

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

The September monthly meeting of the Career Technology Center of Lackawanna County Joint Operating Committee Board was held on September 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.

Directors Present

Directors Absent

Mr. Joseph Mondak, Valley View (President)
Mr. Mark Solomon, Lakeland (Vice-President)
Mr. William Burke, North Pocono (Secretary)
Mr. Francis Kranick, Dunmore (Treasurer)
Mr. Glenn Cashuric, Mid-Valley
Mr. James Dovin, Carbondale
Mr. Christopher Stahl, Forest City

Mr. Sean McAndrew, Scranton

Seven (7) Board Members Present, One (1) Board Member Absent.

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

Others Absent: None

Visitors Present: Colleen Stepanovich, Continuing Education Coordinator, CTCLC, Dominick Carachilo, Assistant Principal, CTCLC, Chief John J. Judge, Fire Department, City of Scranton

Motion by J. Mondak, seconded by J. Dovin, to approve the agenda: September 26, 2023.

VOICE VOTE: All Board Members voted YES
Motion carried 7-0

Motion by J. Mondak, seconded by C. Stahl, to approve the minutes of the monthly meeting: August 22, 2023.

VOICE VOTE: All Board Members voted YES
Motion carried 7-0

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

ROLL CALL: Yes: Dovin, Stahl, Solomon, Burke, Kranick, Cashuric, Mondak
Motion carried 7-0

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Motion by J. Mondak, seconded by G. Cashuric, to Request Approval of Bills for August 2023: *Attachment #2, supplemental minute book.*

ROLL CALL: Yes: Dovin, Stahl, Solomon, Burke, Kranick, Cashuric, Mondak
Motion carried 7-0

ANNOUNCEMENT OF EXECUTIVE SESSIONS: Personnel and Legal
Tuesday, September 26, 2023, 6:00-7:05pm
Henry J. Dende Campus, Scranton, Pennsylvania

COMMUNICATIONS – Administrative Director

Scranton Times, School Notes, September 10, 2023:

- Juliana Pano-Levy, Jaiden Ayala, Emma Jo Burrasca, Kyara Rodriguez, Yessamin Morales, Marilyn Moctezuma, and Maggie McGurrin (CTCLC Cosmetology)
- Caroline Pickard (Forest City Regional & CTCLC Ambassador)

Scranton Times, School Notes, September 17, 2023:

- Logan Baum (Dunmore & CTCLC Automotive Program)

Scranton Times, School Notes, September 15, 2023:

- Wayne Memorial Hospital Employees graduate CTCLC PN Program as Practical Nurses

Scranton Times, Classified: HVAC Position Posting

- August 25 thru August 27, 2023
- September 15 thru September 17, 2023

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

REPORT OF THE DIRECTOR:

1. CTC enrollment currently stands at 874 students:
 - 302 10th graders
 - 346 11th graders
 - 226 seniors
 - PN Program has 30 Level 3 students and 50 Level 1 students
2. There were three (3) in-service days at the start of the school year. Feedback on the staff survey assessing their perception was very positive. Many said they enjoyed the presentation pertaining to addressing diversity including the presentation on LGBTQIA+.
3. New Student Orientation was Wednesday, August 30, 2023, and we had approximately 325 new students attend along with their families. The following student ambassadors volunteered to help with the event:
 - a. Molly Dingwell (Dunmore SD)
 - b. Cara Langman (FCRSD)
 - c. Rhys Fortuner (FCRSD)

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- d. Clayton Tucker (Lakeland)
 - e. Connor McCollum (NPSD)
 - f. Jason Castrogiovanni (NPSD)
 - g. Erika Vinas (West High School)
 - h. Samantha Fuchylo (West High School)
4. CTC hosted CASD's September Board meeting with a dinner prepared and served by our own CTC students. A tour was also provided to all members. We welcome to host any of our district's board meetings throughout the school year. The following culinary students volunteered to help the event:
 - a. Madison Tice (CASD)
 - b. Luigi Vitucci (Lakeland)
 - c. Kaegan Calpin (SHS)
 - d. Will Teaman (SHS)
 5. We are preparing for our 50th Anniversary Celebration, which will be during our fall JOC Meeting. The dinner celebration will be between the various OAC meetings and will begin at 5:30pm 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.
 6. Scranton Chamber of Commerce is kicking off their Educator In The Workforce (EITW) event at CTC once again. The first day is at CTC on Thursday, October 26, 2023. Teachers, administrators, and board members from districts located throughout Lackawanna County will be visiting CTC on this day.
 7. Mr. Linko and Ms. Zero have started a new student event with having students paint their own CTC parking spaces. This is scheduled for Sunday, October 1st from 10:00am-3:00pm.
 8. PreNOCTI Assessments for seniors will be conducted throughout October.
 9. Member district tours at CTC are starting in October with the following dates scheduled:
 - a. 10/17: CASD
 - b. 10/18: DSD
 - c. 10/26: MVSD
 - d. 11/1: NPSD
 - e. 11/3: Lakeland
 - f. 11/7: FCRSD
 - g. 11/8: VVSD
 - h. 11/16: West Scranton
 - i. 11/17: SHS
 10. Back to School Night will be Wednesday, October 18, 2023, 5:00-7:00pm.

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SUPERINTENDENT OF RECORD: No Report

SOLICITOR: No Report

OLD BUSINESS: None

ACTION ITEMS

Motion by W. Burke, seconded by M. Solomon, to approve the renewal agreement between Scranton Counseling Center and CTCLC to cooperate in the implementation of the Student Assistance Program (SAP) for the 2023-2024 contract year as recommended by the by the Director. *Attachment #3, supplemental minute book*

VOICE VOTE: All Board Members voted YES
Motion carried 7-0

Motion by J. Dovin, seconded by C. Stahl, to approve the Student Assistance Program (SAP) letter of agreement between NEIU 19 and CTCLC for the 2023-2024 school year as recommended by the Director. *Attachment #4, supplemental minute book*

VOICE VOTE: All Board Members voted YES
Motion carried 7-0

Motion by G. Cashuric, seconded by F. Kranick, to approve use of the Remind App as a secure communication platform between students, parents and teachers as recommended by the Director. *Attachment #5, supplemental minute book*

VOICE VOTE: All Board Members voted YES
Motion carried 7-0

Motion by J. Dovin, seconded by M. Solomon, to approve the agreement between NRG Controls North, INC and CTCLC for four (4) predictive and preventative maintenance visits on the campus fire alarm system as recommended by the Director. The agreement shall begin on October 1, 2023 and continue thru June 30, 2024. Cost of services provided is as follows: \$5,200 Contract Year 1, \$5,200.00 Contract Year 2, \$5,350.00 Contract Year 3. *Attachment #6, supplemental minute book*

ROLL CALL: Yes: Dovin, Stahl, Solomon, Burke, Kranick, Cashuric, Mondak
Motion carried 7-0

Motion by J. Mondak, seconded by C. Stahl, to approve the agreement between Johnson Controls Fire Protection LP and CTCLC for fire alarm testing and inspection as recommended by the Director. The term is one (1) year, September 1, 2023, thru August 31, 2024. Cost of services provided \$2,998.00. *Attachment #7, supplemental minute book*

ROLL CALL: Yes: Dovin, Stahl, Solomon, Burke, Kranick, Cashuric, Mondak
Motion carried 7-0

Motion by G. Cashuric, seconded by W. Burke, to approve the agreement between Active Internet Technologies, dba Finalsity, and CTCLC to manage Core Communication Platform, Blackboard as recommended by the Director. The term of the order is for the three (3) year period beginning from the effective date. The cost is as follows; Period 1: July 1, 2023 amount \$4,365.00, Period 2: July 1, 2024 amount \$4,665.00 and Period 3: July 1, 2025 amount \$4,965.00. *Attachment #8, supplemental minute book*

ROLL CALL: Yes: Dovin, Stahl, Solomon, Burke, Kranick, Cashuric, Mondak
Motion carried 7-0

ADDENDUM ITEM:

Motion by J. Dovin, seconded by M. Solomon, to authorize the Director to enter into a COSTARS agreement with Tasca Ford to purchase a vehicle with comparable specifications to the proposed Ford F-550 4x4 XL Chassis with 9' Dump Body, not to exceed the after-trade-in price of \$57,151.00. *Attachment #9, supplemental minute book*

ROLL CALL: Yes: Dovin, Stahl, Solomon, Burke, Kranick, Cashuric, Mondak
Motion carried 7-0

PERSONNEL ITEMS

Motion by M. Solomon, seconded by J. Dovin, to accept the resignation of Cody Mowry, BMT Instructor on September 15, 2023, and to post for said position. Mr. Mowry's employment at CTC shall not exceed 60 days from his letter of resignation (November 13, 2023) as per Pennsylvania School Code as recommended by the Director.

VOICE VOTE: All Board Members voted YES
Motion carried 7-0

Motion by F. Kranick, seconded by C. Stahl, to approve 2 weeks annual vacation plus benefits in accordance with non-contracted personnel for ID#2023-707 as recommended by the Director.

VOICE VOTE: All Board Members voted YES
Motion carried 7-0

Motion by W. Burke, seconded by F. Kranick, to approve Jaelyn Nelson and Ricardo Vazquez, CTCLC Service Occupations Students, to the Part Time Transition Maintenance position at the hourly rate of \$10.00 as recommended by the Director.

ROLL CALL: Yes: Dovin, Stahl, Solomon, Burke, Kranick, Cashuric, Mondak
Motion carried 7-0

Motion by J. Dovin, seconded by G. Cashuric, to transfer Elizabeth Reifler to the position of Part Time Mathematics Instructor, 0.65 FTE. Salary will be based on a 0.65 prorated salary from the CBA Lackawanna County Area Vocational Technical Federation of Teachers effective for the 2023-2024 school year, as recommended by the Director.

ROLL CALL: Yes: Dovin, Stahl, Solomon, Burke, Kranick, Cashuric, Mondak
Motion carried 7-0

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Motion by G. Cashuric, seconded by W. Burke, to appoint Caitlyn Ondrako to the position of Lab Assistant - Culinary at the annual salary of \$17,000 (188 days, 10 months). This position is contingent upon receipt of all required clearances and pre-employment drug screening, otherwise the appointment will be null and void.

ROLL CALL: Yes: Dovin, Stahl, Solomon, Burke, Kranick, Cashuric, Mondak
Motion carried 7-0

Motion by C. Stahl, seconded by G. Cashuric, to appoint Stephanie Longstreet to the position of Part Time Cafeteria at the salary of \$12.00 per hour. This position is contingent upon receipt of all required clearances and pre-employment drug screening, otherwise the appointment will be null and void.

ROLL CALL: Yes: Dovin, Stahl, Solomon, Burke, Kranick, Cashuric, Mondak
Motion carried 7-0

Motion by M. Solomon, seconded by J. Dovin, to approve the PDE Emergency Permit 06 for George Linko as day-to-day CTCLC Instructional Substitute for the 2023-2024 year as recommended by the Director.

VOICE VOTE: All Board Members voted YES
Motion carried 7-0

Motion by G. Cashuric, seconded by F. Kranick, to approve the PDE Emergency Permit 06 Reissuance for Kimberly Maholick as day-to-day CTCLC Instructional Substitute for the 2023-2024 year as recommended by the Director.

VOICE VOTE: All Board Members voted YES
Motion carried 7-0

Motion by J. Mondak, seconded by C. Stahl, to approve Thomas Czachor to the position of SkillsUSA Advisor for the 2023-2024 school year. Compensation as per the Collective Bargaining Agreement Lackawanna County Area Vocational-Technical Federation of Teachers as recommended by the Director.

ROLL CALL: Yes: Dovin, Stahl, Solomon, Burke, Kranick, Cashuric, Mondak
Motion carried 7-0

Motion by W. Burke, seconded by F. Kranick, to approve Nicole Walsh to the position of the NTHS Advisor for the 2023-2024 school year. Compensation as per the Collective Bargaining Agreement Lackawanna County Area Vocational-Technical Federation of Teachers as recommended by the Director.

ROLL CALL: Yes: Dovin, Stahl, Solomon, Burke, Kranick, Cashuric, Mondak
Motion carried 7-0

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Motion by M. Solomon, seconded by G. Cashuric, to approve John Moran to the position of Student Council Advisor (Pending Plan Approval) for the 2023-2024 school year.

Compensation as per the Collective Bargaining Agreement Lackawanna County Area Vocational-Technical Federation of Teachers as recommended by the Director.

ROLL CALL: Yes: Dovin, Stahl, Solomon, Burke, Kranick, Cashuric, Mondak
Motion carried 7-0

Motion by G. Cashuric, seconded by J. Dovin, to accept the Director's recommendation to appoint Christine Menichini to the position of Lead Teacher for a three (3) year term 2023-2024, 2024-2025, 2025-2026. Compensation as per the Collective Bargaining Agreement Lackawanna County Area Vocational-Technical Federation of Teachers.

ROLL CALL: Yes: Dovin, Stahl, Solomon, Burke, Kranick, Cashuric, Mondak
Motion carried 7-0

ADDENDUM ITEMS:

Motion by J. Dovin, seconded by M. Solomon, to approve the Director to create and post a job vacancy at CTCLC for a school security personnel that meets the requirements of Pennsylvania School Code including Act 67 of 2019. Salary range is not to exceed \$60,000 and will be funded through a grant made available by the Pennsylvania Commission on Crime and Delinquency (PCCD).

ROLL CALL: Yes: Dovin, Stahl, Solomon, Burke, Kranick, Cashuric, Mondak
Motion carried 7-0

Motion by M. Solomon, seconded by W. Burke, to approve the Director's raise of 2.5% based on a satisfactory evaluation for the 22-23 school year, as per the Director's Employment Agreement ending June 30, 2027.

ROLL CALL: Yes: Dovin, Stahl, Solomon, Burke, Kranick, Cashuric, Mondak
Motion carried 7-0

Motion by G. Cashuric, seconded by J. Dovin, to extend the Non-Contracted Full Time position of Learning Loss Recovery Coordinator of Employee # 2023-676. This position is a temporary grant-funded position with the possible extension thru the 2023-2024 school year.

ROLL CALL: Yes: Dovin, Stahl, Solomon, Burke, Kranick, Cashuric, Mondak
Motion carried 7-0

NEW BUSINESS: None

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

PROGRAM PRESENTATION: Fire Department, City of Scranton, Chief John J. Judge IV

Motion by J. Mondak, seconded by W. Burke, to adjourn the regular meeting. Meeting adjourned at 7:50pm

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INFORMATION ITEMS:

Next Board Meeting Date and Time

October 24, 2023

Executive Session: 6:00 pm

Board Business Meeting: 7:00 pm

Informational Session to follow

STUDENT EVENTS:

CTCLC Senior's Paint Parking: October 1, 2023 (Rain Date October 15, 2023)

CTCLC Back to School Night: October 18, 2023

CTCLC Student Monthly Success Luncheon October 27, 2023

BOARD INFORMATION:

CTCLC Principal's Meeting Minutes, August 2023

CTCLC Safety Committee Minutes, August 2023

CTCLC Practical Nursing Program Fully Approved by the PA DOH

Respectfully submitted,

William Burke
Secretary
CTC of Lackawanna County JOC