



Crawford County Career & Technical Center

TO: Joint Operating Committee Members
FROM: Kevin L. Sprong, Director [Signature]
DATE: March 15, 2024
RE: AGENDA for Wednesday, March 20, 2024 at 6:30 p.m.

I. CALL TO ORDER (time \_\_\_\_\_)

Roll Call

Mr. Burnham \_\_\_\_\_ Ms. Hargenrater \_\_\_\_\_ Mr. McQuiston \_\_\_\_\_
Ms. Chatman \_\_\_\_\_ Mr. Johnston \_\_\_\_\_ Mr. Merritt \_\_\_\_\_
Mr. Custard \_\_\_\_\_ Mr. Klink \_\_\_\_\_ 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 \_\_\_\_\_ Ms. Hargenrater \_\_\_\_\_ Mr. McQuiston \_\_\_\_\_
Ms. Chatman \_\_\_\_\_ Mr. Johnston \_\_\_\_\_ Mr. Merritt \_\_\_\_\_
Mr. Custard \_\_\_\_\_ Mr. Klink \_\_\_\_\_ Mr. Valesky \_\_\_\_\_

III. APPROVAL OF REGULAR MEETING MINUTES

(Motion \_\_\_\_ Second \_\_\_\_ Action \_\_\_\_)

RESOLVED, the Crawford Tech JOC approve and accept the Regular Meeting Minutes of February 21, 2024.

Roll Call

Mr. Burnham \_\_\_\_\_ Ms. Hargenrater \_\_\_\_\_ Mr. McQuiston \_\_\_\_\_
Ms. Chatman \_\_\_\_\_ Mr. Johnston \_\_\_\_\_ Mr. Merritt \_\_\_\_\_
Mr. Custard \_\_\_\_\_ Mr. Klink \_\_\_\_\_ 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 February and March totaling \$559,133.96 and Student Activity Funds totaling \$1,297.00, 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 March 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	_____	Ms. Hargenrater	_____	Mr. McQuiston	_____
Ms. Chatman	_____	Mr. Johnston	_____	Mr. Merritt	_____
Mr. Custard	_____	Mr. Klink	_____	Mr. Valesky	_____

**V. COMMUNICATION –**

- Meadville Tribune: Crawford Tech’s Practical Nursing Program
- Meadville Tribune: Crawford Tech Set to Acquire Auto Mechanic Business Site
- Meadville Tribune: Delectable Dining
- Your Chamber...Your Voice: Crawford County K-12 Career Education Alliance
- Your Chamber...Your Voice : Chocoholic Frolic Results
- Meadville Tribune: Ups ‘n’ Downs
- Crawford Tech: March Tech Talk

**VI. OLD BUSINESS**

**VII. EXECUTIVE SESSION – Personnel Matters**

**VIII. NEW BUSINESS**

**A. Personnel**

(Motion \_\_\_\_\_ Second \_\_\_\_\_ Action \_\_\_\_\_)

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

1. Dan Engel, Maintenance, retirement effective 8/30/2024, with regret.
2. Mike Costa, Adult Education Coordinator, resignation, effective June 28, 2024, with regret.

Roll Call

Mr. Burnham	_____	Ms. Hargenrater	_____	Mr. McQuiston	_____
Ms. Chatman	_____	Mr. Johnston	_____	Mr. Merritt	_____
Mr. Custard	_____	Mr. Klink	_____	Mr. Valesky	_____

**B. Travel**

(Motion \_\_\_\_ Second \_\_\_\_ Action \_\_\_\_)

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

1. Tim Brown, Culinary Arts Instructor and Laura Peterson, Guidance Counselor with 11 students on a trip to Baltimore, MD on 4/25-29/2024 for the National ProStart Invitational. The cost to the program for travel, food and a substitute is approximately \$4,654.00
2. Bonnie Stein, Cooperative Education Instructor, Harrisburg, PA on 4/12-13/2024 for DCTS Sections Meeting. There is no cost to the JOC.

Roll Call

Mr. Burnham	_____	Ms. Hargenrater	_____	Mr. McQuiston	_____
Ms. Chatman	_____	Mr. Johnston	_____	Mr. Merritt	_____
Mr. Custard	_____	Mr. Klink	_____	Mr. Valesky	_____

**C. Substitute Custodian Pay Rate**

(Motion \_\_\_\_ Second \_\_\_\_ Action \_\_\_\_)

RESOLVED, the Crawford Tech JOC approve the Custodian Substitute pay rate at \$14.00 per hour for the 2023-2024 school year.

Roll Call

Mr. Burnham	_____	Ms. Hargenrater	_____	Mr. McQuiston	_____
Ms. Chatman	_____	Mr. Johnston	_____	Mr. Merritt	_____
Mr. Custard	_____	Mr. Klink	_____	Mr. Valesky	_____

**D. Tentative 2024-2025 Budget**

(Motion \_\_\_\_ Second \_\_\_\_ Action \_\_\_\_)

RESOLVED, the Crawford Tech JOC approve the 2024-2025 Budget in the amount of \$ 7,718,462 as follows, and that it be sent out to the participating districts' Boards for adoption:

Operating Expenditures \$ 6,606,582; Estimated Gross debt Services \$715,550; Secondary Perkins, Grants, Practical Nursing and Adult Education \$396,330.

Roll Call

Mr. Burnham	_____	Ms. Hargenrater	_____	Mr. McQuiston	_____
Ms. Chatman	_____	Mr. Johnston	_____	Mr. Merritt	_____
Mr. Custard	_____	Mr. Klink	_____	Mr. Valesky	_____

**E. Pennsylvania Commission on Crime and Delinquency Grant**

(Motion \_\_\_\_ Second \_\_\_\_ Action \_\_\_\_)

RESOLVED, the Crawford Tech JOC accept the conditionally approved PCCD Grant, in the amount of \$69,984. This grant will be used to fund the Mental Health Coordinator position.

Roll Call

Mr. Burnham	_____	Ms. Hargenrater	_____	Mr. McQuiston	_____
Ms. Chatman	_____	Mr. Johnston	_____	Mr. Merritt	_____
Mr. Custard	_____	Mr. Klink	_____	Mr. Valesky	_____

**F. e-Rate**

(Motion \_\_\_\_ Second \_\_\_\_ Action \_\_\_\_)

RESOLVED, the Crawford Tech JOC approve the agreement between e-Rate and Crawford Tech as presented.

Roll Call

Mr. Burnham	_____	Ms. Hargenrater	_____	Mr. McQuiston	_____
Ms. Chatman	_____	Mr. Johnston	_____	Mr. Merritt	_____
Mr. Custard	_____	Mr. Klink	_____	Mr. Valesky	_____

**G. Practical Nursing Program**

(Motion \_\_\_\_ Second \_\_\_\_ Action \_\_\_\_)

RESOLVED, the Crawford Tech JOC approve the following Practical Nursing Program items as presented:

1. Affiliation Agreement Addendum between Meadville Medical Center and Crawford Tech Practical Nursing Program.
2. Practical Nursing Program closure effective 8/31/2024.

Roll Call

Mr. Burnham	_____	Ms. Hargenrater	_____	Mr. McQuiston	_____
Ms. Chatman	_____	Mr. Johnston	_____	Mr. Merritt	_____
Mr. Custard	_____	Mr. Klink	_____	Mr. Valesky	_____

**H. Compensation Plan Revision**

(Motion \_\_\_\_ Second \_\_\_\_ Action \_\_\_\_)

RESOLVED, the Crawford Tech JOC amend the previously approved the Compensation Plans for the Vocational Director, Assistant Vocational Director, and Business Manager for July 1, 2024 through June 30, 2029 as presented to incorporate retiree health care clarifying language consistent with the JOC motion at its meeting on February 19, 2024 and to correct an inconsistency in the life

insurance benefit among the plans. A copy of the aforementioned documents shall be retained in the office of the Board Secretary.

Roll Call

Mr. Burnham	_____	Ms. Hargenrater	_____	Mr. McQuiston	_____
Ms. Chatman	_____	Mr. Johnston	_____	Mr. Merritt	_____
Mr. Custard	_____	Mr. Klink	_____	Mr. Valesky	_____

**IX. DIRECTOR'S REPORT**

1. Discussion of BioMass Energy System

**X. SUPERINTENDENTS' COMMENTS**

**XI. JOC MEMBERS' COMMENTS/QUESTIONS**

**XII. NEXT MEETING – April 17, 2024**

**XIII. ADJOURNMENT**

The meeting adjourned on a motion by \_\_\_\_\_, Seconded by \_\_\_\_\_  
at \_\_\_\_\_p.m. All in favor.

---

Jacquelynn Dutchcot  
Business Manager/Board Secretary