



TO: Joint Operating Committee Members
FROM: Kevin L. Sprong, Director [Signature]
DATE: February 10, 2023
RE: AGENDA for Wednesday, February 15, 2023 at 6:30 p.m.

I. CALL TO ORDER (time _____)

Roll Call

Mr. Burnham _____ Mr. Johnston _____ Mr. Merritt _____
Ms. Chatman _____ Mr. McGuirk _____ Mr. Smith _____
Mr. DeFrancesco _____ Mr. McQuiston _____ Mr. Valesky _____

The Chairman will welcome guests and ask if they have anything to bring to the attention of the Committee.

II. APPROVAL OF AGENDA

(Motion ____ Second ____ Action ____)

Roll Call

Mr. Burnham _____ Mr. Johnston _____ Mr. Merritt _____
Ms. Chatman _____ Mr. McGuirk _____ Mr. Smith _____
Mr. DeFrancesco _____ Mr. McQuiston _____ Mr. Valesky _____

III. APPROVAL OF REGULAR MEETING MINUTES

(Motion ____ Second ____ Action ____)

RESOLVED, the Crawford Tech approve and accept the Regular Meeting Minutes of December 20, 2022.

Roll Call

Mr. Burnham _____ Mr. Johnston _____ Mr. Merritt _____
Ms. Chatman _____ Mr. McGuirk _____ Mr. Smith _____
Mr. DeFrancesco _____ Mr. McQuiston _____ Mr. Valesky _____

IV. FINANCIAL (see addenda)

(Motion ____ Second ____ Action ____)

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

A. Expenditures – General Fund bills for December, January, and February totaling \$1,584,662.40 and Activities Fund totaling \$8,342.55, 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 January and February 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 _____	Mr. Johnston _____	Mr. Merritt _____
Ms. Chatman _____	Mr. McGuirk _____	Mr. Smith _____
Mr. DeFrancesco _____	Mr. McQuiston _____	Mr. Valesky _____

V. COMMUNICATION –

- Meadville Tribune: “EITC Grants Assist Students, Programs at Crawford Tech”
- Meadville Tribune: “Meadville Women’s Club Awards Nursing Program Scholarships”
- UAA: Powerpoint and NWIRC article

VI. OLD BUSINESS

VII. EXECUTIVE SESSION- Personnel and Contract Negotiations

VIII. NEW BUSINESS

A. Personnel

(Motion ____ Second ____ Action ____)

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

1. **Donald Cadman**- Added to the day-to-day Instructor/Instructor Aid Substitute list, pending required paperwork.
2. **Bill Chernicky**, Electrical Occupations Instructor- Resignation, tentatively effective March 3, 2023, accept with regret.
3. **Rod Frazier**, Electrical Occupations Long Term Substitute, starting March 6, 2023, at per diem rate \$196.
4. _____, Practical Nursing Long Term Substitute, pending all required paperwork. Ms./Mr. _____ start date will be _____, at per diem rate \$_____.

5. **Ian Fife**, Night School Assistant, pending all required paperwork, at \$400.00, 2022-2023 school year. Mr. Fife's start date will be March 7, 2023 and ending March 30, 2023.

Roll Call

Mr. Burnham	_____	Mr. Johnston	_____	Mr. Merritt	_____
Ms. Chatman	_____	Mr. McGuirk	_____	Mr. Smith	_____
Mr. DeFrancesco	_____	Mr. McQuiston	_____	Mr. Valesky	_____

B. Travel

(Motion ____ Second ____ Action ____)

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

1. Gary Decker: **PDE Conference**, Virtual, 3/1-2/2023. The cost to JOC for registration is \$125.
2. Gary Decker: **PA Career and Technical Education Special Populations Mid-Winter Conference**, Harrisburg, PA, 3/13-14/2023. The cost to JOC for mileage, lodging, and registration is \$528.02.
3. Laura Peterson: **PDE Data Summit Conference**, Hershey, PA, 3/27-29/2023. The cost to the JOC for mileage, lodging, registration, and food is \$1,231.05.
4. **Skills USA State Competition**, Hershey, PA, 4/11-13/2023. Five students, Cindy Saulsbery, Rob Kightlinger, and Mike Costa will attend. The cost to the JOC for rental vans, fuel, staff lodging and food is \$4,514.49. The cost to SkillsUSA for student lodging, registration, and food is \$2,960.21.
5. Kristen Deets, Cosmetology Instructor and nine Cosmetology Seniors: **Beauty Pro's Expo**, Champion, PA, 4/24/2023. The cost to the JOC for a school bus and registration is \$1,790.

Roll Call

Mr. Burnham	_____	Mr. Johnston	_____	Mr. Merritt	_____
Ms. Chatman	_____	Mr. McGuirk	_____	Mr. Smith	_____
Mr. DeFrancesco	_____	Mr. McQuiston	_____	Mr. Valesky	_____

C. Program Name Change

(Motion ____ Second ____ Action ____)

RESOLVED, the Crawford Tech JOC approve the program name change of Veterinary Technology to Veterinary Sciences.

Roll Call

Mr. Burnham _____	Mr. Johnston _____	Mr. Merritt _____
Ms. Chatman _____	Mr. McGuirk _____	Mr. Smith _____
Mr. DeFrancesco _____	Mr. McQuiston _____	Mr. Valesky _____

D. NTHS Officers

(Motion _____ Second _____ Action _____)

RESOLVED, that the Crawford Tech JOC approve the list of National Technical Honor Society Officers.

Roll Call

Mr. Burnham _____	Mr. Johnston _____	Mr. Merritt _____
Ms. Chatman _____	Mr. McGuirk _____	Mr. Smith _____
Mr. DeFrancesco _____	Mr. McQuiston _____	Mr. Valesky _____

E. Postage Machine

(Motion _____ Second _____ Action _____)

RESOLVED, the Crawford Tech JOC approve the postage machine lease with Quadient Leasing as presented.

Roll Call

Mr. Burnham _____	Mr. Johnston _____	Mr. Merritt _____
Ms. Chatman _____	Mr. McGuirk _____	Mr. Smith _____
Mr. DeFrancesco _____	Mr. McQuiston _____	Mr. Valesky _____

F. COVID 19 Workforce Supplemental Funding Grant

(Motion _____ Second _____ Action _____)

RESOLVED, the Crawford Tech JOC approve the following items:

1. COVID 19 Workforce Supplemental Funding Grant.
2. Health Technician Job Description as presented.
3. Health Technician Memorandum of Understanding as presented.

Roll Call

Mr. Burnham _____	Mr. Johnston _____	Mr. Merritt _____
Ms. Chatman _____	Mr. McGuirk _____	Mr. Smith _____
Mr. DeFrancesco _____	Mr. McQuiston _____	Mr. Valesky _____

G. Policy Review –First Reading

- * Policy 209.1 Food Allergy Management
- * Policy 237 Electronic Devices
- * Policy 246 Student Wellness

H. Administrative Goals Mid-Year Report

IX. DIRECTOR'S REPORT

X. SUPERINTENDENTS' COMMENTS

XI. JOC MEMBERS' COMMENTS/QUESTIONS

XII. NEXT MEETING – March 15, 2023

XIII. ADJOURNMENT

The meeting adjourned on a motion by _____, Seconded by _____
at _____p.m. All in favor.

Jacquelynn Dutchcot
Business Manager/Board Secretary