



Crawford County Career & Technical Center

REGULAR MEETING – DECEMBER 20, 2022

**I. CALL TO ORDER**

Members in attendance: Kevin Merritt, John Burnham, Luigi DeFrancesco, David Valesky, Tim McQuiston, Eric McGuirk, Robert Johnston, Holly Chatman

Members absent: Delwood Smith

Others in attendance: Jarrin Sperry, Tim Glasspool, Tom Washington, George Joseph, Mike Costa, Kevin Sprong, Jacquelynn Dutchcot, Joy Strain

The regular meeting of the Joint Operating Committee of the Crawford Tech was called to order by Chairperson Merritt at 7:16 p.m.

**LOCAL AUDIT REPORT PRESENTATION**

**II. APPROVAL OF AGENDA**

Motion: Mr. McGuirk  
Second: Mr. Burnham

Roll Call

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

Motion Carried

**III. APPROVAL OF REGULAR MEETING MINUTES**

Motion: Ms. Chatman  
Second: Mr. McGuirk

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

Roll Call

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

Motion Carried

**IV. FINANCIAL** (see addenda)

Motion: Mr. McQuiston  
 Second: Mr. DeFrancesco

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

- A. Expenditures** – General Fund bills for November and December totaling \$1,026,335.24 and Activity Fund totaling \$1,835.26, 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.
- B. Reports** for November as presented:
  - 1. Treasurer's Report**
  - 2. Activities Report** - 2022-23 school year
  - 3. Shop Report**
  - 4. Enrollment Report** (information only)

Roll Call

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

Motion Carried

**V. COMMUNICATION –**

- Meadville Tribune: “Gordon Uses Welding Education to Coalesce Career”
- Meadville Tribune: “Take In a Museum”
- Your Chamber...Your Voice: “Education Day”

**VI. OLD BUSINESS**

**VII. EXECUTIVE SESSION** – An Executive Session was held at 7:28 p.m. for Personnel Matters, reconvened at 7:33 p.m.

**VIII. NEW BUSINESS**

**A. Travel**

Motion: Mr. McGuirk  
 Second: Mr. McQuiston

RESOLVED, the Crawford Tech JOC approve the following travel items:

1. Bill Chernicky and the Electrical Occupations Class-New Castle, PA on January 11, 2023 for **Western Central Pennsylvania JATC Training Center** field trip. The cost to the program for a bus is approximately \$475. The cost to the JOC for a substitute is \$125.
2. Brad Custead and Cindy Saulsbery, SkillsUSA Advisors; Rob Kightlinger, Chair; Dan Douglas and Bill Chernicky, Instructors-New Castle, PA on January 13, 2022

with approximately 30-40 students. Brad Custead and Evan Moutsos- Harmony, PA on January 10, 2022 with approximately 3-4 students. Cindy Saulsbery-Erie, PA on January 11, 2023 with approximately 3-4 students for **SkillsUSA District 10**

**Competition.** The cost to the JOC for substitutes and travel is approximately \$1,675.00 The cost to SkillsUSA for registration is approximately \$1,600.

3. Kevin Sprong, Director-Hershey, PA on March 8-10, 2023 for PACTA. The cost to the JOC for travel, lodging, registration and food is approximately \$994.

Roll Call

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

Motion Carried

**B. Substitute**

Motion: Mr. McGuirk  
 Second: Mr. McQuiston

RESOLVED, the Crawford Tech JOC approve Tiffany Morris be added to the day-to-day Instructor/Instructional Aide Substitute list effective December 21, 2022, pending required paperwork.

Roll Call

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

Motion Carried

**C. Precision Machining Long Term Substitute**

Motion: Mr. McGuirk  
 Second: Mr. McQuiston

RESOLVED, the Crawford Tech JOC approve Tim Barickman as a long-term substitute for Precision Machining effective December 21, 2022, at Emergency Step 1, per diem rate (\$271.82).

Roll Call

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

Motion Carried

**D. Budgetary Transfer**

Motion: Mr. Burnham  
 Second: Mr. McGuirk

RESOLVED, the Crawford Tech JOC approve \$7,500. transfer for 2021-2022 school year close-out.

Roll Call

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

Motion Carried

**E. Adult Education Schedule**

Motion: Ms. Chatman  
 Second: Mr. McQuiston

RESOLVED, the Crawford Tech JOC approve the Adult Education Schedule as presented. Also, the approval of additional classes to be added based on need.

Roll Call

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

Motion Carried

**F. CNB Wagner Enterprises Agreement**

Motion: Mr. McQuiston  
 Second: Mr. Burnham

RESOLVED, the Crawford Tech JOC approve the agreement between CNB Wagner Enterprises and Crawford Tech.

Roll Call

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

Motion Carried

**G. IUP Field Experience Agreement**

Motion: Ms. Chatman  
 Second: Mr. Burnham

RESOLVED, the Crawford Tech JOC approve the Cooperative Education Field Experience agreement between Indiana University of Pennsylvania and Crawford Tech.

Roll Call

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

Motion Carried

**H. Local Audit Report**

Motion: Mr. Johnston  
 Second: Mr. Burnham

RESOLVED, the Crawford Tech JOC accept the Local Audit Report for the year ended June 30, 2022 as presented by Joy Strain, from McGill, Power, Bell and Associates.

Roll Call

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

Motion Carried

**I. January Joint Operating Committee Meeting**

Motion: Mr. McQuiston  
 Second: Mr. Johnston

RESOLVED, the Crawford Tech JOC authorize the Business Manager to pay the January bills. Any invoices will be included in the report at the February JOC meeting.

Roll Call

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

Motion Carried

**IX. DIRECTOR'S REPORT**

**X. SUPERINTENDENTS' COMMENTS**

**XI. JOC MEMBERS' COMMENTS/QUESTIONS**

**NEXT MEETING** – February 16, 2023

**XIII. ADJOURNMENT**

The meeting adjourned on a motion by Ms. Chatman, Seconded by Mr. DeFrancesco at 7:49 p.m. All in favor.



Jacquelyn Dutchcot

Jacquelyn Dutchcot  
Business Manager/Board Secretary