

**CTC OF LACKAWANNA COUNTY  
JOINT OPERATING COMMITTEE BOARD  
October 24, 2023**

The October monthly meeting of the Career Technology Center of Lackawanna County Joint Operating Committee Board was held on October 26, 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. James Dovin, Carbondale  
Mr. Christopher Stahl, Forest City

**Directors Absent**

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

Seven (6) Board Members Present, One (2) 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, Continuing Education Coordinator, John Moran, Computer Networking Instructor, CTCLC

Motion by J. Mondak, seconded by F. Kranick, to approve the agenda: October 24, 2023.

VOICE VOTE: All Board Members voted YES  
Motion carried 6-0

Motion by J. Mondak, seconded by G. Cashuric, to approve the minutes of the monthly meeting: September 26, 2023.

VOICE VOTE: All Board Members voted YES  
Motion carried 6-0

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

ROLL CALL: Yes: Cashuric, Dovin, Kranick, Mondak, Solomon, Stahl  
Motion carried 6-0

**CTC OF LACKAWANNA COUNTY JOINT OPERATING COMMITTEE BOARD, October 26, 2023**

**Continued**

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

ROLL CALL: Yes: Cashuric, Dovin, Kranick, Mondak, Solomon, Stahl  
Motion carried 6-0

**ANNOUNCEMENT OF EXECUTIVE SESSIONS:** Legal

Tuesday, October 24, 2023, 6:00-6:57pm

Henry J. Dende Campus, Scranton, Pennsylvania

**COMMUNICATIONS – Administrative Director**

SCRANTON TIMES, SCHOOL NOTES, September 24, 2023:

- Ravyn Reed, Alex Hricko, and Alan Walton (Digital Communication Design)

SCRANTON TIMES, SCHOOL NOTES, October 1, 2023:

- Corey Matoushek (Welding)

SCRANTON TIMES, SCHOOL NOTES, October 8, 2023:

- Shaela Bello (Medical Assisting)

SCRANTON TIMES, SCHOOL NOTES, October 15, 2023:

- Jacob Washeleski (Computer Networking Instructure)

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

**REPORT OF THE DIRECTOR:**

A. CTC enrollment currently stands at 862 students.

- 300 10th graders
- 337 11th graders
- 225 seniors
- PN Program has 30 Level 3 students and 50 Level 1 student.

B. Ms. Rinella and her students were recognized at the NEO Graphics Awards Night in Philadelphia for their publication of the Attyro Coloring Book. The book could not have been possible without Mr. McLane's IAD students who created the various illustrations for the book. Attyro's coloring book is used by SPD's Officer Stelmak when he visits various events to teach children about police dogs and how they help to keep our community safe.

C. CTC has a new store! Ms. Rinella and her students have created a Graphics School Store, the name has yet to be determined. Students learn about the business aspect of running a print company and have created many items for sale including holiday themed attire along with other CTC promotional items. Please stop by and check out all of the neat things they have for sale!

**Continued**

- D. Students from both the Carpentry and Masonry programs participated in Penn College's PA Build My Future event, which allowed students the opportunity to participate in interactive events to learn about the diverse job opportunities in the skilled trades.

Mrs. Jordan surveyed the students after the event to find out what their favorite part of the day was... many reported learning about new technologies such as insulated concrete forms, waterproofing concrete, operating various types of construction vehicles, conducting strengths tests and various tests of speed such as cutting through wood.

- E. IAD and DCD participated in Scranton's Fringe Festival in early October. You can see their illustrations promoting the festival on display at CTC as well as on The Fringe Festival Facebook page.
- F. Ms. Zero and Mr. Jackson along with 13 CTC Student Ambassadors participated in the Lackawanna County SADD Youth Conference. The goal is for the Ambassadors to learn about ways to inspire other students to think twice before engaging in activities that may include alcohol, drugs, or violence.
- G. Back to School Night was last Wednesday. We had many students and their families come out to CTC to see the various projects students have created since the beginning of the school year.
- H. Cosmetology students are once again conducting their community service events by visiting senior centers located in many of our district's communities. They are providing a day of pampering to the residents of these centers.
- I. CTC's 50th anniversary celebration is quickly approaching. We are celebrating by having a 50th OAC anniversary dinner at 5:30 on Wednesday, November 8. Once again, CCP is busy preparing various items for the celebration including our new logo and the invitations for the event.
- J. Scranton Chamber of Commerce is kicking off their Educator In The Workforce (EITW) event at CTC this Thursday. Approximately 50 educators, administrators and board members from many CTC districts will be coming to CTC to learn about how we prepare students to be both Career and College Ready!
- K. PreNOCTI Assessments for seniors are wrapping up this week. I would like to thank Mrs. Jordan, Mrs. Walsh and Mrs. Bieri for coordinating the testing schedule.

L. Ninth grade tours will continue to happen at CTC throughout the month of October and November. The following dates scheduled:

- 10/17: CASD
- 10/18: DSD
- 10/26: MVSD
- 11/1: NPSD
- 11/3: Lakeland
- 11/7: FCRSD
- 11/8: VVSD
- 11/16: West Scranton
- 11/17: SHS

**SUPERINTENDENT OF RECORD:** No Report

**SOLICITOR:** No Report

**OLD BUSINESS:** None

#### **ACTION ITEMS**

Motion by J. Mondak, seconded by M. Solomon, to approve the attached Consulting Contract between CTCLC and the NEIU Educational Programs and Services Department to purchase Act 55: School Safety Training Professional Development Package as recommended by the Director. Package includes a 1-hour presentation template and 2 hours of in-person training on topics to be determined by the LEA. Cost of package is \$1,300. *Attachment #3, supplemental minute book*

**ROLL CALL:** Yes: Cashuric, Dovin, Kranick, Mondak, Solomon, Stahl  
Motion carried 6-0

Motion by G. Cashuric, seconded by J. Dovin, to approve the Perkins Local Articulation Agreement for the Program of Study Alignment for Intro to Petroleum & Natural Gas between Lackawanna College & CTCLC for the 2023-2024 academic year as recommended by the Director. *Attachment #4, supplemental minute book*

**VOICE VOTE:** All Board Members voted YES  
Motion carried 6-0

Motion by C. Stahl, seconded by F. Kranick, to approve the service agreement between Mark Andy Inc and CTCLC for service on Machine Press Presstek34DI-XR as recommended by the Director. The term is one (1) year, October 1, 2023, thru September 30, 2024. Cost of services provided \$11,100.00 annually. *Attachment #5, supplemental minute book*

**ROLL CALL:** Yes: Cashuric, Dovin, Kranick, Mondak, Solomon, Stahl  
Motion carried 6-0

**PERSONNEL ITEMS**

Motion by M. Solomon, seconded by C. Stahl, to create and post the position of Essential Skills Coordinator as recommended by the Director. This position is a 12-month temporary grant funded position with a possible 12-month extension. Job Description is attached.

*Attachment #6, supplemental minute book*

VOICE VOTE: All Board Members voted YES  
Motion carried 6-0

Motion by F. Kranick, seconded by J. Dovin, to appoint Dominick Carachilo as the Compliance Officer/Title IX Coordinator as recommended by the Director.

VOICE VOTE: All Board Members voted YES  
Motion carried 6-0

Motion by C. Stahl, seconded by G. Cashuric, to accept the resignation of Rohland Teal, Full Time Maintenance, as of October 13, 2023, and post for said position as recommended by the Director.

VOICE VOTE: All Board Members voted YES  
Motion carried 6-0

Motion by J. Dovin, seconded by M. Solomon, to approve the PDE Emergency Permit 06 for Molly Cerep, Michael Stepanovich, and Leslie Torquato as Day-to-Day CTCLC Instructional Substitutes All Vocational Areas for the 2023-2024 year as recommended by the Director.

VOICE VOTE: All Board Members voted YES  
Motion carried 6-0

**ADDENDUM ITEMS:**

Motion by M. Solomon, seconded by J. Dovin, to appoint Jeffrey Gilpin to the position of BMT 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, Dovin, Kranick, Mondak, Solomon, Stahl  
Motion carried 6-0

**NEW BUSINESS:** None

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

**PROGRAM PRESENTATION:** John Moran, CTCLC Computer Networking Instructor

Motion by J. Mondak, seconded by J. Dovin, to adjourn the regular meeting. Meeting adjourned at 7:32pm

VOICE VOTE: All Board Members voted YES  
Motion carried 6-0

**INFORMATION ITEMS:**

**Next Board Meeting Date and Time**

**November 28, 2023**

**Executive Session: 6:00 pm**

**Board Business Meeting: 7:00 pm**

**Informational Session to follow**

**STUDENT EVENTS:**

CTCLC 50<sup>th</sup> Anniversary Celebration – November 8, 2023

Respectfully submitted,

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