



REGULAR MEETING – September 20, 2023

I. CALL TO ORDER

Members in attendance: Luigi DeFrancesco, Eric McGuirk, Holly Chatman, Kevin Merritt, Tim McQuiston

Members absent: John Burnham, Robert Johnston, Delwood Smith, David Valesky

Others in attendance: Jarrin Sperry, Tom Washington, George Joseph, Mike Costa, Kevin Sprong, Jackie 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. McGuirk

Second: Ms. Chatman

Roll Call

Mr. Burnham	<u>Absent</u>	Mr. Johnston	<u>Absent</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>Absent</u>

Motion Carried

III. APPROVAL OF REGULAR MEETING MINUTES

Motion: Mr. McGuirk

Second: Mr. McQuiston

RESOLVED, the Crawford Tech approve and accept the Regular Meeting Minutes of August 16, 2023.

Roll Call

Mr. Burnham	<u>Absent</u>	Mr. Johnston	<u>Absent</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>Absent</u>

Motion Carried

IV. FINANCIAL (see addenda)

Motion: Ms. Chatman
 Second: Mr. DeFrancesco

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	<u>Absent</u>	Mr. Johnston	<u>Absent</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>Absent</u>

Motion Carried

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 – An Executive Session was held at 6:35 p.m. for Personnel Matters, reconvened at 7:07 p.m.

VIII. NEW BUSINESS**A. Personnel**

Motion: Mr. McGuirk
 Second: Ms. Chatman

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	<u>Absent</u>	Mr. Johnston	<u>Absent</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>Absent</u>

Motion Carried

B. Travel

Motion: Ms. Chatman
 Second: Mr. McQuiston

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	<u>Absent</u>	Mr. Johnston	<u>Absent</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>Absent</u>

Motion Carried

C. Skills USA

Motion: Mr. McGuirk
 Second: Mr. McQuiston

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

Roll Call

Mr. Burnham	<u>Absent</u>	Mr. Johnston	<u>Absent</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>Absent</u>

Motion Carried

D. OAC Membership List

Motion: Ms. Chatman

Second: Mr. McGuirk

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	<u>Absent</u>	Mr. Johnston	<u>Absent</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>Absent</u>

Motion Carried

E. 2024 PSBA Officers Election

Motion: Ms. Chatman

Second: Mr. McGuirk

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

Motion Carried

<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: Mr. McQuiston
 Second: Ms. Chatman

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.

Motion to Amend: Mr. DeFrancesco
 Second: No Second
 Motion to Amend: failed

Roll Call

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

Motion Failed (Section 508: Requires majority of the whole)

G. Construction Industry Workforce Program Cooperative Agreement

Motion: Ms. Chatman
 Second: Mr. McGuirk

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

Roll Call

Mr. Burnham	<u>Absent</u>	Mr. Johnston	<u>Absent</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>Absent</u>

Motion Carried

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 Mr. McQuiston, Seconded by Mr. McGuirk at 7:35p.m. All in favor.



Jacquelynn Dutchcot
Business Manager/Board Secretary