



Henry J. Dende Campus 3201 Rockwell Avenue | Scranton, PA 18508-1491 | 570-346-8471 | Fax: 570-342-4251

**JOINT OPERATING COMMITTEE
BOARD MEETING AGENDA
TUESDAY, JANUARY 28, 2025**

1. **MEETING CALLED TO ORDER: Time:** _____
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL:**

BOARD MEMBERS	Title	District	Present	Absent
Mr. Joseph Mondak	President	Valley View		
Mr. Mark Solomon	Vice President	Lakeland		
Mr. Glenn Cashuric	Secretary	Mid-Valley		
Mr. Francis Kranick	Treasurer	Dunmore		
Mr. James Dovin		Carbondale		
Mr. Christopher Stahl		Forest City		
Mr. Timothy Bracey		North Pocono		
Mr. Sean McAndrew		Scranton		
SCHOOL LEADERSHIP:				
Mr. John Marichak	Superintendent of Record	Dunmore		
Dr. Karla Carlucci	Director	CTCLC		
Mr. James McHale	Chief Financial Officer	CTCLC		
John P. Finnerty, Esq.	Solicitor	CTCLC		

4. **MOTION** to approve the agenda for January 28, 2025.

Motion by _____ **Seconded by** _____ **Voice Vote** _____

5. **MOTION** to approve the minutes of the Annual Reorganization Meeting held on December 18, 2024.

Motion by _____ Seconded by _____ Voice Vote _____

6. **MOTION** to approve the minutes of the monthly meeting held on December 18, 2024

Motion by _____ Seconded by _____ Voice Vote _____

7. **MOTION** to approve the Report of the Treasurer for December 2024. *Attachment #1*

ROLL CALL:

BOARD MEMBERS	MOTION	SECOND	YES	NO	ON THE QUESTION	ABSTAIN
MR. T. BRACEY						
MR. G. CASHURIC						
MR. J. DOVIN						
MR. F. KRANICK						
MR. S. MCANDREW						
MR. J. MONDAK						
MR. M. SOLOMON						
MR. C. STAHL						
ON THE QUESTION						

8. **MOTION** to approve payment of the bills for December 2024. *Attachment #2*

ROLL CALL:

BOARD MEMBERS	MOTION	SECOND	YES	NO	ON THE QUESTION	ABSTAIN
MR. T. BRACEY						
MR. G. CASHURIC						
MR. J. DOVIN						
MR. F. KRANICK						
MR. S. MCANDREW						
MR. J. MONDAK						
MR. M. SOLOMON						
MR. C. STAHL						
ON THE QUESTION						

9. **ANNOUNCEMENT OF EXECUTIVE SESSION:**

10. **COMMENTS BY VISITORS (Agenda Items only):** _____

11. REPORT OF DIRECTOR/COMMUNICATIONS:

A. CTC enrollment currently stands at 857 students:

- 10th: 323 students
- 11th: 262 students
- 12th: 272 students

PN Program: 76 students

- Level 1: 44 students
- Level 3: 32 students

B. Student Successes in the Student News Report:

- Students highlighted weekly in the Scranton Times Weekly School Notes:
 - Nahki Thomas (Masonry): Scranton High School
 - Bergina Neves (Creative Communications): Lakeland High School
 - Mya Shumski (Creative Communications): Valley View High School
 - Kaegan Calpin (Culinary): Scranton High School
 - Chris Setzer (Carpentry): Mid Valley High School
 - Aiden Winans (Culinary): Forest City Regional High School
 - Chase Slachta (Masonry): Lackawanna Trail
 - Cenai Ferrer (Cosmetology): Scranton Cyber Academy
- Students of the Month
 - November:
 - Robert Hopkins (Carpentry): West Scranton High School
 - Anna Ni (Patient Care Technology): Abington Heights High School
 - Addreanna Nelson (Patient Care Technology): Valley View Cyber
 - December:
 - Mitchell Stem (Automotive): North Pocono High School
 - Collin Reynolds (HVAC): Scranton Cyber Academy
 - Adam Robinson (Protective Services): Lakeland High School
- Scranton Times-Tribune: Anna Ni (Patient Care Technology), Abington Heights High School) was nominated for esports award
- Scranton Times-Tribune: NEPA Students compete in skilled-trade contests at Luzerne County Community College
- WNEP: Putting trade skills to the test in Luzerne County
- Facebook:
 - CTC Holiday Door Decorating Contest: Digital Communication Design were this year's winner!
 - Masonry Juniors and seniors completed this year's fireplace
 - PN Students collected gifts for a child with medical needs and organized a Toys for Tots collection in December

C. SkillsUSA: On January 9th , January 15th and January 23rd CTCLC Students headed to compete in the district SkillsUSA Competition. We were awarded a combined 24 Gold, 13 Silver, and 12 Bronze Medals! The 24 Gold Medal Winners will compete in the State Competition in April 2025!

12. SUPERINTENDENT OF RECORD:

13. SOLICITOR:

14. OLD BUSINESS:

15. ACTION ITEMS:

A. **MOTION** to approve, after a 30-day review, the following PSBA policies recommended for adoption by the Director. *Attachment #3 (Available in JOC Viewer):*

Policy	Name
301 (no changes)	Creating a Position
302	Employment of Director/Assistant Director
304 (no changes)	Employment of Staff
305	Employment of Substitutes
307 (no changes)	Student Teachers/Interns
308	Employment Contract/Joint Operating Committee Resolution
309	Assignment and Transfer
311 (NEW)	Reduction of Staff
312 (no changes)	Evaluation of Director
313	Evaluation of Employees
314	Physical Examination
314.1 (no changes)	HIV Infection
317	Conduct/Disciplinary Procedures
317.1	Educator Misconduct
318	Attendance and Tardiness
319 (no changes)	Outside Activities
320 (no changes)	Freedom of Speech in Non-school Settings
321 (no changes)	Political Activities
322	Gifts
323	Tobacco and Vaping Products
824 (NEW)	Maintaining Professional Adult/Student Boundaries

Motion by _____ **Seconded by** _____ **Voice Vote** _____

B. **MOTION** to approve, after a 30-day review, the following PSBA policies recommended for retirement from policy manual by the Director. *Attachment #3 (pages 54-55) :*

Policy	Name
310	Abolishing a Position
316	Nontenured Employees

Motion by _____ **Seconded by** _____ **Voice Vote** _____

C. **MOTION** approve the following textbooks for purchase, after 30-day review, as recommended by the Director (*Textbooks available for JOC Review*):

- *OLS Culinary Professional* (Goodheart-Wilcox Publisher), ISBN: 9781645647874
- *OIR Culinary Prof Desk Copy* (Goodheart-Wilcox Publisher), ISBN: 9781645647959

ROLL CALL:

BOARD MEMBERS	MOTION	SECOND	YES	NO	ON THE QUESTION	ABSTAIN
MR. T. BRACEY						
MR. G. CASHURIC						
MR. J. DOVIN						
MR. F. KRANICK						
MR. S. MCANDREW						
MR. J. MONDAK						
MR. M. SOLOMON						
MR. C. STAHL						
ON THE QUESTION						

D. **MOTION** to enter into an Agreement between the County of Lackawanna, Commonwealth of Pennsylvania and the CTCLC for administration and operations of five (5) Business Education Partnership (BEP) Grant Projects with a maximum budget of \$66,975. This will provide varied career and occupational awareness activities for students from December 1, 2024, thru June 30, 2026. *Attachment #4*

ROLL CALL:

BOARD MEMBERS	MOTION	SECOND	YES	NO	ON THE QUESTION	ABSTAIN
MR. T. BRACEY						
MR. G. CASHURIC						
MR. J. DOVIN						
MR. F. KRANICK						
MR. S. MCANDREW						
MR. J. MONDAK						
MR. M. SOLOMON						
MR. C. STAHL						
ON THE QUESTION						

- E. **MOTION** to retain John P. Finnelly, Esq as council for the CTCLC for general legal purposes for a period of one (1) year with a retainer of \$2,100 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 1, 2025.

ROLL CALL:

BOARD MEMBERS	MOTION	SECOND	YES	NO	ON THE QUESTION	ABSTAIN
MR. T. BRACEY						
MR. G. CASHURIC						
MR. J. DOVIN						
MR. F. KRANICK						
MR. S. MCANDREW						
MR. J. MONDAK						
MR. M. SOLOMON						
MR. C. STAHL						
ON THE QUESTION						

- F. **MOTION** 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 2025 calendar year, as recommended by the Director. The annual cost of the retainer for these services is \$1,750.00. *Attachment #5*

ROLL CALL:

BOARD MEMBERS	MOTION	SECOND	YES	NO	ON THE QUESTION	ABSTAIN
MR. T. BRACEY						
MR. G. CASHURIC						
MR. J. DOVIN						
MR. F. KRANICK						
MR. S. MCANDREW						
MR. J. MONDAK						
MR. M. SOLOMON						
MR. C. STAHL						
ON THE QUESTION						

G. **MOTION** to enter into a renewal agreement with DeHey McAndrew for 403B Administrative and Common Remitter services, for the 2025 calendar year, as recommended by the Director. The amount of the contract is \$2,975.00 plus \$1.59 per contributing employee per pay period. *Attachment #6*

ROLL CALL:

BOARD MEMBERS	MOTION	SECOND	YES	NO	ON THE QUESTION	ABSTAIN
MR. T. BRACEY						
MR. G. CASHURIC						
MR. J. DOVIN						
MR. F. KRANICK						
MR. S. MCANDREW						
MR. J. MONDAK						
MR. M. SOLOMON						
MR. C. STAHL						
ON THE QUESTION						

H. **MOTION** to enter into a renewal agreement with DeHey McAndrew to provide IRC Section 125 Administration, Accounting, and Reporting services, for the 2025 calendar year, as recommended by the Director. The annual cost of these services is \$2,575.00. *Attachment #7*

ROLL CALL:

BOARD MEMBERS	MOTION	SECOND	YES	NO	ON THE QUESTION	ABSTAIN
MR. T. BRACEY						
MR. G. CASHURIC						
MR. J. DOVIN						
MR. F. KRANICK						
MR. S. MCANDREW						
MR. J. MONDAK						
MR. M. SOLOMON						
MR. C. STAHL						
ON THE QUESTION						

- I. **MOTION** to the renewal agreement with Vector Solutions, for the 2025 calendar year, as recommended by the Director. The annual cost of services is \$730.29. *Attachment #8*

ROLL CALL:

BOARD MEMBERS	MOTION	SECOND	YES	NO	ON THE QUESTION	ABSTAIN
MR. T. BRACEY						
MR. G. CASHURIC						
MR. J. DOVIN						
MR. F. KRANICK						
MR. S. MCANDREW						
MR. J. MONDAK						
MR. M. SOLOMON						
MR. C. STAHL						
ON THE QUESTION						

- J. **MOTION** to approve the renewal agreement with Gaggle Net, Inc, for the period 07/01/2024 thru 06/30/2025, as recommended by the Director. The annual cost of services is \$7,080.00 and will be covered by a PCCD Grant. *Attachment #9*

ROLL CALL:

BOARD MEMBERS	MOTION	SECOND	YES	NO	ON THE QUESTION	ABSTAIN
MR. T. BRACEY						
MR. G. CASHURIC						
MR. J. DOVIN						
MR. F. KRANICK						
MR. S. MCANDREW						
MR. J. MONDAK						
MR. M. SOLOMON						
MR. C. STAHL						
ON THE QUESTION						

- K. **MOTION** to approve the affiliation agreement between CTCLC and Pennsylvania Ambulance, LLC to provide a cooperative3 educational experience for eligible students. *Attachment #10*

Motion by _____ **Seconded by** _____ **Voice Vote** _____

- L. **MOTION** to enter into a contract with NRG Controls North, Inc to provide Fire Alarm Testing & Inspection Services for the period January 1, 2025 thru December 31, 2025, as recommended by the Director. The annual cost of the service is \$5,847.00. *Attachment #11*

ROLL CALL:

BOARD MEMBERS	MOTION	SECOND	YES	NO	ON THE QUESTION	ABSTAIN
MR. T. BRACEY						
MR. G. CASHURIC						
MR. J. DOVIN						
MR. F. KRANICK						
MR. S. MCANDREW						
MR. J. MONDAK						
MR. M. SOLOMON						
MR. C. STAHL						
ON THE QUESTION						

16. PERSONNEL ITEMS:

- A. **MOTION** to ratify the Memorandum of Understanding between the Lackawanna County Vocational-Technical Federation of Secretaries and Support Staff, Local #4889, PA Federation of Teachers, AFL-CIO and CTC of Lackawanna. The agreement is to outline and formalize a wage adjustment for all paraeducators and secretarial staff. *Attachment #12*

ROLL CALL:

BOARD MEMBERS	MOTION	SECOND	YES	NO	ON THE QUESTION	ABSTAIN
MR. T. BRACEY						
MR. G. CASHURIC						
MR. J. DOVIN						
MR. F. KRANICK						
MR. S. MCANDREW						
MR. J. MONDAK						
MR. M. SOLOMON						
MR. C. STAHL						
ON THE QUESTION						

B. **MOTION** to allow employee #09-414 to work remotely for two (2) week period beginning January 20, 2025.

Motion by _____ **Seconded by** _____ **Voice Vote** _____

C. **MOTION** to appoint Jennifer Jaffe to the position of PN Clinical Substitute Instructors effective with the 2024.2025 school year. This position is contingent upon PA State Board approval, 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:

BOARD MEMBERS	MOTION	SECOND	YES	NO	ON THE QUESTION	ABSTAIN
MR. T. BRACEY						
MR. G. CASHURIC						
MR. J. DOVIN						
MR. F. KRANICK						
MR. S. MCANDREW						
MR. J. MONDAK						
MR. M. SOLOMON						
MR. C. STAHL						
ON THE QUESTION						

17. NEW BUSINESS:

18. COMMENTS FROM VISITORS (Courtesy of the Floor):

19. MOTION TO ADJOURN: Time _____

Motion By: _____ **Seconded By:** _____ **Voice Vote:** _____

INFORMATION ITEMS:

Safety Committee Mintes: November 2024, December 2024 attached

Next Board Meeting:

Date: February 25, 2025
 Executive Session: 6:00 pm
 Board Business Meeting: 7:00pm