



Crawford County Career & Technical Center

REGULAR MEETING – DECEMBER 20, 2023

I. CALL TO ORDER

Members in attendance: Kevin Merritt, Tim McQuiston, John Burnham, David Valesky, Brian Custard, Monica Hargenrater, Ryan Klink

Members absent: Holly Chatman, Bob Johnston

Others in attendance: Jarrin Sperry, Tom Washington, George Joseph, Mike Costa, Jackie Dutchcot, Ken Newman, Dr. Jen Galdon, Joy Strain, Kevin Sprong

The regular meeting of the Joint Operating Committee of the Crawford Tech was called to order by Temporary Chairperson Merritt at 7:06 p.m.

LOCAL AUDIT REPORT PRESENTATION *By: Joy Strain, McGill, Power, Bell & Assoc.*

II. APPROVAL OF AGENDA

Motion: Mr. McQuiston

Second: Mr. Burnham

Roll Call

Mr. Burnham	<u>Yes</u>	Ms. Hargenrater	<u>Yes</u>	Mr. McQuiston	<u>Yes</u>
Ms. Chatman	<u>Absent</u>	Mr. Johnston	<u>Absent</u>	Mr. Merritt	<u>Yes</u>
Mr. Custard	<u>Yes</u>	Mr. Klink	<u>Yes</u>	Mr. Valesky	<u>Yes</u>

Motion Carried

III. APPROVAL OF REGULAR MEETING MINUTES

Motion: Mr. McQuiston

Second: Ms. Hargenrater

RESOLVED, the Crawford Tech JOC approve and accept the Regular Meeting Minutes of November 15, 2023.

Roll Call

Mr. Burnham	<u>Yes</u>	Ms. Hargenrater	<u>Yes</u>	Mr. McQuiston	<u>Yes</u>
Ms. Chatman	<u>Absent</u>	Mr. Johnston	<u>Absent</u>	Mr. Merritt	<u>Yes</u>
Mr. Custard	<u>Yes</u>	Mr. Klink	<u>Yes</u>	Mr. Valesky	<u>Yes</u>

Motion Carried

IV. FINANCIAL (see addenda)

Motion: Mr. Burnham

Second: Ms. Hargenrater

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

- A. **Expenditures** – General Fund bills for November and December totaling \$637,846.78 and Student Activity Funds totaling \$2,110.15, 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 December as presented:
 - 1. **Treasurer's Report**
 - 2. **Activities Report** - 2023-2024 school year
 - 3. **Shop Report**
 - 4. **Enrollment Report** (information only)
- C. Authorize the Business Manager to pay the January bills. Any invoices will be included in the report at the February JOC meeting.

Roll Call

Mr. Burnham	<u>Yes</u>	Ms. Hargenrater	<u>Yes</u>	Mr. McQuiston	<u>Yes</u>
Ms. Chatman	<u>Absent</u>	Mr. Johnston	<u>Absent</u>	Mr. Merritt	<u>Yes</u>
Mr. Custard	<u>Yes</u>	Mr. Klink	<u>Yes</u>	Mr. Valesky	<u>Yes</u>

Motion Carried

V. COMMUNICATION –

- Meadville Tribune: Penncrest Considers Crawford Tech Plan to Acquire Repair Shop
- Meadville Tribune: Crawford Tech Students Tour Firm, Learn About Opportunities
- Meadville Tribune: Crawford Tech to Host Open House
- December Tech Talk
- Your Chamber...Your Voice: Leadership Meadville, Education Day

VI. OLD BUSINESS

VII. EXECUTIVE SESSION – An Executive Session was held at 7:18 p.m. for Personnel Matters and to consider the purchase of Real Estate, reconvened at 7:55 p.m.

VIII. NEW BUSINESS

A. Personnel

Motion: Mr. Burnham
Second: Mr. Custard

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

1. Ardis Kliber, Practical Nursing Substitute Clerk, at the rate of \$15.00 per hour with no fringe benefits, retroactive, 12/11/23.
2. Joshua Mangel, Precision Machining Instructor, pending all required paperwork, at pro-rated, Emergency Step (\$50,936) of the approved negotiated contract for the 2023-2024 school year plus fringe benefits. Mr. Mangel's start date will be approximately January 8, 2024.

3. Alice Williams, Instructional Aide, pending all required paperwork, at Entry Step (\$ 16.90/hour) of the approved negotiated contract for the 2023-2024 school year, plus fringe benefits. Ms. Williams start date will be approximately January 8, 2024.
4. Beverly Barickman, retirement effective 5/31/24, with regret.

Roll Call

Mr. Burnham	<u>Yes</u>	Ms. Hargenrater	<u>Yes</u>	Mr. McQuiston	<u>Yes</u>
Ms. Chatman	<u>Absent</u>	Mr. Johnston	<u>Absent</u>	Mr. Merritt	<u>Yes</u>
Mr. Custard	<u>Yes</u>	Mr. Klink	<u>Yes</u>	Mr. Valesky	<u>Yes</u>

Motion Carried

B. Travel

Motion: Mr. McQuiston

Second: Mr. Valesky

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

- a. Kristen Deets, Cosmetology Instructor, Admiral Peary Area Vocational School, Ebensburg, PA on 3/1/24 for AVTEC Conference. The cost to the program for travel, lodging, food, and a substitute is approximately \$473.37.
- b. Tim Brown, Culinary Arts Instructor and Laura Peterson, Guidance Counselor with ten students on a field trip to State College, PA on 2/28-29/24 for ProStart Invitational. The cost to the program for travel, lodging, registration, food and a substitute is approximately \$2,500.00.
- c. Jennifer Shearer, Sports Medicine Instructor, Butler County Career Center, Butler, PA on 1/12/2024 for Teacher to Teacher Workshop. The cost to the program for travel and a substitute is approximately \$212.77.
- d. Kevin Sprong, Director, Hershey, PA, on 2/8-9/2024 for Pathways to Career Readiness Symposium. The cost to the JOC for travel, lodging, registration and food is approximately \$948.05.

Roll Call

Mr. Burnham	<u>Yes</u>	Ms. Hargenrater	<u>Yes</u>	Mr. McQuiston	<u>Yes</u>
Ms. Chatman	<u>Absent</u>	Mr. Johnston	<u>Absent</u>	Mr. Merritt	<u>Yes</u>
Mr. Custard	<u>Yes</u>	Mr. Klink	<u>Yes</u>	Mr. Valesky	<u>Yes</u>

Motion Carried

C. Local Audit Report

Motion: Mr. Burnham

Second: Mr. Valesky

RESOLVED, the Crawford Tech JOC accept the Local Audit Report for the year ended June 30, 2023 as presented by Joy Strain, from McGill, Power, Bell and Associates.

Roll Call

Mr. Burnham	<u>Yes</u>	Ms. Hargenrater	<u>Yes</u>	Mr. McQuiston	<u>Yes</u>
Ms. Chatman	<u>Absent</u>	Mr. Johnston	<u>Absent</u>	Mr. Merritt	<u>Yes</u>
Mr. Custard	<u>Yes</u>	Mr. Klink	<u>Yes</u>	Mr. Valesky	<u>Yes</u>

Motion Carried

D. Comprehensive Plan

Motion: Ms. Hagenrater
Second: Mr. Valesky

RESOLVED, the Crawford Tech JOC approve the Crawford County CTC 2023-2026 Comprehensive Plan.

Roll Call

Mr. Burnham	<u>Yes</u>	Ms. Hagenrater	<u>Yes</u>	Mr. McQuiston	<u>Yes</u>
Ms. Chatman	<u>Absent</u>	Mr. Johnston	<u>Absent</u>	Mr. Merritt	<u>Yes</u>
Mr. Custard	<u>Yes</u>	Mr. Klink	<u>Yes</u>	Mr. Valesky	<u>Yes</u>

Motion Carried

E. Real Estate

Motion: Mr. McQuiston
Second: Mr. Burnham

RESOLVED, the Crawford Tech JOC approve the following real estate item:

Authorize the administration to prepare a real estate sales agreement for the property at 12763 Old Ellis Hill Road for an amount discussed in executive session and to recommend the approval of the boards of the member school districts.

Roll Call

Mr. Burnham	<u>Yes</u>	Ms. Hagenrater	<u>Yes</u>	Mr. McQuiston	<u>Yes</u>
Ms. Chatman	<u>Absent</u>	Mr. Johnston	<u>Absent</u>	Mr. Merritt	<u>Yes</u>
Mr. Custard	<u>Yes</u>	Mr. Klink	<u>Yes</u>	Mr. Valesky	<u>Yes</u>

Motion Carried

IX. DIRECTOR'S REPORT

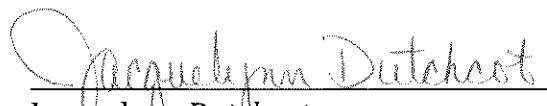
X. SUPERINTENDENTS' COMMENTS

XI. JOC MEMBERS' COMMENTS/QUESTIONS

XII. NEXT MEETING – February 21, 2023

XIII. ADJOURNMENT

The meeting adjourned on a motion by Mr. McQuiston, Seconded by Mr. Valesky at 8:06 p.m. All in favor.


 Jacquelyn Dutchcot
 Business Manager/Board Secretary