



REGULAR MEETING –MARCH 16, 2022

I. CALL TO ORDER

Members in attendance: Luigi DeFrancesco, Eric McGuirk (arrived 6:34 p.m.), Tim McQuiston, John Burnham, Robert Johnston, David Valesky, Holly Chatman

Members absent: Kevin Merritt, Delwood Smith

Others in attendance: Jarrin Sperry, Tom Washington, Colleen Stumpf, Jackie Dutchcot, Mike Costa, Kevin Sprong

The regular meeting of the Joint Operating Committee of the Crawford Tech was called to order by Vice Chairperson McQuiston at 6:30 p.m.

II. APPROVAL OF AGENDA

Motion: Ms. Chatman
Second: Mr. Valesky

Roll Call

Mr. Burnham	<u>Yes</u>	Mr. Valesky	<u>Yes</u>	Mr. Merritt	<u>Absent</u>
Mr. DeFrancesco	<u>Yes</u>	Mr. Johnston	<u>Yes</u>	Ms. Chatman	<u>Yes</u>
Mr. McGuirk	<u>Absent</u>	Mr. McQuiston	<u>Yes</u>	Mr. Smith	<u>Absent</u>

Motion Carried

III. APPROVAL OF REGULAR MEETING MINUTES

Motion: Mr. DeFrancesco
Second: Mr. Burnham

RESOLVED, the Crawford Tech JOC approve and accept the Regular Meeting Minutes of February 16, 2022.

Roll Call

Mr. Burnham	<u>Yes</u>	Mr. Valesky	<u>Yes</u>	Mr. Merritt	<u>Absent</u>
Mr. DeFrancesco	<u>Yes</u>	Mr. Johnston	<u>Yes</u>	Ms. Chatman	<u>Yes</u>
Mr. McGuirk	<u>Absent</u>	Mr. McQuiston	<u>Yes</u>	Mr. Smith	<u>Absent</u>

Motion Carried

IV. FINANCIAL (see addenda)

Motion: Mr. Burnham
 Second: Mr. Johnston

RESOLVED, the Crawford Tech JOC approve and accept the following financial items:

- A. Expenditures** – General Fund bills for February and March totaling \$359,534.34 and Student Activity Funds totaling \$1,365.00, as presented to the JOC members prior to the meeting for review.
 A copy of the listing to be made part of the minutes of this meeting.

Roll Call

Mr. Burnham	<u>Yes</u>	Mr. Valesky	<u>Yes</u>	Mr. Merritt	<u>Absent</u>
Mr. DeFrancesco	<u>Yes</u>	Mr. Johnston	<u>Yes</u>	Ms. Chatman	<u>Yes</u>
Mr. McGuirk	<u>Absent</u>	Mr. McQuiston	<u>Yes</u>	Mr. Smith	<u>Absent</u>

Motion Carried

Motion: Mr. Johnston
 Second: Mr. Valesky

RESOLVED, the Crawford Tech JOC approve and accept the following financial items:

- B. Reports** for March as presented:
 - 1. Treasurer's Report**
 - 2. Shop Report**
 - 3. Enrollment Report** (information only)

Roll Call

Mr. Burnham	<u>Yes</u>	Mr. Valesky	<u>Yes</u>	Mr. Merritt	<u>Absent</u>
Mr. DeFrancesco	<u>Yes</u>	Mr. Johnston	<u>Yes</u>	Ms. Chatman	<u>Yes</u>
Mr. McGuirk	<u>Absent</u>	Mr. McQuiston	<u>Yes</u>	Mr. Smith	<u>Absent</u>

Motion Carried

V. COMMUNICATION – Meadville Tribune: Recipe for Success

VI. OLD BUSINESS

VII. NEW BUSINESS

A. Travel

Motion: Ms. Chatman
 Second: Mr. McGuirk

RESOLVED, the Crawford Tech JOC approve:

1. Bonnie Stein, Cooperative Education Instructor- Harrisburg, PA on April 1-2, 2022, **Department of Career and Technical Studies Sections Meeting**. There is no cost to the JOC.

2. Cindy Saulsbery, Skills USA Advisor; Kristen Deets and Rob Kightlinger, Advisors; Kevin Sprong(4/7-8)and Mike Costa (4/5-6), Administration- Hershey, PA on April 5-8, 2022 with seven students for **Skills USA District 10 State Competition**. The cost to the JOC for substitutes and travel is approximately \$4,759. The cost to SkillsUSA for registration, lodging, and food is approximately \$3,147.

3. Tim Brown, Culinary Arts and Restaurant Management Instructor; Laura Peterson, Guidance Counselor- Washington, DC on May 6-9, 2022 with two students for **ProStart National Invitational**. The cost to the JOC for travel, food, and substitute is approximately \$1,180. Registration and lodging paid by ProStart.

Roll Call

Mr. Burnham	<u>Yes</u>	Mr. Valesky	<u>Yes</u>	Mr. Merritt	<u>Absent</u>
Mr. DeFrancesco	<u>Yes</u>	Mr. Johnston	<u>Yes</u>	Ms. Chatman	<u>Yes</u>
Mr. McGuirk	<u>Yes</u>	Mr. McQuiston	<u>Yes</u>	Mr. Smith	<u>Absent</u>

Motion Carried

B. MOU-ESP/PSEA/NEA

Motion: Mr. McGuirk

Second: Ms. Chatman

RESOLVED, the Crawford Tech JOC approve the Memorandum of Understanding between the Crawford County Career and Technical Center JOC and Crawford County Career and Technical Center Education Support Professionals/PSEA/NEA.

Roll Call

Mr. Burnham	<u>Yes</u>	Mr. Valesky	<u>Yes</u>	Mr. Merritt	<u>Absent</u>
Mr. DeFrancesco	<u>Yes</u>	Mr. Johnston	<u>Yes</u>	Ms. Chatman	<u>Yes</u>
Mr. McGuirk	<u>Yes</u>	Mr. McQuiston	<u>Yes</u>	Mr. Smith	<u>Absent</u>

Motion Carried

C. Tentative Budget 2022-2023

Motion: Ms. Chatman

Second: Mr. McGuirk

RESOLVED, the Crawford Tech JOC approve the 2022-2023 Budget in the amount of \$7,320,016. as follows, and that it be sent out to the participating districts' Boards for adoption:

Operating Expenditures \$5,916,155; Estimated Gross debt Services \$717,550.; Secondary Perkins, LPN and Adult Education \$686,311.

Roll Call

Mr. Burnham	<u>Yes</u>	Mr. Valesky	<u>Yes</u>	Mr. Merritt	<u>Absent</u>
Mr. DeFrancesco	<u>Yes</u>	Mr. Johnston	<u>Yes</u>	Ms. Chatman	<u>Yes</u>
Mr. McGuirk	<u>Yes</u>	Mr. McQuiston	<u>Yes</u>	Mr. Smith	<u>Absent</u>

Motion Carried

D. Audit Engagement Letter Approval

Motion: Mr. Johnston
Second: Ms. Chatman

RESOLVED, the Crawford Tech JOC approve the McGill, Power, Bell & Associates, LLP audit engagement letter for years 2022, 2023, 2024, 2025 and 2026.

Roll Call

Mr. Burnham	<u>Yes</u>	Mr. Valesky	<u>Yes</u>	Mr. Merritt	<u>Absent</u>
Mr. DeFrancesco	<u>Yes</u>	Mr. Johnston	<u>Yes</u>	Ms. Chatman	<u>Yes</u>
Mr. McGuirk	<u>Yes</u>	Mr. McQuiston	<u>Yes</u>	Mr. Smith	<u>Absent</u>

Motion Carried

E. National Technical Honor Society Officers

Motion: Ms. Chatman
Second: Mr. DeFrancesco

RESOLVED, the Crawford Tech JOC approve the National Technical Honor Society Officers as presented.

Roll Call

Mr. Burnham	<u>Yes</u>	Mr. Valesky	<u>Yes</u>	Mr. Merritt	<u>Absent</u>
Mr. DeFrancesco	<u>Yes</u>	Mr. Johnston	<u>Yes</u>	Ms. Chatman	<u>Yes</u>
Mr. McGuirk	<u>Yes</u>	Mr. McQuiston	<u>Yes</u>	Mr. Smith	<u>Absent</u>

Motion Carried

F. The Uniquely Abled Project

Motion: Mr. McGuirk
Second: Mr. Valesky

RESOLVED, the Crawford Tech JOC approve the Licensing Agreement between The Uniquely Abled Project and Crawford Tech.

Roll Call

Mr. Burnham	<u>Yes</u>	Mr. Valesky	<u>Yes</u>	Mr. Merritt	<u>Absent</u>
Mr. DeFrancesco	<u>Yes</u>	Mr. Johnston	<u>Yes</u>	Ms. Chatman	<u>Yes</u>
Mr. McGuirk	<u>Yes</u>	Mr. McQuiston	<u>Yes</u>	Mr. Smith	<u>Absent</u>

Motion Carried

G. Copy Machine Lease

Motion: Ms. Chatman
Second: Mr. DeFrancesco

RESOLVED, the Crawford Tech JOC approve the Business Manager to opt into an agreement with Direct Image Copy Systems, Inc. for an office copier at \$285.12/month for a 60 month lease.

Roll Call

Mr. Burnham	<u>Yes</u>	Mr. Valesky	<u>Yes</u>	Mr. Merritt	<u>Absent</u>
Mr. DeFrancesco	<u>Yes</u>	Mr. Johnston	<u>Yes</u>	Ms. Chatman	<u>Yes</u>
Mr. McGuirk	<u>Yes</u>	Mr. McQuiston	<u>Yes</u>	Mr. Smith	<u>Absent</u>

Motion Carried

H. Substitute

Motion: Mr. Burnham

Second: Mr. McGuirk

RESOLVED, the Crawford Tech JOC approve Nathan Leary as a day-to-day substitute effective March 17, 2022, pending completion of required paperwork.

Roll Call

Mr. Burnham	<u>Yes</u>	Mr. Valesky	<u>Yes</u>	Mr. Merritt	<u>Absent</u>
Mr. DeFrancesco	<u>Yes</u>	Mr. Johnston	<u>Yes</u>	Ms. Chatman	<u>Yes</u>
Mr. McGuirk	<u>Yes</u>	Mr. McQuiston	<u>Yes</u>	Mr. Smith	<u>Absent</u>

Motion Carried

I. ARP/ESSER Grant Application

Motion: Mr. Burnham

Second: Mr. DeFrancesco

RESOLVED, the Crawford Tech JOC approve the ARP/ESSER Grant application totaling \$463,992.

Roll Call

Mr. Burnham	<u>Yes</u>	Mr. Valesky	<u>Yes</u>	Mr. Merritt	<u>Absent</u>
Mr. DeFrancesco	<u>Yes</u>	Mr. Johnston	<u>Yes</u>	Ms. Chatman	<u>Yes</u>
Mr. McGuirk	<u>Yes</u>	Mr. McQuiston	<u>Yes</u>	Mr. Smith	<u>Absent</u>

Motion Carried

J. Internet Service Agreement

Motion: Mr. Burnham

Second: Mr. McGuirk

RESOLVED, the Crawford Tech JOC approve the Internet Service Agreement between Northwest Tri-County Intermediate Unit No. 5 and Crawford County Career and Technical Center.

Roll Call

Mr. Burnham	<u>Yes</u>	Mr. Valesky	<u>Yes</u>	Mr. Merritt	<u>Absent</u>
Mr. DeFrancesco	<u>Yes</u>	Mr. Johnston	<u>Yes</u>	Ms. Chatman	<u>Yes</u>
Mr. McGuirk	<u>Yes</u>	Mr. McQuiston	<u>Yes</u>	Mr. Smith	<u>Absent</u>

Motion Carried

VIII. DIRECTOR'S REPORT

IX. SUPERINTENDENTS' COMMENTS

X. JOC MEMBERS' COMMENTS/QUESTIONS

XI. NEXT MEETING – April 20, 2022

XII. ADJOURNMENT

The meeting adjourned on a motion by Mr. Burnham, Seconded by Mr. DeFrancesco at 7:11p.m. All in favor.



Jacquelyn Dutchcot
Business Manager/Board Secretary