

**CTC OF LACKAWANNA COUNTY
JOINT OPERATING COMMITTEE BOARD
March 26, 2024**

The March monthly meeting of the Career Technology Center of Lackawanna County Joint Operating Committee Board was held on March 26, 2024, at the Henry J. Dende Campus, 3201 Rockwell Avenue, Scranton, Pennsylvania.

The meeting was called to order by Joseph Mondak, President at 07:01pm.

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. James Dovin, Carbondale
Mr. Sean McAndrew, Scranton
Mr. Christopher Stahl, Forest City

Mr. Francis Kranick, Dunmore (Treasurer)
Mr. Timothy Bracey, North Pocono

Six (6) Board Members Present, Two (2) Board Members Absent.

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

Others Absent: None

Visitors Present: Dominick Carachilo, CTCLC Assistant Principal, Colleen Stepanovich, CTCLC Continuing Education Coordinator, Arthur D. Baker, CTCLC AMT Instructor

Motion by J. Mondak, seconded by C. Stahl, to approve the agenda: March 26, 2024.

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: February 27, 2024.

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

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

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

Continued

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

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

ANNOUNCEMENT OF EXECUTIVE SESSIONS: Personnel

Tuesday, March 26, 2024, 6:04-7:01pm

Henry J. Dende Campus, Scranton, Pennsylvania

COMMUNICATIONS – Administrative Director

SCRANTON TIMES, SCHOOL NOTES, February 25, 2024:

- Norah Carey, Service Occupations (Abington Heights)

SCRANTON TIMES, SCHOOL NOTES, March 3, 2024:

- Aeshlyn Reyes Lara: HOT (West Scranton)

SCRANTON TIMES, SCHOOL NOTES, March 10, 2024:

- Michael Julius: Collision Repair (Valley View)
- Matthew Reed (Forest City Regional): Carpentry

SCRANTON TIMES, SCHOOL NOTES, March 17, 2024:

- Cameron Collins: Electrical (Lakeland)
- Patrick Slowik (North Pocono): BMT

SCRANTON TIMES NAMES & FACES, March 18, 2024:

- CTC Culinary Students

CTC FACEBOOK COMMUNICATIONS, February 2024/March2024:

- Students of the Month
- Print Production Technology students visit the Lancaster area
- North Pocono High School Student Recognition
- PA Media and Design Competition
- CTCLC PN 2024 Graduation

COMMENTS BY VISITORS (Agenda Items only): None

REPORT OF THE DIRECTOR:

CTC enrollment currently stands at 808 students:

- 10th : 279 students
- 11th : 316 students
- 12th : 213 students

PN Program: 71 students

- Level 1: 40 students
- Level 3: 31 students
- Level 4 Graduated March 13th – 29 students

February Students of the Month are:

- Jada Bass, a senior in Protective Services from Scranton High School
- Gabriela Watson, a junior in CNI who attends MVSD
- Ravyn Reed, a junior in Print Production Technology who is a Lakeland Homebound student

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

Yesterday marked the completion of the written NOCTI assessment for our seniors. Many programs will now start the Skills Assessment portion of the test. Our seniors will be done with testing no later than April 30. Thank you to our counselors and Mrs. Bieri for coordinating all of the tests and thank you to our paras and lab assistants for providing quiet testing areas for students needing this accommodation.

Two students in Automated Manufacturing Technology participated in Schott's USA Innovation Competition and were awarded first and third place in the national competition. Shay Daniels, a senior at Abington Heights won 1st place and was awarded a \$1000.00 check from Schott. Thomas Burke, also a senior from Abington Heights, won 3rd place and received a \$250 check. Students also visited Schott's manufacturing plant in Duryea to meet with national and international engineers to present their innovative ideas and tour the facility. Congratulations to both students.

Mr. McLane's IAD students were showcased on WBRE last week highlighting their design of a children's book, which will be presented as part of the competition in the state SkillsUSA competition.

Representative Kyle Mullins introduced CTC administration to Mike Narcavage, Senior Government and Community Affairs Manager from Southwestern Energy. Mr. Narcavage toured CTC and presented a donation of \$6500 to be distributed to CTC students interested in entering the PNG field. Thank you to Southwestern Energy for their generous donation.

Next week, approximately 40 students will be competing in the state SkillsUSA competitions in Hershey. We wish the students success and look forward to seeing them compete in their various programs.

On Thursday, April 16, 2024, fifty-six CTC students will be inducted into the National Technical Honor Society. 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.

Some recent Community Service Events at CTC:

- Cosmetology students continue to visit senior centers throughout the community to give "spa day" treatments to senior citizens.
- Culinary students in Chef Mark's class prepared Shamrock Shake Cupcakes for the Scranton Parade Day Committee

SUPERINTENDENT OF RECORD: None

SOLICITOR: None

OLD BUSINESS: None

ACTION ITEMS

Motion by J. Mondak, seconded by J. Dovin, to approve the CTCLC 2024.2025 Occupational Advisory Committee (OAC) Membership as recommended by the Director. *Attachment #3, supplemental minute book*

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

Motion by J. Mondak, seconded by C. Stahl, to approve the CTCLC 2024.2025 Local Advisory Committee (LAC) Membership as recommended by the Director. *Attachment #4, supplemental minute book*

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

Motion by M. Solomon, seconded by G. Cashuric, to approve the local audit report for the fiscal year ending June 30, 2024, as submitted by Robert Rossi & Company. *Attachment #8, supplemental minute book*

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

Motion by S. McAndrew, seconded by C. Stahl, to distribute the 2024-2025 General Operating Budget to member districts for approval as recommended by the Chief Financial Officer. *Attachment #9, supplemental minute book*

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

Motion by C. Stahl, seconded by G. Cashuric, to approve the proposed CTCLC 2024.2025 School Calendar as recommended by the Director. *Attachment #5, supplemental minute book*

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

Motion by G. Cashuric, seconded by M. Solomon, to approve the request from Shane Malicki, Jason Sheridan, and one (1) CTCLC Paraeducator to accompany up to thirty (30) CTCLC students to observe the SkillsUSA Pennsylvania Leadership and Skills Conference, held in Hershey, PA, on April 4, 2024, as recommended by the Director. Cost for transportation is provided by Perkins.

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

Continued

Motion by J. Dovin, seconded by M. Solomon, to approve, for a 30-day review, the following textbooks: *Working with Young Children*, 10th Edition (The Goodheart-Wilcox Company, Inc). ISBN: 9781685846946, and *Working with Young Children Workbook*, 10th Edition (The Goodheart-Wilcox Company, Inc). ISBN: 9781685846947. Motion for final adoption will be approved at the May JOC Meeting.

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

PERSONNEL ITEMS

Motion by M. Solomon, seconded by S. McAndrew, to accept the Director's recommendation to approve the attached CTC of Lackawanna County Compensation Plan/Conditions of Employment for School Administrative Team effective July 1, 2024 thru June 30, 2029.

Attachment #10, supplemental minute book

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

Motion by S. McAndrew, seconded by C. Stahl, to post position of Practical Nursing Clinical Coordinator effective for the 2024-2025 school year as recommended by the Director. This position is a Full Time 10-month position. Salary as per the Lackawanna County Area Vocational Technical Federation of Teachers Collective Bargaining Agreement

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

Motion by J. Dovin, seconded by G. Cashuric, to approve the PDE Emergency Permit 06 for Elizabeth Skitzki as Day-to-Day CTCLC Instructional Substitute All Vocational Areas for the 2023-2024 year as recommended by the Director.

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

Motion by C. Stahl, seconded by S. McAndrew, to approve Compensation Plan for School Security Officer as recommended by the Director. *Attachment #7, supplemental minute book*

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

Motion by G. Cashuric, seconded by S. McAndrew, to appoint Paul J. Lindsay to the position of School Security Officer at an annual salary of \$55,000, and to recommend Mr. Lindsay as a candidate for School Police Officer. This position is contingent upon receipt of required credentials as identified by PDE as well as all required clearances and pre-employment drug screen, otherwise the appointment will be null and void.

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

CTC OF LACKAWANNA COUNTY JOINT OPERATING COMMITTEE BOARD, March 26, 2023

Continued

Motion by M. Solomon, seconded by C. Stahl, to accept the transfer of employee #23-724 from Full Time Maintenance to Part Time Maintenance effective March 11, 2024, and to post for Full Time Maintenance position as recommended by the director.

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

NEW BUSINESS: None

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

Motion by J. Mondak, seconded by S. McAndrew, to adjourn the regular meeting. Meeting adjourned at 7:36pm

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

INFORMATION ITEMS:

Safety Committee Minutes
Principals' Meeting Minutes

Next Board Meeting Date and Time

April 23, 2024

Executive Session 6:00 pm

Board Business Meeting 7:00 pm

Informational Session to follow

Respectfully submitted,

Glen Cashuric
Board Secretary
CTC of Lackawanna County JOC