



Crawford County Career & Technical Center

REGULAR MEETING – SEPTEMBER 17, 2025

I. CALL TO ORDER

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

Members absent:

Others in attendance: Kevin Sprong, Mike Costa, Ryan Smith, Heather Harrington, Jenn Galdon, Adam Jardina, Shawn Ford

The regular meeting of the Joint Operating Committee of Crawford Tech was called to order by Chairperson Merritt at 6:29 p.m.

PRESENTATION- Jill Kish, Mental Health Coordinator, presented to the JOC from 6:30 p.m to 6:50 p.m.

II. APPROVAL OF AGENDA

Motion: Mr. Burnham

Second: Mr. Klink

Roll Call

Mr. Burnham Yes

Mr. Johnston Yes

Mr. Merritt Yes

Mr. Custard Yes

Mr. Klink Yes

Mr. Rose Yes

Ms. Hargenrater Yes

Mr. McQuiston Yes

Mr. Valesky Yes

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 August 20, 2025.

Roll Call

Mr. Burnham Yes

Mr. Johnston Yes

Mr. Merritt Yes

Mr. Custard Yes

Mr. Klink Yes

Mr. Rose Yes

Ms. Hargenrater Yes

Mr. McQuiston Yes

Mr. Valesky Yes

Motion Carried

IV. FINANCIAL (see addenda)

Motion: Mr. Burnham

Second: Mr. Klink

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

- A. Expenditures** – General Fund bills for August and September totaling \$737,983.58, Student Activity Funds totaling \$12,164.13, and Capital Fund payments totaling \$39,162. 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 September as presented:

1. **Treasurer's Report**
2. **Activities Report** - 2025-2026 school year
3. **Shop Report**
4. **Enrollment Report** (information only)

Roll Call

Mr. Burnham Yes

Mr. Johnston Yes

Mr. Merritt Yes

Mr. Custard Yes

Mr. Klink Yes

Mr. Rose Yes

Ms. Hargenrater Yes

Mr. McQuiston Yes

Mr. Valesky Yes

Motion Carried

V. COMMUNICATION**VI. OLD BUSINESS**

- VII. EXECUTIVE SESSION** – An Executive Session was held at 6:50 p.m. for Personnel and Contract Negotiations, reconvened at 7:24 p.m.

VIII. NEW BUSINESS**A. Personnel**

Motion: Mr. Klink

Second: Ms. Hargenrater

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

1. Rob Kightlinger, SkillsUSA Advisor, at \$2,300. for the 2025-2026 school year, beginning September 18, 2025.
2. Mike Costa, Adult Education Supervisor, at \$28 per hour for approximately 400 hours over ten months, beginning September 18, 2025.
3. Lindsay Graff, FFA Advisor, at \$2,300. for the 2025-2026 school year, beginning September 18, 2025.
4. Ashely Crandall, Leave of Absence, without pay, for a period up to 18 months, beginning September 24, 2025.

Roll Call

Mr. Burnham YesMr. Custard YesMs. Hargenrater Yes

Motion Carried

Mr. Johnston YesMr. Klink YesMr. McQuiston YesMr. Merritt YesMr. Rose YesMr. Valesky Yes**B. Travel**

Motion: Mr. Burnham

Second: Mr. McQuiston

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

1. Bonnie Stein and Tina Craft, State College, Cooperative Education/PCEA Conference, 10/16-17/2025. The cost to the program for mileage, lodging, registration, and food is approximately \$850.

2. Kevin Sprong, State College, PACTA State Officers Retreat, 9/30-10/1/2025. The cost to the JOC for mileage, lodging, and food is approximately \$506.

3. Mike Costa and Matt Trypus, State College, PACTA Workshop, 10/2-3/2025. The cost to the JOC for mileage, lodging, registration, and food is approximately \$1,261.

Roll Call

Mr. Burnham YesMr. Custard YesMs. Hargenrater Yes

Motion Carried

Mr. Johnston YesMr. Klink YesMr. McQuiston YesMr. Merritt YesMr. Rose YesMr. Valesky Yes**C. Porter Consulting Bid Specs Proposal**

Motion: Mr. McQuiston

Second: Mr. Klink

RESOLVED, the Crawford Tech JOC approve the Porter Consulting Bid Specs Proposal as presented.

Roll Call

Mr. Burnham YesMr. Custard YesMs. Hargenrater Yes

Motion Carried

Mr. Johnston YesMr. Klink YesMr. McQuiston YesMr. Merritt YesMr. Rose YesMr. Valesky Yes**D. SkillsUSA**

Motion: Mr. Burnham

Second: Mr. Klink

RESOLVED, the Crawford Tech JOC approve the following items:

1. Annual SkillsUSA Fundraiser

2. Louise Rice-Reappointed the fundraising assistant to oversee the day-to-day collection of money and recordkeeping associated with the SkillsUSA fundraiser for 4-5 hours per day for approximately 35 work days, tentatively beginning 9/29/2025. A \$1,600. stipend will be paid from the fundraising proceeds at the end of the sale.

Roll Call

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

Motion Carried

E. Operation Agreement with Crawford County

Motion : Mr. McQuiston

Second : Mr. Burnham

RESOLVED, the Crawford Tech JOC approve the operation agreement between Crawford County and Crawford Tech as presented.

Roll Call

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

Motion Carried

F. MOU Dean of Students

Motion: Mr. Klink

Second: Ms. Hargenrater

RESOLVED, the Crawford Tech JOC approve the Dean of Students Memorandum of Understanding between Crawford Tech and Crawford Tech Education Association.

Roll Call

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

Motion Carried

G. OAC Membership List

Motion: Mr. Burnham

Second: Mr. Klink

RESOLVED, the Crawford Tech JOC approve the OAC (Occupational Advisory Committee) membership list for the 2025-2026 school year as presented, as per the PA Department of Education mandate.

Roll Call

Mr. Burnham YesMr. Johnston YesMr. Merritt YesMr. Custard YesMr. Klink YesMr. Rose YesMs. Hargenrater YesMr. McQuiston YesMr. Valesky Yes

Motion Carried

H. 2026 PSBA Officers Election

Motion: Mr. Klink

Second: Mr. McQuiston

RESOLVED, the Crawford Tech JOC approve the chosen candidates as selected below. The Board Secretary will register the votes online as required.

President: Holly Arnold

Vice President: Matt Vannoy

Insurance Trustees (choose 2): Kathy Swope, Roberta Marcus

School Board Secretaries (choose 3): Christina DeAngelis, Tricia Cousino, Jamie Zimeofsky

Roll Call

Mr. Burnham YesMr. Johnston YesMr. Merritt YesMr. Custard YesMr. Klink YesMr. Rose YesMs. Hargenrater YesMr. McQuiston YesMr. Valesky Yes

Motion Carried

I. Technical Assistance MOU 2025-2026

Motion: Mr. Klink

Second: Ms. Hargenrater

RESOLVED, the Crawford Tech JOC approve the 2025-2026 Technology Assistance Program Memorandum of Understanding as presented.

Roll Call

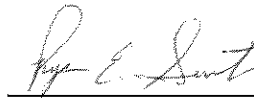
Mr. Burnham YesMr. Johnston YesMr. Merritt YesMr. Custard YesMr. Klink YesMr. Rose YesMs. Hargenrater YesMr. McQuiston YesMr. Valesky Yes

Motion Carried

IX. DIRECTOR'S REPORT**X. DISCUSSION: Total Grant Services Contract****XI. SUPERINTENDENTS' COMMENTS****XII. JOC MEMBERS' COMMENTS/QUESTIONS****XIII. NEXT MEETING – October 15, 2025**

XIV. ADJOURNMENT

The meeting adjourned on a motion by Mr. McQuiston, Seconded by Ms. Hargenrater at 7:53 p.m. All in favor.

A handwritten signature in cursive script, appearing to read "Ryan Smith", is written above a horizontal line.

Ryan Smith
Business Manager/Board Secretary