

CTC OF LACKAWANNA COUNTY JOINT OPERATING COMMITTEE BOARD

January 24, 2023

The January monthly meeting of the Career Technology Center of Lackawanna County Joint Operating Committee Board was held on January 24, 2023 at the Henry J. Dende Campus, 3201 Rockwell Avenue, Scranton, Pennsylvania.

The meeting was called to order by Joseph Mondak, President at 07:02 pm.

The group joined in the Pledge of Allegiance.

Directors Present

Mr. Joseph Mondak, Valley View (President)
Mr. Mark Solomon, Lakeland (Vice-President)
Mr. William Burke, North Pocono (Secretary)
Mr. Sean McAndrew, Scranton
Mr. Stephen Ursich, Forest City
Mr. Glenn Cashuric, Mid-Valley
Mr. James Dovin, Carbondale
Seven (7) Board Members Present One (1) Board Member Absent

Directors Absent

Mr. Francis Kranick, Dunmore (Treasurer)

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: Dominick Carachilo, Assistant Principal, CTCLC, Janet Yontas, Director of Practical Nursing, CTCLC and Alex Zero, Career Resource Coordinator, CTCLC.

January 2023 - School Director Recognition Month! CTC would like to honor you for your outstanding service and commitment to vocational/public education.

Motion by J. Mondak, seconded by W. Burke, to approve the agenda - January 24, 2023.
Voice Vote-All Board Members voted yes. Motion carried 7-0

Motion by J. Mondak, seconded by M. Solomon, to approve the minutes of the reorganization meeting - December 20, 2022.
Voice Vote-All Board Members voted yes. Motion carried 7-0

Motion by J. Mondak, seconded by G. Cashuric, to approve the minutes of the monthly meeting-December 20, 2022.
Vote-All Board Members voted yes. Motion carried 7-0

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

ROLL CALL: Yes - Messrs. Dovin, Ursich, Solomon, Burke, McAndrew, Cashuric and Mondak
Motion carried 7-0

Motion by J. Mondak, seconded by J. Dovin, to Request Approval of Bills for December 2022 & January 2023 –Attachment #2, supplemental minute book.

ROLL CALL: Yes - Messrs. Dovin, Ursich, Solomon, Burke, McAndrew, Cashuric and Mondak

Motion carried 7-0

ANNOUNCEMENT OF EXECUTIVE SESSIONS: Personnel

Tuesday, January 24, 2023 - 6:00 to 6:59 pm

Henry J. Dende Campus, Scranton, Pennsylvania

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.

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

REPORT OF THE DIRECTOR :

1. CTC enrollment currently stands at 847 highschool students
 - 364 10th graders
 - 270 11th graders
 - 213 12th graders
 - 56 PN students (20 Level 3; 36 Level 1)
2. The January Student of the Month are:
 - Seniors from FCRSD, Calie Carter (Cybersecurity) and Maiya Rizner (carpentry)
 - Brendan Rucks, junior, Automotive, Valley View

(see attachment for more information on students)
3. The Lackawanna College Petroleum Natural Gas courses have begun at CTC. We currently have 24 students enrolled, eleven juniors and thirteen seniors are enrolled. Courses are offered at CTC every Tuesday. All tuition and expenses including books and protective equipment is paid for by Coterra Energy.

- AHSD - 2 students
 - DSD - 3 students
 - FCRSD - 1 student
 - LSD - 3 student
 - MVSD - 1 student
 - NOSD - 3 students
 - SSD - 8 students (4 in each HS)
 - VVSD - 3 students
4. The second and third round of SkillsUSA District Competitions occurred in January at LCCC and January 19th for the TeamWorks Competition. [The students won 28 Gold, 21 Silver, and 12 Bronze medals.](#) This is the largest group of winners to date! Gold medal winners will now go on to compete in Hershey, April 12-14 representing District 1 at the 2023 SkillsUSA Pennsylvania Leadership and Skill Championships. Mr. Czachor, SkillsUSA Advisor, would like to thank the JOC for supporting our students.
- 5.. The online application for new students is now open and student shadowing opportunities begin next week with Valley, Dunmore, Mid Valley and Carbondale all scheduled within the next few weeks. Both the Digital Media program and the Print Production program have created interactive visual displays to promote awareness of CTC programming and the application process in our member districts. Thank you to both the students and teachers, Mr. Georgetti and Ms. Rinella for working diligently on
6. Students in Print Production along with Ms. Rinella will be traveling to Charlotte, NC to compete in the international Phoenix Flexographic Skills Challenge in March.
7. Twenty of the twenty-eight December 2022 grads have taken their State Boards of Nursing License to date and have passed - first time - receiving LPN license.

SUPERINTENDENT OF RECORD: No Report

SOLICITOR: No Report

OLD BUSINESS: None

ACTION ITEMS

Motion by W. Burke, seconded by J. Dovin, 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 supplemental minute book.

Voice Vote-All Board Members voted yes. Motion carried 7-0

Motion by S. Ursich, seconded by S. McAndrew, 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 supplemental minute book.

Voice Vote-All Board Members voted yes. Motion carried 7-0

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

Voice Vote-All Board Members voted yes. Motion carried 7-0

Motion by G. Cashuric, seconded by S. Ursich, 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.

ROLL CALL: Yes - Messrs. Dovin, Ursich, Solomon, Burke, McAndrew, Cashuric and Mondak

Motion carried 7-0

Motion by S. Ursich, seconded by W. Burke, 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.

ROLL CALL: Yes - Messrs. Dovin, Ursich, Solomon, Burke, McAndrew, Cashuric and Mondak

Motion carried 7-0

Motion by G. Cashuric, seconded by W. Burke, 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

ROLL CALL: Yes - Messrs. Dovin, Ursich, Solomon, Burke, McAndrew, Cashuric and Mondak

Motion carried 7-0

Motion by M. Solomon, seconded by J. Dovin, 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.

ROLL CALL: Yes - Messrs. Dovin, Ursich, Solomon, Burke, McAndrew, Cashuric and Mondak
Motion carried 7-0

PERSONNEL ITEMS

Motion by J. Dovin, seconded by S. Ursich, to approve the resignation of Janeen Shuleski, Collision Repair Technology Instructor effective January 2, 2023 and to post for said position.

Voice Vote-All Board Members voted yes. Motion carried 7-0

Personnel Motion B 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. Motion was tabled due to lack of a candidate.

Motion by J. Dovin, seconded by M. Solomon, 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.

ROLL CALL: Yes - Messrs. Dovin, Ursich, Solomon, Burke, McAndrew, Cashuric and Mondak
Motion carried 7-0

Motion by G. Cashuric, seconded by S. Ursich, 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 monthly retainer at the rate of \$150/hour (bills to be submitted monthly) effective January 19, 2023.

ROLL CALL: Yes - Messrs. Dovin, Ursich, Solomon, Burke, McAndrew, Cashuric and Mondak
Motion carried 7-0

ADDENDUM ITEMS: NONE

NEW BUSINESS: None

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

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

CTC of Lackawanna County

January 24, 2023

Page 6-6

Motion by J. Mondak, seconded by W. Burke, to adjourn the regular meeting. Meeting adjourned at 7:31 pm.
Voice Vote-All Board Members voted yes. Motion carried 7-0

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

Respectfully submitted,

William Burke

Secretary

CTC of Lackawanna County JOC