



Crawford County Career & Technical Center

TO: Joint Operating Committee Members
FROM: Kevin L. Sprong, Director
DATE: April 12, 2024
RE: AGENDA for Wednesday, April 17, 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 March 20, 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 March and April totaling \$930,205.07 and Student Activity Funds totaling \$448.41, 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 April 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: Uniquely Abled Academy Graduation
- April Tech Talk

VI. OLD BUSINESS

VII. EXECUTIVE SESSION – Personnel Matters

VIII. NEW BUSINESS

A. Adult Education Position Description

(Motion ____ Second ____ Action ____)

RESOLVED, the Crawford Tech JOC approve the Adult Education Position Description as presented.

Roll Call

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

B. Personnel

(Motion ____ Second ____ Action ____)

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

1. Laura Peterson, Adult Education Coordinator, at \$28 per hour for approximately 400 hours over ten months, beginning July 1, 2024.
2. Nadia Donovan, Substitute Instructor/Instructional Aide, at the approved substitute rates, with no fringe benefits.

Roll Call

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

C. Travel

(Motion ____ Second ____ Action ____)

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

1. Jacquelynn Dutchcot, Business Manager, State College, PA on 7/23-25/2024 for the 2024 PACTA Leadership Conference. The cost to the JOC for travel, lodging, registration, and food is approximately \$941.
2. Evan Moutsos, Welding Instructor and Dan Mealy, HVAC Instructor with HVAC and Valley Welding students to Harmony, PA on 4/23/2024 to visit the Steamfitters Training Center Local 449. The cost to the programs for a bus is \$500.
3. Becky Parker, Practical Nursing Coordinator, State College, PA on 5/8-10/24 for the PA Association of Practical Nursing Meeting. The cost to the program for travel, lodging, registration, and food is approximately \$828.
4. Cindy Saulsbery, Health Occupations Instructor, Parkway West CTC on 5/10/2024 for the Health Occupations Workshop. The cost to the program for travel, food, and a substitute is approximately \$275.

Roll Call

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

D. School Calendar

(Motion ____ Second ____ Action ____)

RESOLVED, the Crawford Tech JOC approve the 2024-2025 Crawford Tech School Calendar as presented.

Roll Call

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

E. Meadville Medical Center Practical Nursing Program Lease

(Motion ____ Second ____ Action ____)

RESOLVED, the Crawford Tech JOC approve the lease to Meadville Medical Center for the Practical Nursing Program space at Crawford Tech as presented.

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
2. Discussion of Potential West Mead Township Drainage Project

X. SUPERINTENDENTS' COMMENTS

XI. JOC MEMBERS' COMMENTS/QUESTIONS

XII. NEXT MEETING - May 15, 2024

XIII. ADJOURNMENT

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

Jacquelynn Dutchcot
Business Manager/Board Secretary