



REGULAR MEETING – April 19, 2023

I. CALL TO ORDER

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

Members absent: David Valesky

Others in attendance: Jarrin Sperry, Thomas Washington, George Joseph, Mike Costa, Kevin Sprong, Jacquelynn Dutchcot, Zephaniah Chatman

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

II. APPROVAL OF AGENDA

Motion: Mr. Burnham

Second: Mr. McGuirk

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>Yes</u>
Mr. DeFrancesco	<u>Yes</u>	Mr. McQuiston	<u>Yes</u>	Mr. Valesky	<u>Absent</u>

Motion Carried

III. APPROVAL OF REGULAR MEETING MINUTES

Motion: Mr. Johnston

Second: Mr. McQuiston

RESOLVED, the Crawford Tech approve and accept the Regular Meeting Minutes of March 15, 2023.

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>Yes</u>
Mr. DeFrancesco	<u>Yes</u>	Mr. McQuiston	<u>Yes</u>	Mr. Valesky	<u>Absent</u>

Motion Carried

IV. FINANCIAL (see addenda)

Motion: Mr. Johnston
Second: Mr. DeFrancesco

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

- A. Expenditures** – General Fund bills for March and April totaling \$795,811.68 and Activities Fund totaling \$255.26, 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 April 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>Yes</u>
Mr. DeFrancesco	<u>Yes</u>	Mr. McQuiston	<u>Yes</u>	Mr. Valesky	<u>Absent</u>

Motion Carried

V. COMMUNICATION –

- Meadville Tribune: If You See Him...
- Meadville Tribune: Crawford Tech Goes Into Lockdown After Alleged Threat Your Chamber...Your Voice: Crawford County K-12 Career Education Alliance
- Meadville Tribune: Crawford Tech Students Tour Manufacturers

VI. OLD BUSINESS

VII. EXECUTIVE SESSION – An Executive Session was held at 6:35 p.m. for Personnel Matters, reconvened at 6:46 p.m.

VIII. NEW BUSINESS

A. School Calendar

Motion: Ms. Chatman
Second: Mr. McGuirk

RESOLVED, the Crawford Tech JOC approve the 2023-2024 Crawford Tech School Calendar as presented.

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>Yes</u>
Mr. DeFrancesco	<u>Yes</u>	Mr. McQuiston	<u>Yes</u>	Mr. Valesky	<u>Absent</u>

Motion Carried

B. Personnel

Motion: Mr. McGuirk
 Second: Mr. Burnham

RESOLVED, the Crawford Tech JOC approve the following items:

1. Jennifer Shearer as the Sports Medicine/Rehabilitative Sciences Instructor, pending all required paperwork, at Emergency Step 1 (\$50,936) of the approved negotiated contract for the 2023-2024 school year plus fringe benefits. Ms. Shearer’s start date will be August 25, 2023.
2. Cory Grazier, day-to-day Instructor/Instructional Aide Substitute, effective April 20, 2023, pending required paperwork.
3. Brenda McCloskey, Practical Nursing Program day-to-day Instructor Substitute, effective April 20, 2023, pending all required paperwork.
4. Tamera Vukas as the Practical Nursing Program Instructor, pending all required paperwork, at Masters Step 1 (\$59,469) of the approved negotiated contract for the 2023-2024 school year plus fringe benefits. Ms. Vukas start date will be approximately April 24, 2023.

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>Yes</u>
Mr. DeFrancesco	<u>Yes</u>	Mr. McQuiston	<u>Yes</u>	Mr. Valesky	<u>Absent</u>

Motion Carried

C. Practical Nursing Instructor Substitute Pay

Motion: Ms. Chatman
 Second: Mr. McGuirk

RESOLVED, the Crawford Tech JOC approve the Practical Nursing Clinical Substitute pay rate at \$30. per hour.

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>Yes</u>
Mr. DeFrancesco	<u>Yes</u>	Mr. McQuiston	<u>Yes</u>	Mr. Valesky	<u>Absent</u>

Motion Carried

D. Travel

Motion: Mr. DeFrancesco
 Second: Mr. McQuiston

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

1. Brad Custead, Laura Peterson, and 32 Welding students, field trip to Lincoln Electric, Euclid, OH, 5/24/2023. The cost to the JOC for transportation is \$745.00.
2. Michelle Hunter, Ken Saulsbery and 28 Computer and Information Science students, field trip to Pittsburgh Technical College, Oakdale, PA, 5/17/2023. The cost to the JOC for transportation is \$750.00.

3. Bonnie Stein, Cooperative Education Instructor: Attend DCTS Sections Meeting, Harrisburg, PA, 4/21-22/2023. There is no cost to the JOC. All expenses paid by PSEA.
4. Bonnie Stein, Cooperative Education Instructor: Attend Teacher Tailgate Meeting, State College, PA, 5/7-8/2023. The cost to the JOC for travel and food is approximately \$266.63.
5. Rebecca Parker, Practical Nursing Coordinator: Attend PA Association of PN Administrators PN Spring Conference, State College, PA, 5/3-5/2023. The cost to the PN Program for travel, lodging, registration and food is approximately \$709.00.

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>Yes</u>
Mr. DeFrancesco	<u>Yes</u>	Mr. McQuiston	<u>Yes</u>	Mr. Valesky	<u>Absent</u>

Motion Carried

E. Hercules LED Lighting Conversion Contract

Motion: Mr. DeFrancesco
 Second: Mr. McGuirk

RESOLVED, the Crawford Tech JOC approve the LED Lighting Conversion Contract with Hercules LED as presented from Capital Funds Project.

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>Yes</u>
Mr. DeFrancesco	<u>Yes</u>	Mr. McQuiston	<u>Yes</u>	Mr. Valesky	<u>Absent</u>

Motion Carried

F. Practical Nursing Policy Review-First Reading

- Late Disbursement
- Refund of Title IV Funds
- Satisfactory Academic Progress

G. Policy Review-Second Reading and Approval

Motion: Mr. Burnham
 Second: Mr. McGuirk

RESOLVED, the Crawford Tech JOC approve the following Policy Manual update as presented:

- **Policy 137.1 Extracurricular Participation by Home Education Students**

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>Yes</u>
Mr. DeFrancesco	<u>Yes</u>	Mr. McQuiston	<u>Yes</u>	Mr. Valesky	<u>Absent</u>

Motion Carried

H. Technical Assistance Program (TAP) MOU

Motion: Mr. McQuiston

Second: Mr. McGuirk

RESOLVED, the Crawford Tech JOC approve the Technical Assistance Program Memorandum of Understanding as presented.

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>Yes</u>
Mr. DeFrancesco	<u>Yes</u>	Mr. McQuiston	<u>Yes</u>	Mr. Valesky	<u>Absent</u>

Motion Carried

I. Armstrong Unified Voice Communication Commercial Service Agreement

Motion: Ms. Chatman

Second: Mr. DeFrancesco

RESOLVED, the Crawford Tech JOC approve the Armstrong Unified Voice Communication Commercial Service Agreement as presented.

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>Yes</u>
Mr. DeFrancesco	<u>Yes</u>	Mr. McQuiston	<u>Yes</u>	Mr. Valesky	<u>Absent</u>

Motion Carried

IX. DIRECTOR'S REPORT

X. SUPERINTENDENTS' COMMENTS

XI. JOC MEMBERS' COMMENTS/QUESTIONS

XII. NEXT MEETING – May 17, 2023

XIII. ADJOURNMENT

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



Jacquelynn Dutchcot
Business Manager/Board Secretary