



TO: Joint Operating Committee Members

FROM: Kevin L. Sprong, Director

DATE: September 18, 2023

RE: **REVISED** AGENDA for Wednesday, September 20, 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 August 16, 2023.

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 August and September totaling \$620,005.64 and Capital Funds payments totaling \$39,275.30, 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 September as presented:

- 1. Treasurer's Report**
- 2. Activities Report** - 2023-24 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: Two Year Programs To Switch To Three Year At Crawford Tech
- Meadville Tribune: More Students, Money, For Tech-Ed In State But Hurdles Remain
- Meadville Tribune: Each Day Shines For School Custodian Bev Barickman
- Meadville Tribune: Crawford Tech Nursing Grads

VI. OLD BUSINESS

VII. EXECUTIVE SESSION – Personnel Matters

VIII. NEW BUSINESS

A. Personnel

(Motion ____ Second ____ Action ____)

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

1. Karen Faivre, current Practical Nursing Program Clerk, be appointed the new Bookkeeper at Step 6 of the salary schedule of the negotiated contract (\$20.20/hour) plus fringe benefits, effective September 21, 2023.
2. Dale Meyer, Adult Education Instructor, starting September 22, 2023, at \$25.00 per hour, pending required paperwork.
3. Clerical substitute rate of \$15.00 per hour for the 2023-2024 school year.

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. Bonnie Stein and Tina Cutshall-Craft-2023 Cooperative Education Conference, State College, PA, 10/19-20/2023. The cost to the program for mileage, registration, lodging, and food is approximately \$913.60.
2. Becky Parker-PA Association of Practical Nursing Administrators, State College, PA, 10/4-6/2023. The cost to the program for mileage, lodging, registration and food is approximately \$837.33.
3. Mike Costa-PACTA Fall Workshop, State College, PA, 10/10-11/2023. The cost to the JOC for mileage, lodging, registration and food is approximately \$573.65.
4. Kristen Deets and Laura Peterson on a field trip with nine Cosmetology students, Columbus, OH Hair show, 10/9/2023. The cost to the program for a school bus, registration, and substitute is approximately \$2,420.00.
5. Cindy Saulsbery-Strategies: Educational Excellence for Health Care Providers and Educators, State College, PA, 11/2-3/2023. The cost to the program for mileage, lodging, registration, food and a substitute is approximately \$936.28.
6. Jackie Dutchcot-PACTA Business Administrators Fall Workshop, State College, PA, 10/17-18/2023. The cost to the JOC for mileage, lodging, registration and food is approximately \$650.00.
7. Rick Hogue-PASBO Facilities, Transportation and Safety, State College, PA, 10/9-10/2023. The cost to the JOC for mileage, lodging, registration and food is approximately \$682.00.
8. Dan Douglas-Teacher to Teacher Exchange, Allison Park, PA, 10/19/2023. The cost to the program for travel and a substitute is approximately \$237.66.

Roll Call

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

C. Skills USA

(Motion _____ Second _____ Action _____)

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

1. Annual SkillsUSA Fundraiser
2. Louise Rice-Reappointed the fundraising assistant to oversee the day-to-day collection of money and recordkeeping associated with the SkillsUSA fundraiser for 4-5 hours per day for approximately 35 work days, tentatively beginning 9/22/23. A \$1,600. stipend will be paid from the fundraising proceeds at the end of the sale.

3. Resignation of Brad Custead, Club Advisor, with regret, effective immediately.

UPDATED ITEM

4. **Ken Saulsbury**- SkillsUSA Club Advisor at a rate of \$2,200.00, beginning September 21, 2023, for the 2023-2024 school year.

Roll Call

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

D. OAC Membership List

(Motion ____ Second ____ Action ____)

RESOLVED, the Crawford Tech JOC approve the OAC (Occupational Advisory Committee) membership list for the 2023-2024 school year as presented, as per the PA Department of Education mandate.

Roll Call

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

E. 2024 PSBA Officers Election

(Motion ____ Second ____ Action ____)

RESOLVED, the Crawford Tech JOC approve the chosen candidates as selected below. The Board Secretary will register the votes online as required.

Roll Call

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

<u>President</u>	<u>Vice President</u>	<u>Treasurer</u>	<u>Western Zone Rep</u>	<u>Section W3Advisor</u>
Allison Mathis	Sabrina Backer	Karen Beck Pooley	Marsha Pleta	Erik Meredith

Trustee (2)

Marianne Neel

Michael Faccinetto

F. Merchant Services

(Motion ____ Second ____ Action ____)

RESOLVED, the Crawford Tech JOC grant permission to the Business Manager to sign documents with Erie Bank and their service providers to use a Merchant Services program at a cost of \$35.00 per month to the school and a 3.5% fee that will be passed on to the credit card holder.

Roll Call

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

NEW ITEM

G. Construction Industry Workforce Program Cooperative Agreement

(Motion ____ Second ____ Action ____)

RESOLVED, the Crawford Tech JOC approve the agreement between Crawford County CIWP and Crawford Tech.

Roll Call

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

IX. DIRECTOR'S REPORT

X. SUPERINTENDENTS' COMMENTS

XI. JOC MEMBERS' COMMENTS/QUESTIONS

XII. NEXT MEETING – October 18, 2023

XIII. ADJOURNMENT

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

Jacquelynn Dutchcot
Business Manager/Board Secretary