be presented to him at a later date.

SOLICITOR: Atty. Finnerty echoed the thanks of Mr. Marichak and the JOC in thanking Mr. Burke for his service to the CTCLC JOC.

OLD BUSINESS: None

ACTION ITEMS

Motion by J. Mondak, seconded by M. Solomon, to approve the date and time for the Annual Reorganization Meeting of the CTCLC JOC Board as follows: December 19, 2023, at 7pm Reorganization Session, Monthly JOC Board Meeting to follow Reorganization.

VOICE VOTE: All Board Members voted YES
Motion carried 5-0

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Motion by C. Stahl, seconded by F. Kranick, to approve the Health and Safety Plan Summary: Career Technology Center of Lackawanna County as recommended by the Director.
Attachment #3, supplemental minute book

VOICE VOTE: All Board Members voted YES
Motion carried 5-0

Motion by G. Cashuric, seconded by F. Kranick, to approve renewal agreement with Casella Waste for waste disposal and recycling collection for CTCLC. Monthly cost for this service \$731.36 without roll-off. *Attachment #4, supplemental minute book*

ROLL CALL: Yes: Cashuric, Kranick, Mondak, Solomon, Stahl
Motion carried 5-0

Motion by J. Mondak, seconded by G. Cashuric, to approve renewal agreement with Casella Waste for roll off waste disposal. Cost of this service is \$50 rental fee, \$245 haul rate, \$79.00 disposal rate per ton and a \$50 service fee for this on call service. *Attachment #5, supplemental minute book*

ROLL CALL: Yes: Cashuric, Kranick, Mondak, Solomon, Stahl
Motion carried 5-0

Motion by C. Stahl, seconded by M. Solomon, to approve the Articulation Agreement between Lackawanna College (LC) and CTC. This agreement will facilitate the transfer of students from CTCLC to LC and to support their academic success in their choice of the LC Cyber Security, AS Degree Program. *Attachment #6, supplemental minute book*

VOICE VOTE: All Board Members voted YES
Motion carried 5-0

Motion by F. Kranick, seconded by G. Cashuric, to approve and adopt the following PSBA policy as recommended by the Director: Code: 246, School Wellness. *Attachment #7, supplemental minute book*

VOICE VOTE: All Board Members voted YES
Motion carried 5-0

Motion by M. Solomon, seconded by F. Kranick, to transfer \$122,524.13 from the CTC 2021.2022 Fund Balance to the 2022.2023 Fiscal Year to be applied as a revenue contribution for the current year as recommended by the Chief Financial Officer.

ROLL CALL: Yes: Cashuric, Kranick, Mondak, Solomon, Stahl
Motion carried 5-0

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PERSONNEL ITEMS

Motion by G. Cashuric, seconded by F. Kranick, to appoint Justin Kraft to the position of HVAC Instructor as recommended by the Director. This position is contingent upon receipt of credentials and all required clearances and pre-employment drug screening, otherwise the appointment will be null and void. Salary based on the CBA Lackawanna County Area Vocational Technical Federation of Teachers.

ROLL CALL: Yes: Cashuric, Kranick, Mondak, Solomon, Stahl
Motion carried 5-0

NEW BUSINESS:

Motion by M. Solomon, seconded by G. Cashuric to return a check for \$1,000 to Mr. Michael Doyle.

ROLL CALL: Yes: Cashuric, Kranick, Mondak, Solomon, Stahl
Motion carried 5-0

COMMENTS FROM VISITORS (Courtesy of the Floor): No Requests for Comments.

PROGRAM PRESENTATION: Bonnie Baker, CTCLC, Cooperative Education/Instructional Coach

Motion by J. Mondak, seconded by C. Stahl, to adjourn the regular meeting. Meeting adjourned at 7:30pm

VOICE VOTE: All Board Members voted YES
Motion carried 5-0

Next Board Meeting Date and Time

December 19, 2023

Executive Session: 6:00 pm

Reorganization Meeting 7:00 pm

Board Business Meeting: 7:15 pm

Informational Session to follow

Respectfully submitted,

James C. McHale, Jr
Acting Secretary
CTC of Lackawanna County JOC