



Crawford County Career & Technical Center

REGULAR MEETING – FEBRUARY 21, 2024

I. CALL TO ORDER

Members in attendance: Kevin Merritt, Tim McQuiston, John Burnham, David Valesky, Monica Hargenrater, Ryan Klink, Holly Chatman, Bob Johnston

Members absent: Brian Custard

Others in attendance: Jarrin Sperry, George Joseph, Mike Costa, Jackie Dutchcot, Ken Newman, Dr. Jen Galdon, Kevin Sprong, Zephania Chatman

The regular meeting of the Joint Operating Committee of the Crawford Tech was called to order by Chairperson Merritt at 6:30 p.m.

II. APPROVAL OF AGENDA

Motion: Mr. Johnston

Second: Mr. Valesky

Roll Call

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

Motion Carried

III. APPROVAL OF REGULAR MEETING MINUTES

Motion: Ms. Chatman

Second: Mr. McQuiston

RESOLVED, the Crawford Tech JOC approve and accept the Regular Meeting Minutes of December 20, 2023.

Roll Call

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

Motion Carried

IV. FINANCIAL (see addenda)

Motion: Mr. Johnston

Second: Mr. Klink

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

- A. **Expenditures** – General Fund bills for December, January and February totaling \$765,245.73 and Student Activity Funds totaling \$4,417.62, 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 January and February as presented:
 - 1. **Treasurer's Report**
 - 2. **Activities Report** - 2023-2024 school year
 - 3. **Shop Report**
 - 4. **Enrollment Report** (information only)

Roll Call

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

Motion Carried

V. COMMUNICATION –

- Meadville Tribune: Head to Head
- PA Department of Transportation: HSI Program
- Crawford Tech: January and February Tech Talk
- Meadville Tribune: 911 Call Leads to Meadville Hospital Lockdown
- Your Chamber...Your Voice: Career Pathways to Apprenticeships Summit
- Your Chamber...Your Voice: Chocoholic Frolic
- yourerie.com: Skilled Workforce: Ferguson Construction

VI. OLD BUSINESS

VII. EXECUTIVE SESSION – An Executive Session was held at 6:50 p.m. for Personnel Matters, reconvened at 7:30 p.m.

VIII. NEW BUSINESS

A. Personnel

Motion: Mr. McQuiston

Second: Mr. Burnham

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

1. Paula Loveless, Instructional Aide, at Entry Step (\$16.90/hr) of the approved negotiated contract for the 2023-2024 school year, plus fringe benefits, retroactively 1/8/2024.
2. Judith Williams, Substitute Instructor/Instructional Aide/Clerk, at the approved substitute rates, with no fringe benefits.
3. John Fuller, retirement effective 6/7/2024, with regret.

Roll Call

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

Motion Carried

B. Travel

Motion: Ms. Chatman
 Second: Ms. Hargenrater

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

1. Gary Decker, Special Populations Coordinator, Harrisburg, PA on 3/11-12/2024 for PACTESP Mid Winter Conference. The cost to the JOC for travel and lodging is approximately \$433.98.
2. Lindsay Graff, Veterinary Sciences Instructor and 7 students on a field trip to New Castle, PA on 3/8/2024 for a FFA competition. The cost to the program for a substitute is \$125.00.
3. William Sheasley, Electrical Occupations Instructor, Parkway West CTC on 3/1/2024 for an observation of a three year program. The cost to the program for travel, food, and a substitute is approximately \$274.98.
4. Skills USA State Competition, Hershey, PA, 4/2-5/2024. 12 students, Cindy Saulsbery, Rob Kightlinger, Ken Saulsbery, and Michele Hunter will attend. The cost to the JOC for rental vans, fuel, staff lodging, substitutes and food is approximately \$5,723. The cost to SkillsUSA for student lodging, registration, and food is approximately \$5,240.

Roll Call

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

Motion Carried

**C. Compensation Plans
 Amended Motions:**

Motion: Mr. McQuiston
 Second: Mr. Klink

RESOLVED, the Crawford Tech JOC approve the Compensation Plans for the Director, Assistant Director, Business Manager, 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 with the health care plan design, including premium contribution, deductibles and co-payments the same as provided in the teachers’ CBA. A copy of the aforementioned documents shall be retained in the office of the Board Secretary.

Roll Call

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

Motion Carried

Motion: Ms. Chatman
 Second: Mr. McQuiston

RESOLVED, the Crawford Tech JOC approve the Compensation Plan for the Technology Coordinator for July 1, 2024 through June 30, 2029 as presented and reviewed in the Executive Session with the health care plan design, including premium contribution, deductibles and co-payments the same as provided in the teachers’ CBA. A copy of the aforementioned document shall be retained in the office of the Board Secretary.

Roll Call

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

Motion Carried

D. Adult Education Schedule

Motion: Mr. Johnston
 Second: Ms. Hargenrater

RESOLVED, the Crawford Tech JOC approve the Adult Education Schedule as presented. Also, the approval of additional classes to be added based on need.

Roll Call

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

Motion Carried

E. National Technical Honor Society

Motion: Ms. Chatman
 Second: Mr. McQuiston

RESOLVED, the Crawford Tech JOC approve the list of National Technical Honor Society Officers.

Roll Call

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

Motion Carried

F. Competitive Equipment Grant

Motion: Mr. Johnston
Second: Ms. Hargenrater

RESOLVED, the Crawford Tech JOC accept the Competitive Equipment Grant, in the amount of \$85,000. This grant will be used to purchase equipment for Culinary Arts, Precision Machining, HVAC, Automotive Technology, and Diesel Technology.

Roll Call

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

Motion Carried

G. School Vehicle Purchase

Motion: Ms. Chatman
Second: Mr. Valesky

RESOLVED, the Crawford Tech JOC approve the purchase of a 2024 Ford Expedition MAX in the amount of \$57,802.

Roll Call

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

Motion Carried

H. FFA Program

Motion: Mr. Johnston
Second: Mr. Klink

RESOLVED, the Crawford Tech JOC approve the Crawford Tech Future Farmers of America Chapter, advisor Lindsay Graff, and officers, as presented.

Roll Call

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

Motion Carried

I. Microbac Contract

Motion: Mr. McQuiston
Second: Mr. Johnston

RESOLVED, the Crawford Tech JOC approve the contract between Crawford Tech and Microbac, as presented.

Roll Call

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

Motion Carried

J. Engineering Contract

Motion: Mr. McQuiston
Second: Ms. Chatman

RESOLVED, the Crawford Tech JOC approve the contract between Crawford Tech and Porter Consulting Engineers, as presented.

Roll Call

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

Motion Carried

IX. DIRECTOR'S REPORT


X. SUPERINTENDENTS' COMMENTS

XI. JOC MEMBERS' COMMENTS

XII. NEXT MEETING – March 20, 2024

XIII. ADJOURNMENT

The meeting adjourned on a motion by Mr. McQuiston, Seconded by Ms. Hargenrater at 8:17 p.m. All in favor.



Jacquelyn Dutchcot
Business Manager/Board Secretary