



REGULAR MEETING – DECEMBER 15, 2021

I. CALL TO ORDER

Members in attendance: John Burnham, Luigi DeFrancesco, Eric McGuirk, David Valesky, Tim McQuiston, Kevin Merritt, Holly Chatman, Delwood Smith, Robert Johnston (zoom)

Members absent:

Others in attendance: Tim Glasspool, Tom Washington, Jarrin Sperry, Colleen Stumpf, Denny O’Laughlin (zoom), Cindy Harry (zoom), Joy Strain, David Schaef, Jackie Dutchcot, Mike Costa, Kevin Sprong

The regular meeting of the Joint Operating Committee of the Crawford County CTC was called to order by Chairperson Merritt at 7:10 p.m.

PRESENTATIONS

A. Local Audit Report by Joy Strain

II. APPROVAL OF AGENDA

Motion: Mr. Burnham

Second: Mr. McGuirk

Roll Call

Mr. Burnham	<u>Yes</u>	Mr. Valesky	<u>Yes</u>	Mr. Merritt	<u>Yes</u>
Mr. DeFrancesco	<u>Yes</u>	Mr. Johnston	<u>Yes</u>	Ms. Chatman	<u>Yes</u>
Mr. McGuirk	<u>Yes</u>	Mr. McQuiston	<u>Yes</u>	Mr. Smith	<u>Yes</u>

Motion Carried

III. APPROVAL OF REGULAR MEETING MINUTES

Motion: Mr. DeFrancesco

Second: Mr. Valesky

RESOLVED, the CCCTC JOC approve and accept the Regular Meeting Minutes of November 17, 2021.

Roll Call

Mr. Burnham	<u>Yes</u>	Mr. Valesky	<u>Yes</u>	Mr. Merritt	<u>Yes</u>
Mr. DeFrancesco	<u>Yes</u>	Mr. Johnston	<u>Yes</u>	Ms. Chatman	<u>Yes</u>
Mr. McGuirk	<u>Yes</u>	Mr. McQuiston	<u>Yes</u>	Mr. Smith	<u>Yes</u>

Motion Carried

IV. FINANCIAL (see addenda)

Motion: Mr. Burnham
Second: Mr. McGuirk

RESOLVED, the CCCTC JOC approve and accept the following financial items:

- A. Expenditures** – General Fund bills for November and December totaling \$353,091.89, 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 December as presented:
 - 1. Treasurer's Report**
 - 2. Activities Report** - 2021-22 school year
 - 3. Shop Report**
 - 4. Enrollment Report** (information only)

Roll Call

Mr. Burnham	<u>Yes</u>	Mr. Valesky	<u>Yes</u>	Mr. Merritt	<u>Yes</u>
Mr. DeFrancesco	<u>Yes</u>	Mr. Johnston	<u>Yes</u>	Ms. Chatman	<u>Yes</u>
Mr. McGuirk	<u>Yes</u>	Mr. McQuiston	<u>Yes</u>	Mr. Smith	<u>Yes</u>

Motion Carried

- V. COMMUNICATION** – Meadville Tribune: Gold and Silver Awards
Meadville Tribune: Conneaut Swears in Newest Board Members

VI. OLD BUSINESS

VII. NEW BUSINESS

A. Website Management

Motion: Mr. McQuiston
Second: Mr. McGuirk

RESOLVED, the CCCTC JOC reappoint Dennis O'Laughlin the webmaster to manage our website from January 1, 2022 through June 30, 2022 at a cost of \$1,350.00

Roll Call

Mr. Burnham	<u>Yes</u>	Mr. Valesky	<u>Yes</u>	Mr. Merritt	<u>Yes</u>
Mr. DeFrancesco	<u>Yes</u>	Mr. Johnston	<u>Yes</u>	Ms. Chatman	<u>Yes</u>
Mr. McGuirk	<u>Yes</u>	Mr. McQuiston	<u>Yes</u>	Mr. Smith	<u>Yes</u>

Motion Carried

B. Travel

Motion: Mr. McGuirk
 Second: Mr. McQuiston

RESOLVED, the CCCTC JOC approve

1. Tim Brown, Culinary Arts Instructor, and Laura Peterson, Guidance Counselor-State College, PA with three students for the **PA ProStart Invitational** on February 22-23, 2022. The approximate cost of \$1,415.00 will be paid through the program. There is no cost to the JOC.
2. Brad Custead and Cindy Saulsbery, SkillsUSA Advisors; Rob Kightlinger and Nick Shearer, Competition Chairs-New Castle, PA on January 14, 2022 with approximately 30 students. Brad Custead and another chaperone-Harmony, PA on January 13, 2022 with approximately 1 student for the **SkillsUSA District 10 Competition**. The cost to the JOC for substitutes and travel is approximately \$ 900.00 The cost to SkillsUSA for registration is approximately \$1,200.00

Roll Call

Mr. Burnham	<u>Yes</u>	Mr. Valesky	<u>Yes</u>	Mr. Merritt	<u>Yes</u>
Mr. DeFrancesco	<u>Yes</u>	Mr. Johnston	<u>Yes</u>	Ms. Chatman	<u>Yes</u>
Mr. McGuirk	<u>Yes</u>	Mr. McQuiston	<u>Yes</u>	Mr. Smith	<u>Yes</u>

Motion Carried

C. Local Audit Report

Motion: Mr. Burnham
 Second: Mr. McQuiston

RESOLVED, the CCCTC JOC accept the Local Audit Report for the year ended June 30, 2021 as presented by Joy Strain, from McGill, Power, Bell and Associates.

Roll Call

Mr. Burnham	<u>Yes</u>	Mr. Valesky	<u>Yes</u>	Mr. Merritt	<u>Yes</u>
Mr. DeFrancesco	<u>Yes</u>	Mr. Johnston	<u>Yes</u>	Ms. Chatman	<u>Yes</u>
Mr. McGuirk	<u>Yes</u>	Mr. McQuiston	<u>Yes</u>	Mr. Smith	<u>Yes</u>

Motion Carried

D. Commercial Art Program Closure

Motion: Mr. McQuiston
 Second: Mr. Smith

RESOLVED, that the CCCTC JOC approve closing the Commercial Art program at the end of the 2021-2022 school year and replace with a new program to be determined. The new program will begin no later than the start of the 2023-2024 school year.

Roll Call

Mr. Burnham No Mr. Valesky Yes Mr. Merritt YesMr. DeFrancesco Yes Mr. Johnston Yes Ms. Chatman YesMr. McGuirk No Mr. McQuiston Yes Mr. Smith Yes

Motion Carried

E. Substitute Teachers

Motion: Mr. Burnham

Second: Mr. McGuirk

RESOLVED, the CCCTC JOC approve Monica Brown and Doug Jordan as day-to-day substitutes effective December 16, 2022, pending completion of required paperwork.

Roll Call

Mr. Burnham Yes Mr. Valesky Yes Mr. Merritt YesMr. DeFrancesco Yes Mr. Johnston Yes Ms. Chatman YesMr. McGuirk Yes Mr. McQuiston Yes Mr. Smith Yes

Motion Carried

F. Demand Response Contract

Motion: Mr. Smith

Second: Mr. McQuiston

RESOLVED, the CCCTC JOC approve the attached contract for Demand Response with Centrica Business Solutions.

Roll Call

Mr. Burnham Yes Mr. Valesky Yes Mr. Merritt YesMr. DeFrancesco Yes Mr. Johnston Yes Ms. Chatman YesMr. McGuirk Yes Mr. McQuiston Yes Mr. Smith Yes

Motion Carried

G. Activity Credit Cards

Motion: Mr. McQuiston

Second: Mr. McGuirk

RESOLVED, the CCCTC JOC approve the Business Manager to file for credit cards through First National Bank for the SkillsUSA and National Technical Honor Society advisors.

Roll Call

Mr. Burnham Yes Mr. Valesky Yes Mr. Merritt YesMr. DeFrancesco No Mr. Johnston Yes Ms. Chatman YesMr. McGuirk Yes Mr. McQuiston Yes Mr. Smith Yes

Motion Carried

H. LPN Bid

Motion: Mr. Burnham
 Second: Mr. McQuiston

RESOLVED, the CCCTC JOC approve Laerdal Medical Corporation Bid ITB CARES 10-27-2021 for Laerdal Medical Corporation Nursing Anne Simulator, Sim Pad, LLEAP for SimPad, Nursing Anne Simulator Course and Installation for a grand total of \$27,473.18 and REJECT the Laerdal Medical Corporation Bid ITB CARES 10-27-2021 for the Laerdal SimMom Substitution and Software for a total of \$78,637.58.

Roll Call

Mr. Burnham	<u>Yes</u>	Mr. Valesky	<u>Yes</u>	Mr. Merritt	<u>Yes</u>
Mr. DeFrancesco	<u>Yes</u>	Mr. Johnston	<u>Yes</u>	Ms. Chatman	<u>Yes</u>
Mr. McGuirk	<u>Yes</u>	Mr. McQuiston	<u>Yes</u>	Mr. Smith	<u>Yes</u>

Motion Carried

I. Skills USA Officers

Motion: Mr. McGuirk
 Second: Mr. DeFrancesco

RESOLVED, the CCCTC JOC approve the list of SkillsUSA officers for the 2021-2022 school year.

Roll Call

Mr. Burnham	<u>Yes</u>	Mr. Valesky	<u>Yes</u>	Mr. Merritt	<u>Yes</u>
Mr. DeFrancesco	<u>Yes</u>	Mr. Johnston	<u>Yes</u>	Ms. Chatman	<u>Yes</u>
Mr. McGuirk	<u>Yes</u>	Mr. McQuiston	<u>Yes</u>	Mr. Smith	<u>Yes</u>

Motion Carried

VIII. DIRECTOR'S REPORT

IX. SUPERINTENDENTS' COMMENTS

X. JOC MEMBERS' COMMENTS/QUESTIONS

XI. EXECUTIVE SESSION –Negotiations and Personnel Matters

XII. NEXT MEETING – January 19, 2022

XIII. ADJOURNMENT

The meeting adjourned on a motion by Mr. McQuiston, Seconded by Mr. Burnham at 8:12 p.m. All in favor.

Jacquelynn Dutchcot
 Business Manager/Board Secretary