



TO: Joint Operating Committee Members
FROM: Kevin L. Sprong, Director 
DATE: November 10, 2023
RE: **AGENDA for Wednesday, November 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 JOC approve and accept the Regular Meeting Minutes of October 18, 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 October and November totaling \$576,819.67 and student activity funds payments of \$27,167.18 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 November 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: Heros + Villains = Fun
Crawford Tech: November Tech Talk

VI. OLD BUSINESS

VII. EXECUTIVE SESSION – Personnel Matters and to consider the purchase of Real Estate

VIII. NEW BUSINESS

A. Personnel

(Motion ____ Second ____ Action ____)

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

1. Dawn Muntean, day-to-day Instructor/Instructor Aide Substitute, beginning 11/16/2023.
2. Stacey Sprong, current Attendance Clerk, be appointed the new Student Services Clerk at Step 3 of the salary schedule of the negotiated contract (\$18.65 per hour) plus fringe benefits, effective December 18, 2023.
3. JoAnn Harvey, current Instructor Aide, be appointed the new Attendance Clerk at Step 2 of the salary schedule of the negotiated contract (\$18.45) plus fringe benefits, effective December 18, 2023.
4. Rebecca Dubose, Practical Nursing Clinical Substitute, retroactively approved for 10/31/2023, at the approved rate of \$30.00 per hour.

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:

1. Cindy Saulsbery and 27 Health Occupations students on a field trip to Laurel Technical Institute, Sharon, PA, 11/28/2023. The cost to the program for a bus and substitute is approximately \$600.00.
2. Dom DiMucci and four Automotive Technology students on a trip to Automotive Scholarship Competition, Oakdale, PA, 12/14/2023. The cost to the program for a substitute and school van is approximately \$252.00.
3. Dan Douglas, Carpentry program observation, Parkway West Career and Tech Center, Oakdale, PA, retroactive, 11/10/2023. The cost to the program for mileage, food, and substitute is approximately \$272.00.
4. Gary Decker, Special Education Advisory Panel, Harrisburg, PA, 12/13-14, 1/17-18, 2/27-28, 4/3-4, 5/8-9. The cost is covered completely by SEAP, there is no cost to the JOC.

Roll Call

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

C. Compensation Plans

(Motion ____ Second ____ Action ____)

RESOLVED, the Crawford Tech JOC approve the Compensation Plans for the Director, Assistant Director, Business Manager, Technology Coordinator, Maintenance Supervisor, Director’s Administrative Secretary, and Assistant Director’s Administrative Secretary for July 1, 2024 through June 30, 2029 as presented and reviewed in the Executive Session. A copy of the aforementioned documents shall be retained in the office of the Board Secretary.

Roll Call

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

D. Transfer to Capital and General Fund Balance

(Motion ____ Second ____ Action ____)

RESOLVED, that the Crawford Tech JOC approve \$800,000.00 transfer to the Capital Reserve Fund and \$556,864.00 transfer to General Fund Unassigned Fund balance.

Roll Call

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

E. Budget Transfers

(Motion _____ Second _____ Action _____)

RESOLVED, the Crawford Tech JOC approve the budgetary transfers, for closing the 2022-2023 school year, as presented.

Roll Call

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

F. Real Estate Option

(Motion _____ Second _____ Action _____)

RESOLVED, the Crawford Tech recommend to the Boards of School Directors for the Conneaut, Crawford Central, and PENNCREST School Districts the approval and execution of the Option Agreement for the purchase of the real estate at 20763 Old Ellis Hill Road on behalf of Crawford Tech.

Roll Call

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

G. Community College of Allegheny County Welding Agreement

(Motion _____ Second _____ Action _____)

RESOLVED, the Crawford Tech JOC approve the agreement between CCAC 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 – December 20, 2023

XIII. ADJOURNMENT

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

Jacquelynn Dutchcot
Business Manager/Board Secretary