

**CTC OF LACKAWANNA COUNTY
JOINT OPERATING COMMITTEE BOARD
April 23, 2024**

The April monthly meeting of the Career Technology Center of Lackawanna County Joint Operating Committee Board was held on April 23, 2024, at the Henry J. Dende Campus, 3201 Rockwell Avenue, Scranton, Pennsylvania.

The meeting was called to order by Joseph Mondak, President at 07:00pm.

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. Glenn Cashuric, Mid-Valley (Secretary)
Mr. Francis Kranick, Dunmore (Treasurer)
Mr. Timothy Bracey, North Pocono
Mr. James Dovin, Carbondale
Mr. Sean McAndrew, Scranton
Mr. Christopher Stahl, Forest City

All Eight (8) Board Members Present

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

Others Absent: Mr. James McHale, Chief Financial Officer CTCLC

Visitors Present: Dominick Carachilo, CTCLC Assistant Principal, Colleen Stepanovich, CTCLC Continuing Education Coordinator, Thomas Czachor, CTCLC Instructor, SkillsUSA Advisor, Kathy Czachor, CTCLC Lab Assistant, Lisa Bieri, CTCLC Supervisor of Special Education, Dave Bieri

Motion by J. Mondak, seconded by M. Solomon, to approve the agenda: April 23, 2024.

VOICE VOTE: All Board Members voted YES
Motion carried 8-0

Motion by J. Mondak, seconded by C. Stahl, to approve the minutes of the monthly meeting: March 26, 2024.

VOICE VOTE: All Board Members voted YES
Motion carried 8-0

CTC OF LACKAWANNA COUNTY JOINT OPERATING COMMITTEE BOARD, April 23, 2023

Continued

Motion by J. Mondak, seconded by J. Dovin, to approve the Report of the Treasurer, March 2024: *Attachment #1, supplemental minute book.*

ROLL CALL: Yes: Bracey, Cashuric, Dovin, Kranick, McAndrew, Mondak,
Solomon, Stahl
Motion carried 8-0

Motion by J. Mondak, seconded by S. McAndrew, to Request Approval of Bills for March 2024: *Attachment #2, supplemental minute book.*

ROLL CALL: Yes: Bracey, Cashuric, Dovin, Kranick, McAndrew, Mondak,
Solomon, Stahl
Motion carried 8-0

ANNOUNCEMENT OF EXECUTIVE SESSIONS: Personnel

Tuesday, April 23, 2024, 6:00-7:00pm
Henry J. Dende Campus, Scranton, Pennsylvania

COMMUNICATIONS – Administrative Director

SCRANTON TIMES, SCHOOL NOTES, March 24, 2024:

- Glen Labolt: Collision Repair (North Pocono)
- Jacob Cleveland (North Pocono): HVAC

SCRANTON TIMES, SCHOOL NOTES, April 7, 2024:

- Donald Stephens: Welding (Lakeland)
- Connor McColum (North Pocono): Welding

SCRANTON TIMES, SCHOOL NOTES, April 14, 2024:

- Mitchell Alexander: Electrical (Lakeland)

TIMES LEADER, March 30, 2024:

- CTCLC Students, SCHOTT Innovation Challenge

PA homepage, April 8, 2024:

- CTCLC Illustration and Design, Community Service project.

CTC FACEBOOK COMMUNICATIONS, March 2024/April 2024:

- CTCLC Students of the Month
- CTCLC SkillsUSA
- CTCLC student competes at the American Welding Society (AWS) competition
- CTCLC supports C.A.S.U.A.L. Day
- CTCLC Welding students tour Philadelphia Shipyard
- CTCLC Annual Burger Competition
- CTCLC competes at the Phoenix Challenge
- CTCLC Culinary Students cater for NEIU event

COMMENTS BY VISITORS (Agenda Items only): None

REPORT OF THE DIRECTOR:

CTC enrollment currently stands at 807 students:

- 10th : 279 students
- 11th : 315 students
- 12th : 213 students

*Current new student applications for next year are 399. There were 418 AM students enrolled for 2023.2024. It appears that we are on track to surpass this year's enrollment.

PN Program: 68 students

- Level 1: 37 students
- Level 3: 31 students

March Students of the Month are:

- Amirah Burrell, a senior in the Medical Assistant Program (Mrs. Savo) from West Scranton HS,
- Jessica Curtis, a junior in BMT (Mr. Gilpin) from FCRSD
- Elias Rios, a sophomore in Child Development (Mrs. Lenceski) from West Scranton

All students receive a \$50 gift certificate from Fastenal and will attend CTC's monthly student success luncheon recognizing their accomplishments.

Additional Supplemental Grant monies have been awarded to CTC. We are receiving approximately an additional \$90K for a total of \$180K in Supplemental Grant money for the 23-24 SY. Thank you once again to Colleen Stepanovich for her tireless work on obtaining grant approval and overseeing expenditures.

Approximately 40 students attended the Pennsylvania SkillsUSA state competitions in Hershey earlier this month. The following medals were awarded to our students:

- First Place - Gold Medal: Early Childhood Education - Melanie Olverra from West Scranton
- Second Place - Silver Medals:
Career Pathways Showcase: Arts and Communication:
Emily Thomas (West Scranton), Sarah McLain (Lakeland), and Bergina Neves (Lakeland)
Team Works:
Mason Richards (North Pocono) Building Mechanics, Ethan Vaughn (West Scranton) Electrical, Jake Knick (Valley View) Plumbing, and Jason Oakey (Mid Valley) Carpentry.
- Third Place - Bronze Medals:
FIRST Aid/CPR: Zoe Jane Beavers (North Pocono)
Nurse Assistant: Syren Pearson- (North Pocono)

A special thank you to Mr. and Mrs. Czachor for coordinating the trip and ensuring all of the students had the necessary items for their individual competitions.

Continued

Fifty-six seniors were inducted into the National Technical Honor Society Induction Ceremony on April 18, 2024. It is our largest group to date. This means students met the rigorous criteria of maintaining an average of 90 or better in their program while at CTC, had no more than 5 absences in a school year, and must not have any discipline issues. Congratulations to all students on their hard work and thank you to Mrs. Walsh for serving as the advisor to this event.

Cory Matoushek, a senior enrolled in the welding program won first place in the American Welding Society's (AWS) 53rd annual welding competition in Lehigh Valley. He won multiple prizes including a Welder supplied from Miller Electric and a \$1,500 Scholarship to Northampton Community College. Cory is a senior from FCRSD.

Mrs. Savo and Mrs. Chesnick along with the students in the HOT programs organized the NE Regional Cancer Society's CASUAL Day at CTC. Because of the students and teachers' efforts, approximately \$3600 was raised for colon cancer awareness.

Ms. Rinella's students recently competed in the international Phoenix Challenge in North Carolina. Ella Wilson (11th grade - AHSD) and Rayvn Reed (12th grade - Lakeland SD) won 3rd place in this international competition. They received a perfect score on plate mounting. Lailaali Cruz (11th grade - Dunmore) won a special teamwork award for working with a partner from another school that she just met that week. All three students earned their FIRST level 1 Flexo Pressman certifications.

Some of our culinary students along with their teachers Chef Steve and Chef Mark catered an outdoor BBQ for 160 students and teachers at NEIU's Academic Challenge competition in Archbald, PA. Thank you also to Mrs. Chris and Mrs. Caitlynn who helped with the event.

NOCTI testing is wrapping up this week for our seniors. Thank you to Mrs. Jordan, Mrs. Walsh, and Mrs. Bieri for organizing all of the various testing accommodations and schedules. Thank you to the teachers as well for preparing their students for this important assessment.

There are lots of events are on the horizon for our seniors so please join us at any of the following events:

- Co-Op Banquet - May 2, 2024, 6:00PM
- NEIU's Scholar of the Year event - May 9, 2024, 6:15PM
- CTC's Awards Night/Graduation - May 23, 2024, 6:00PM

SUPERINTENDENT OF RECORD: None

SOLICITOR: None

OLD BUSINESS: None

ACTION ITEMS

Motion by J. Mondak, seconded by F. Kranick, to approve the request from Tom Czachor, SkillsUSA Advisor and one (1) CTCLC chaperone to accompany two (2) CTCLC students to the SkillsUSA National Leadership and Skills Conference in Atlanta, GA June 24-29, 2024, as recommended by the Director. Total cost will be approximately \$7,000. The cost for registration, lodging and transportation will be covered by Perkins.

ROLL CALL: Yes: Bracey, Cashuric, Dovin, Kranick, McAndrew, Mondak,
Solomon, Stahl
Motion carried 8-0

Motion by M. Solomon, seconded by G. Cashuric, to approve the CSIU eService price schedule agreement for software services for the 2024-2025 school year as recommended by the Director. The price schedule includes the following modules: Financials, Student Information System, GURUBoard, On-Line Registration, JobReady Work-Based Learning and SCView Doc Management System. The price schedule acceptance is required annually by the CSIU/CTC contract. *Attachment #3, supplemental minute book*

ROLL CALL: Yes: Bracey, Cashuric, Dovin, Kranick, McAndrew, Mondak,
Solomon, Stahl
Motion carried 8-0

Motion by G. Cashuric, seconded by S. McAndrew, to approve the Johnson Controls Planned Service Agreement as recommended by the Director. The service agreement for one year is \$9,037.00 commencing on July 1, 2024, and ending June 30, 2025 (2023-2024 Service Agreement \$8,395.00, 2022-2023 Service Agreement \$7,772.00) *Attachment #4, supplemental minute book*

ROLL CALL: Yes: Bracey, Cashuric, Dovin, Kranick, McAndrew, Mondak,
Solomon, Stahl
Motion carried 8-0

Motion by F. Kranick, seconded by C. Stahl, to approve, for a 30-day review, the following textbooks:

- i. Industrial Maintenance and Mechatronics, 2nd Edition (G-W Publisher). ISBN: 978-1-6377-6711-5. Motion for final adoption will be approved at the May JOC Meeting. Textbook available for JOC Review
- ii. Welding, Principles and Applications, 9th Edition (Cengage Publisher). ISBN: 978-0-3573-7765-9. Motion for final adoption will be approved at the May JOC Meeting. Textbook available for JOC Review
- iii. Welding, Principles and Applications, Study Guide/Workbook. 9th Edition (Cengage Publisher). ISBN: 978-0-357-37769-7. Motion for final adoption will be approved at the May JOC Meeting. Textbook available for JOC Review

VOICE VOTE: All Board Members voted YES
Motion carried 8-0

Continued

Motion by J. Dovin, seconded by G. Cashuric, to approve the Articulation Agreement between Luzerne County Community College and CTCLC for the period July 1, 2024 through June 30, 2029 to maximize opportunities for students who complete Communication Arts program (CIP_50.0402). *Attachment #5, supplemental minute book*

VOICE VOTE: All Board Members voted YES
Motion carried 8-0

Motion by S. McAndrew, seconded by T. Bracey, to approve the Articulation Agreement between Lackawanna College and CTCLC for students in the Culinary Arts program. Contract period is for the High School Graduation Years 2023, 2024, and 2025 as recommended by the Director:

- i. Culinary Arts (CIP 52.0503) Attachment #6, supplemental minute book*
- ii. Baking & Pastry Arts (CIP 12.0501) Attachment #7, supplemental minute book*
- iii. Hospitality Management (CIP 52.0901) Attachment #8, supplemental minute book*

VOICE VOTE: All Board Members voted YES
Motion carried 8-0

Motion by G. Cashuric, seconded by F. Kranick, to approve, approve the reduction of Practical Nursing curriculum hours from 1,560 to the State Board minimum requirement of 1,500 hours as of July 1, 2024, as mandated by US DOE amendment to Title IV of the Higher Education Act of 1965.

VOICE VOTE: All Board Members voted YES
Motion carried 8-0

PERSONNEL ITEMS

Motion by M. Solomon, seconded by J. Dovin, to accept the retirement request of Lisa Bieri, Supervisor of Special Education, at the end of the 2023.2024 school year.

VOICE VOTE: All Board Members voted YES
Motion carried 8-0

Motion by C. Stahl, seconded by M. Solomon, post the position of Supervisor of Special Education as recommended by the Director. This position is a 12-month, 260-day position covered by the School Administrative Team (Act 93) Contract. *Attachment #8, supplemental minute book*

VOICE VOTE: All Board Members voted YES
Motion carried 8-0

Motion by T. Bracey, seconded by M. Solomon, to accept the retirement request of Mary J. Lavelle, PN Instructor, at the end of the 2023.2024 school year and to post for said position.

VOICE VOTE: All Board Members voted YES
Motion carried 8-0

The JOC wishes all the best to Mrs. Lavelle!

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Continued

Motion by G. Cashuric, seconded by F. Kranick, to change the title of Career Resource Coordinator to Community Outreach Coordinator as recommended by the Director. Job description attached. *Attachment #10, supplemental minute book*

VOICE VOTE: All Board Members voted YES
Motion carried 8-0

NEW BUSINESS: None

COMMENTS FROM VISITORS (Courtesy of the Floor): Tom Czachor thanked the JOC for their continued support of SkillsUSA.

Motion by J. Mondak, seconded by S. McAndrew, to adjourn the regular meeting. Meeting adjourned at 7:20pm

VOICE VOTE: All Board Members voted YES
Motion carried 8-0

INFORMATION ITEMS:

Safety Committee Minutes
Principals' Meeting Minutes

Next Board Meeting Date and Time

Date: May 21, 2024
Executive Session: 6:00 pm
Board Business Meeting 7:00 pm
Informational Session to follow

Student Events:

05.02.2024	CTCLC Co-Op Banquet	05.07.2024	CTCLC Career Fair
05.09.2024	CTCLC NEIU Scholar of the Year	05.17.2024	CTCLC Senior Sendoff
05.23.2024	CTCLC GRADUATION!		

Respectfully submitted,

Glen Cashuric
Board Secretary
CTC of Lackawanna County JOC