



Crawford County Career & Technical Center

## REGULAR MINUTES – SEPTEMBER 16, 2026

### I. CALL TO ORDER

Members in attendance: Tim McQuiston, Kevin Merritt, John Burnham, Ryan Klink, Fred Bryant, Michael Chausse, Brian Custard, Monica Hargenrater

Members absent: Jeffrey Rose

Others in attendance: Kevin Sprong, Mike Costa, Ryan Smith, Jordan Shuber, Adam Jardina

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

### II. APPROVAL OF AGENDA

Motion: Ms. Hargenrater

Second: Mr. Klink

Roll Call

|             |            |                 |            |               |               |
|-------------|------------|-----------------|------------|---------------|---------------|
| Mr. Bryant  | <u>Yes</u> | Mr. Custard     | <u>Yes</u> | Mr. McQuiston | <u>Yes</u>    |
| Mr. Burnham | <u>Yes</u> | Ms. Hargenrater | <u>Yes</u> | Mr. Merritt   | <u>Yes</u>    |
| Mr. Chausse | <u>Yes</u> | Mr. Klink       | <u>Yes</u> | Mr. Rose      | <u>Absent</u> |

Motion Carried

### III. APPROVAL OF REGULAR MEETING MINUTES

Motion: Mr. McQuiston

Second: Mr. Klink

RESOLVED, the Crawford Tech JOC approve and accept the Regular Meeting Minutes of August 19, 2026.

Roll Call

|             |            |                 |            |               |               |
|-------------|------------|-----------------|------------|---------------|---------------|
| Mr. Bryant  | <u>Yes</u> | Mr. Custard     | <u>Yes</u> | Mr. McQuiston | <u>Yes</u>    |
| Mr. Burnham | <u>Yes</u> | Ms. Hargenrater | <u>Yes</u> | Mr. Merritt   | <u>Yes</u>    |
| Mr. Chausse | <u>Yes</u> | Mr. Klink       | <u>Yes</u> | Mr. Rose      | <u>Absent</u> |

Motion Carried

### IV. FINANCIAL (see addenda)

Motion: Ms. Hargenrater

Second: Mr. McQuiston

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

**A. Expenditures** – General Fund bills for August and September totaling \$635,393.70 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** - 2026-2027 school year
- 3. Shop Report**
- 4. Enrollment Report** (information only)

Roll Call

|             |            |                 |            |               |               |
|-------------|------------|-----------------|------------|---------------|---------------|
| Mr. Bryant  | <u>Yes</u> | Mr. Custard     | <u>Yes</u> | Mr. McQuiston | <u>Yes</u>    |
| Mr. Burnham | <u>Yes</u> | Ms. Hargenrater | <u>Yes</u> | Mr. Merritt   | <u>Yes</u>    |
| Mr. Chausse | <u>Yes</u> | Mr. Klink       | <u>Yes</u> | Mr. Rose      | <u>Absent</u> |

Motion Carried

**V. COMMUNICATION**

**VI. OLD BUSINESS**

**VII. EXECUTIVE SESSION** – An Executive Session was held at 6:33 p.m. for Personnel Matters, reconvened at 6:49 p.m.

**VIII. NEW BUSINESS**

**A. Personnel**

Motion: Mr. Bryant  
Second: Mr. Burnham

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

1. Lynne Benjamin, Substitute Custodian and Substitute Aide, retroactive, 9/2/2026.
2. Ernestina Shields, Substitute Custodian, retroactive, 9/2/2026.
3. Leonore Ransom, FMLA, pending submission of all required paperwork and solicitor approval.

Roll Call

|             |            |                 |            |               |               |
|-------------|------------|-----------------|------------|---------------|---------------|
| Mr. Bryant  | <u>Yes</u> | Mr. Custard     | <u>Yes</u> | Mr. McQuiston | <u>Yes</u>    |
| Mr. Burnham | <u>Yes</u> | Ms. Hargenrater | <u>Yes</u> | Mr. Merritt   | <u>Yes</u>    |
| Mr. Chausse | <u>Yes</u> | Mr. Klink       | <u>Yes</u> | Mr. Rose      | <u>Absent</u> |

Motion Carried

**B. Travel**

Motion: Mr. Burnham  
Second: Ms. Hargenrater

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

1. Dan Douglas, Gary Decker, and 29 Carpentry students, Build On Career Expo, Pittsburgh, PA, 10/23/26. The cost to the program for a school bus is approximately \$695.
2. Evan Moutsos, Brad Custead, Rob Kightlinger, 15 Welding students, and 23 Electronics students, Manufacturing Day, Erie, PA, 10/7/2026. The cost to the programs for a school bus and one substitute is approximately \$552.
3. Mike Costa and Frank Shields, PACTA workshop, State College, PA, 10/1-2/2026. The cost to the JOC for mileage, lodging, registration and food is approximately \$1,201.
4. Laura Peterson, Dean of Students Symposium, Edinboro, PA, 10/7/2026. The cost to the JOC for mileage and registration is approximately \$139.
5. Kevin Sprong, Energy Educator Retreat, Scranton, PA, 10/14-16/2026. There is no cost to the JOC.

Roll Call

|             |            |                 |            |               |               |
|-------------|------------|-----------------|------------|---------------|---------------|
| Mr. Bryant  | <u>Yes</u> | Mr. Custard     | <u>Yes</u> | Mr. McQuiston | <u>Yes</u>    |
| Mr. Burnham | <u>Yes</u> | Ms. Hargenrater | <u>Yes</u> | Mr. Merritt   | <u>Yes</u>    |
| Mr. Chausse | <u>Yes</u> | Mr. Klink       | <u>Yes</u> | Mr. Rose      | <u>Absent</u> |

Motion Carried

#### C. Surplus

Motion: Mr. Custard  
Second: Mr. Klink

RESOLVED, the Crawford Tech JOC approve the list of surplus items to be disposed of, pending review of the items for possible use by the three sending school districts.

Roll Call

|             |            |                 |            |               |               |
|-------------|------------|-----------------|------------|---------------|---------------|
| Mr. Bryant  | <u>Yes</u> | Mr. Custard     | <u>Yes</u> | Mr. McQuiston | <u>Yes</u>    |
| Mr. Burnham | <u>Yes</u> | Ms. Hargenrater | <u>Yes</u> | Mr. Merritt   | <u>Yes</u>    |
| Mr. Chausse | <u>Yes</u> | Mr. Klink       | <u>Yes</u> | Mr. Rose      | <u>Absent</u> |

Motion Carried

#### D. OAC Membership List

Motion: Mr. McQuiston  
Second: Mr. Klink

RESOLVED, the Crawford Tech JOC approve the OAC (Occupational Advisory Committee) membership list for the 2026-2027 school year as presented, as per the PA Department of Education mandate.

Roll Call

|             |            |                 |            |               |               |
|-------------|------------|-----------------|------------|---------------|---------------|
| Mr. Bryant  | <u>Yes</u> | Mr. Custard     | <u>Yes</u> | Mr. McQuiston | <u>Yes</u>    |
| Mr. Burnham | <u>Yes</u> | Ms. Hargenrater | <u>Yes</u> | Mr. Merritt   | <u>Yes</u>    |
| Mr. Chausse | <u>Yes</u> | Mr. Klink       | <u>Yes</u> | Mr. Rose      | <u>Absent</u> |

Motion Carried

**E. 2027 PSBA Officers Election**

Motion: Mr. McQuiston  
Second: Mr. Burnham

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

President: Matt Vannoy  
Vice President: Kristy Bolte  
Treasurer: David Hein  
Insurance Trustees: Marianne Neel, Dr. Michael Faccinetto (choose up to 2)

Roll Call

|             |            |                 |            |               |               |
|-------------|------------|-----------------|------------|---------------|---------------|
| Mr. Bryant  | <u>Yes</u> | Mr. Custard     | <u>Yes</u> | Mr. McQuiston | <u>Yes</u>    |
| Mr. Burnham | <u>Yes</u> | Ms. Hargenrater | <u>Yes</u> | Mr. Merritt   | <u>Yes</u>    |
| Mr. Chausse | <u>Yes</u> | Mr. Klink       | <u>Yes</u> | Mr. Rose      | <u>Absent</u> |

Motion Carried

**F. Technical Assistance MOU 2026-2027**

Motion: Ms. Hargenrater  
Second: Mr. McQuiston

RESOLVED, the Crawford Tech JOC approve the 2026-2027 Technology Assistance Program Memorandum of Understanding as presented.

Roll Call

|             |            |                 |            |               |               |
|-------------|------------|-----------------|------------|---------------|---------------|
| Mr. Bryant  | <u>Yes</u> | Mr. Custard     | <u>Yes</u> | Mr. McQuiston | <u>Yes</u>    |
| Mr. Burnham | <u>Yes</u> | Ms. Hargenrater | <u>Yes</u> | Mr. Merritt   | <u>Yes</u>    |
| Mr. Chausse | <u>Yes</u> | Mr. Klink       | <u>Yes</u> | Mr. Rose      | <u>Absent</u> |

Motion Carried

**G. SkillsUSA**

Motion: Mr. Custard  
Second: Mr. Klink

RESOLVED, the Crawford Tech JOC approve the following items:

1. Annual SkillsUSA Fundraiser
2. Fundraising assistant, pending required paperwork, 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 10/5/2026. A \$1,600. stipend will be paid from the fundraising proceeds at the end of the sale.

Roll Call

|             |            |                 |            |               |               |
|-------------|------------|-----------------|------------|---------------|---------------|
| Mr. Bryant  | <u>Yes</u> | Mr. Custard     | <u>Yes</u> | Mr. McQuiston | <u>Yes</u>    |
| Mr. Burnham | <u>Yes</u> | Ms. Hargenrater | <u>Yes</u> | Mr. Merritt   | <u>Yes</u>    |
| Mr. Chausse | <u>Yes</u> | Mr. Klink       | <u>Yes</u> | Mr. Rose      | <u>Absent</u> |

Motion Carried

**H. Dean of Students**

Motion: Mr. McQuiston

Second: Mr. Chausse

RESOLVED, the Crawford Tech JOC approve the Dean of Students MOU, as presented.

Roll Call

Mr. Bryant Yes

Mr. Burnham Yes

Mr. Chausse Yes

Motion Carried

Mr. Custard Yes

Ms. Hargenrater Yes

Mr. Klink Yes

Mr. McQuiston Yes

Mr. Merritt Yes

Mr. Rose Absent

**IX. DIRECTOR'S REPORT**

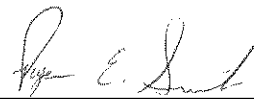
**X. SUPERINTENDENTS' COMMENTS**

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

**XII. NEXT MEETING – October 21, 2026**

**XIII. ADJOURNMENT**

The meeting adjourned on a motion by Mr. Klink, Seconded by Ms. Hargenrater at 7:24 p.m.  
All in favor.



Ryan Smith  
Business Manager/Board Secretary

