



REGULAR MEETING – November 15, 2023

I. CALL TO ORDER

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

Members absent: Delwood Smith

Others in attendance: Jarrin Sperry, Tom Washington, George Joseph, Mike Costa, Jackie Dutchcot, Ken Newman, Dr. Jen Galdon, 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: Ms. Chatman

Second: Mr. Burnham

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>Absent</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. Johnston

Second: Mr. McGuirk

RESOLVED, the Crawford Tech JOC approve and accept the Regular Meeting Minutes of October 18, 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>Absent</u>
Mr. DeFrancesco	<u>Yes</u>	Mr. McQuiston	<u>Yes</u>	Mr. Valesky	<u>Yes</u>

Motion Carried

IV. FINANCIAL (see addenda)

Motion: Mr. McQuiston
Second: Mr. DeFrancesco

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

Motion Carried

V. COMMUNICATION – Meadville Tribune: Heros + Villains = Fun
Crawford Tech: November Tech Talk

VI. OLD BUSINESS

VII. EXECUTIVE SESSION – An Executive Session was held at 6:35 for Personnel Matters and to consider the purchase of Real Estate, reconvened at 7:20 p.m.

VIII. NEW BUSINESS

A. Personnel

Motion: Mr. McGuirk
Second: Mr. McQuiston

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

Motion Carried

B. Travel

Motion: Ms. Chatman
 Second: Mr. Burnham

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

Motion Carried

C. Compensation Plans - Withdrawn

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.

D. Transfer to Capital and General Fund Balance

Motion: Mr. McQuiston
 Second: Mr. McGuirk

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 for the 2022-2023 school year.

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

Motion Carried

E. Budget Transfers

Motion: Mr. McGuirk

Second: Mr. Burnham

RESOLVED, the Crawford Tech JOC approve the budgetary transfers, for closing the 2022-2023 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>Absent</u>
Mr. DeFrancesco	<u>Yes</u>	Mr. McQuiston	<u>Yes</u>	Mr. Valesky	<u>Yes</u>

Motion Carried

F. Real Estate Option

Motion: Ms. Chatman

Second: Mr. Valesky

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

Motion Carried

G. Community College of Allegheny County Welding Agreement

Motion: Mr. Johnston

Second: Mr. McGuirk

RESOLVED, the Crawford Tech JOC approve the agreement between CCAC and Crawford Tech.

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

Motion Carried

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 Mr. McQuiston, Seconded by Mr. DeFrancesco at 7:45 p.m. All in favor.



Jacquelyn Dutchcot
Business Manager/Board Secretary

