

REGULAR MEETING – June 21, 2023

I. CALL TO ORDER

Members in attendance: John Burnham, Luigi DeFrancesco, Tim McQuiston, Eric McGuirk, Robert Johnston, Holly Chatman, David Valesky, Kevin Merritt (via phone), Delwood Smith

Members absent:

Others in attendance: Tim Glasspool, George Joseph, Mike Costa, Kevin Sprong, Jacquelynn Dutchcot, Zephaniah Chatman, Becky Parker, Karen Faivre, Alisha Stevensen, Diana Jones, Valerie Waid, Tami Farrell

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

PRESENTATION: Becky Parker, PN Program Coordinator, presented an update on the Practical Nursing Program.

The following visitors addressed the JOC:

Becky Parker, Coordinator, PN Program
Karen Faivre, Secretary, PN Program
Diana Jones, St. Pauls
Alisha Stevensen, Wesbury
Valerie Waid, Meadville Medical Center
Tami Farrell, Meadville Medical Center

EXECUTIVE SESSION: An executive session was held for Personnel Matters at 7:14 p.m. and reconvened at 8:00 p.m.

II. APPROVAL OF AGENDA

Motion: Mr. McGuirk
Second: Mr. Johnston

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>Yes</u>

Motion Carried

III. APPROVAL OF REGULAR MEETING MINUTES

Motion: Mr. McGuirk

Second: Mr. Johnston

RESOLVED, the Crawford Tech approve and accept the Regular Meeting Minutes of May 17, 2023.

Roll Call

Mr. Burnham Yes Mr. Johnston Yes Mr. Merritt Yes

Ms. Chatman Yes Mr. McGuirk Yes Mr. Smith Yes

Mr. DeFrancesco Yes Mr. McQuiston Yes Mr. Valesky Yes

Motion Carried

IV. FINANCIAL (see addenda)

Motion: Mr. McGuirk

Second: Mr. Burnham

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

A. Expenditures – General Fund bills for May and June totaling \$2,037,069.11, Student Activity Fund totaling \$22,650.97, as presented to the JOC members prior to the meeting for review. A copy of the listing will be made part of the minutes of this meeting.

B. Authorize the Business Manager to pay the July bills. Any invoices will be included in the report at the August JOC meeting.

C. Reports for June 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 Yes Mr. Johnston Yes Mr. Merritt Yes

Ms. Chatman Yes Mr. McGuirk Yes Mr. Smith Yes

Mr. DeFrancesco Yes Mr. McQuiston Yes Mr. Valesky Yes

Motion Carried

V. COMMUNICATION – Meadville Tribune: Signs of Success

Meadville Tribune: It's a Big Celebration

Meadville Tribune: It's Important For Us To Work Together

Meadville Tribune: Signing Day Participants

Meadville Tribune: Ups 'n' Downs

VI. OLD BUSINESS

VII. NEW BUSINESS

A. Practical Nursing Program

Motion: Ms. Chatman
 Second: Mr. Valesky

RESOLVED, the Crawford Tech JOC approve the closure of the Practical Nursing Program (CIP Code 51.3901) at the conclusion of the graduating class of 2023.

Motion to amend: Mr. Burnham
 Second: Mr. DeFrancesco

Amended Motion:

RESOLVED, the Crawford Tech JOC approve waiting 30 days, before approving closure of the Practical Nursing Program, to give Administration time to negotiate with outside agencies for funding.

Roll Call

Mr. Burnham	<u>Yes</u>	Mr. Johnston	<u>Yes</u>	Mr. Merritt	<u>No</u>
Ms. Chatman	<u>Yes</u>	Mr. McGuirk	<u>Yes</u>	Mr. Smith	<u>Yes</u>
Mr. DeFrancesco	<u>Yes</u>	Mr. McQuiston	<u>No</u>	Mr. Valesky	<u>Yes</u>

Motion Carried

RESOLVED, the Crawford Tech JOC approve waiting 30 days, before approving closure of the Practical Nursing Program, to give Administration time to negotiate with outside agencies for funding.

Roll Call

Mr. Burnham	<u>Yes</u>	Mr. Johnston	<u>Yes</u>	Mr. Merritt	<u>No</u>
Ms. Chatman	<u>Yes</u>	Mr. McGuirk	<u>Yes</u>	Mr. Smith	<u>Yes</u>
Mr. DeFrancesco	<u>Yes</u>	Mr. McQuiston	<u>No</u>	Mr. Valesky	<u>Yes</u>

Motion Carried

B. Personnel

Motion: Mr. DeFrancesco
 Second: Mr. Burnham

RESOLVED, the Crawford Tech JOC approve the following items:

1. William Sheasley, Electrical Occupations Instructor, pending all required paperwork, at Intern Step 1 (\$51,538.00) of the approved negotiated contract for the 2023-2024 school year, plus fringe benefits. Mr. Sheasley’s start date will be August 25, 2023.
2. Stacey Sabruno, Instructional Aide, pending all required paperwork, at the hourly rate of \$16.90, per the approved negotiated contract for the 2023-2024 school year, plus fringe benefits. Mrs. Sabruno’s start date will be August 25, 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>Yes</u>

Motion Carried

C. Travel

Motion: Mr. McGuirk
Second: Mr. Valesky

RESOLVED, the Crawford Tech JOC approve the following items:

1. Kevin Sprong and Mike Costa, attend the PACTA Summer Conference, State College, PA, 7/25-27/2023. The cost to the JOC for travel, lodging, registration, and food is approximately \$1,490.88.
2. Jacquelynn Dutchcot, attend the Emerging Leader Summit, Gettysburg, PA, 8/15-17/2023. The cost to the JOC for travel, lodging, and food is approximately \$791.

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>Yes</u>

Motion Carried

D. Close Account Records

Motion: Mr. Burnham
Second: Mr. DeFrancesco

RESOLVED, the Crawford Tech JOC authorize the Business Manager to close the 2022-2023 accounting records including posting of appropriate budgetary transfers.

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>Yes</u>

Motion Carried

E. Investment Authorization

Motion: Mr. Burnham
Second: Mr. Merritt

RESOLVED, the Crawford Tech JOC authorize the Business Manager and/or Director to purchase investments during the 2023-2024 year as monies become available.

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>Yes</u>

Motion Carried

F. Liability Insurance and Workman’s Compensation Coverage

Motion: Mr. McGuirk
 Second: Mr. DeFrancesco

RESOLVED, the Crawford Tech JOC approve the renewal of the Liability/Workers’ Compensation coverage for the 2023-2024 year 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>Yes</u>

Motion Carried

G. Greenhouse Roof

Motion: Mr. Merritt
 Second: Mr. McGuirk

RESOLVED, the Crawford Tech JOC approve the replacement of the greenhouse roof, using Capital Project Funds, in the amount of \$8,058.

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>Yes</u>

Motion Carried

H. Hercules LED Change Order

Motion: Ms. Chatman
 Second: Mr. Merritt

RESOLVED, the Crawford Tech JOC approve the Hercules LED Change order in the amount of \$2,532.29, using Capital Projects Funds.

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>Yes</u>

Motion Carried

I. Meadville Police MOU

Motion: Mr. McGuirk
 Second: Mr. Merritt

RESOLVED, the Crawford Tech JOC approve the Memorandum of Understanding with the Meadville City Police Department and the Crawford Tech from July 1, 2023 through June 30, 2025.

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>Yes</u>

Motion Carried

J. New Textbooks

Motion: Ms. Chatman
 Second: Mr. Merritt

RESOLVED, the Crawford Tech JOC approve the New Textbook List for the 2023-2024 school year 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>Yes</u>

Motion Carried

K. Surplus Items

Motion: Mr. Johnston
 Second: Mr. Merritt

RESOLVED, the Crawford Tech JOC approve the list of surplus items to be disposed of, pending review of the items for possible use by the three sending school districts.

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>Yes</u>

Motion Carried

L. Adult Education Schedule

Motion: Mr. McGuirk
 Second: Mr. Burnham

RESOLVED, the Crawford Tech JOC approve the Adult Evening Program schedule for Fall 2023 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>Yes</u>
Mr. DeFrancesco	<u>Yes</u>	Mr. McQuiston	<u>Yes</u>	Mr. Valesky	<u>Yes</u>

Motion Carried

M. Erie Bank Credit Cards

Motion: Ms. Chatman

Second: Mr. McGuirk

RESOLVED, the Crawford Tech JOC approve Erie Bank credit cards in place of the First National Bank credit cards.

Motion to Amend: Mr. DeFrancesco

Second: Mr. Burnham

Amended Motion:

RESOLVED, the Crawford Tech JOC approve Erie Bank credit cards in place of the First National Bank credit cards and approve the Business Manger to sign on behalf of the school.

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>Yes</u>

Motion Carried

RESOLVED, the Crawford Tech JOC approve Erie Bank credit cards in place of the First National Bank credit cards and approve the Business Manger to sign on behalf of the school.

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>Yes</u>

Motion Carried

N. Attendance Policy-2nd Reading and Approval

Motion: Mr. McGuirk

Second: Mr. Merritt

RESOLVED, the Crawford Tech JOC approve the Attendance Policy 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>Yes</u>

Motion Carried

VIII. EXECUTIVE SESSION- An Executive Session was held for Personnel Matters and the Annual School Safety Report at 8:41 p.m. and reconvened at 8:48 p.m.

IX. DIRECTOR'S REPORT

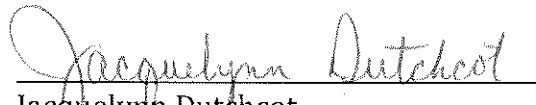
X. SUPERINTENDENTS' COMMENTS

XI. JOC MEMBERS' COMMENTS/QUESTIONS

XII. NEXT MEETING – July 24, 2023

XIII. ADJOURNMENT

The meeting adjourned on a motion by Mr. McGuirk, Seconded by Mr. DeFrancesco at 8:40 p.m. All in favor.



Jacquelyn Dutchcot
Business Manager/Board Secretary