



Regular Meeting – February 19, 2020

**I. CALL TO ORDER**

Members in attendance: John Burnham, Luigi DeFrancesco, Don Ellis, Mark Gerow, Bob Johnston, Tim McQuiston, Kevin Merritt, Frank Schreck

Members absent: Delwood Smith

Others in attendance: Tim Glasspool, Jarrin Sperry, Tom Washington, Kevin Sprong, Mike Costa, David Schaef, Ted Watts, Julie Bauer

The regular meeting of the Joint Operating Committee of the Crawford County CTC was called to order by Chairperson Ellis at 7:00 p.m., in the Conference Room at the Crawford County CTC.

**II. APPROVAL OF REVISED AGENDA**

Motion: Mr. Schreck

Second: Mr. Merritt

Roll Call

Mr. Burnham	<u>Yes</u>	Mr. Gerow	<u>Yes</u>	Mr. Merritt	<u>Yes</u>
Mr. DeFrancesco	<u>Yes</u>	Mr. Johnston	<u>Yes</u>	Mr. Schreck	<u>Yes</u>
Mr. Ellis	<u>Yes</u>	Mr. McQuiston	<u>Yes</u>	Mr. Smith	<u>Absent</u>

Motion Carried

**III. APPROVAL OF REGULAR MEETING MINUTES**

Motion: Mr. Schreck

Second: Mr. McQuiston

RESOLVED, that the CCCTC JOC approve and accept the Regular Meeting Minutes of January 15, 2020.

Roll Call

Mr. Burnham	<u>Yes</u>	Mr. Gerow	<u>Yes</u>	Mr. Merritt	<u>Yes</u>
Mr. DeFrancesco	<u>Yes</u>	Mr. Johnston	<u>Yes</u>	Mr. Schreck	<u>Yes</u>
Mr. Ellis	<u>Yes</u>	Mr. McQuiston	<u>Yes</u>	Mr. Smith	<u>Absent</u>

Motion Carried

**IV. FINANCIAL**

Motion: Mr. Schreck  
Second: Mr. Merritt

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

- A. **Expenditures** – General Fund bills for January in the amount of \$134,564.62 and February in the amount of \$199,653.09, totaling \$334,217.71, 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 January as presented:
  - 1. **Treasurer's Report**
  - 2. **Shop Report**
  - 3. **Enrollment Report** (information only)

Roll Call

Mr. Burnham	<u>Yes</u>	Mr. Gerow	<u>Yes</u>	Mr. Merritt	<u>Yes</u>
Mr. DeFrancesco	<u>Yes</u>	Mr. Johnston	<u>Yes</u>	Mr. Schreck	<u>Yes</u>
Mr. Ellis	<u>Yes</u>	Mr. McQuiston	<u>Yes</u>	Mr. Smith	<u>Absent</u>

Motion Carried

**V. COMMUNICATION - *The CASH Register***

**VI. OLD BUSINESS**

**VII. NEW BUSINESS**

Motion: Mr. McQuiston  
Second: Mr. Merritt

RESOLVED, that the CCCTC JOC approve the following:

- A. **Personnel**
  - 1. **Ken Saulsbery** – Added to the day-to-day Substitute List for the 2019-20 school year.
  - 2. **Jane Stanton**, Instructional Aide – Resignation/Retirement effective June 8, 2020, accepted with regret.
  - 3. **Lon Williams**, Automotive Technology instructor – Granted an Intermittent Family Medical Leave of Absence for up to 12 weeks.

Roll Call

Mr. Burnham	<u>Yes</u>	Mr. Gerow	<u>Yes</u>	Mr. Merritt	<u>Yes</u>
Mr. DeFrancesco	<u>Yes</u>	Mr. Johnston	<u>Yes</u>	Mr. Schreck	<u>Yes</u>
Mr. Ellis	<u>Yes</u>	Mr. McQuiston	<u>Yes</u>	Mr. Smith	<u>Absent</u>

Motion Carried

**B. Travel**

Motion: Mr. Schreck  
Second: Mr. Burnham

RESOLVED, that the CCCTC JOC approve the following travel requests:

1. **IUP Academy of Culinary Arts Professional Development – Tim Brown,** Culinary Arts and Restaurant Management instructor - Punxsutawney, PA for the IUP Academy of Culinary Arts Session on March 9, 2020. The approximate cost to the JOC is \$124.00 for mileage and a substitute.
2. **SkillsUSA Welding Fabrication Contest – Brad Custead and Evan Moutsos,** Welding instructors, and three Welding students - Williamsport, PA by school van for the SkillsUSA Welding Fabrication Contest on March 9-10, 2020. The approximate cost to SkillsUSA is \$365.00 for lodging, registration and food for the students. The approximate JOC cost is \$765.00 for substitutes and travel, lodging and food for the adults.

**C. Additional Surplus Items**

Motion: Mr. McQuiston  
Second: Mr. Schreck

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

Roll Call

Mr. Burnham	<u>Yes</u>	Mr. Gerow	<u>Yes</u>	Mr. Merritt	<u>Yes</u>
Mr. DeFrancesco	<u>Yes</u>	Mr. Johnston	<u>Yes</u>	Mr. Schreck	<u>Yes</u>
Mr. Ellis	<u>Yes</u>	Mr. McQuiston	<u>Yes</u>	Mr. Smith	<u>Absent</u>

Motion Carried

**D. Budget 2020-21**

Motion: Mr. Merritt  
Second: Mr. McQuiston

RESOLVED, that the CCCTC JOC approve the 2020-21 Budget in the amount of \$7,323,875 as follows, and that it be sent out to the participating districts' boards for adoption:

Operating Expenditures-\$5,433,267; Estimated Gross Debt Services-\$789,875; Secondary Perkins, LPN and Adult Education-\$1,100,733; and Capital Project Fund-approximately \$105,000.

Roll Call

Mr. Burnham	<u>Yes</u>	Mr. Gerow	<u>Yes</u>	Mr. Merritt	<u>Yes</u>
Mr. DeFrancesco	<u>Yes</u>	Mr. Johnston	<u>Yes</u>	Mr. Schreck	<u>Yes</u>
Mr. Ellis	<u>Yes</u>	Mr. McQuiston	<u>Yes</u>	Mr. Smith	<u>Absent</u>

Motion Carried

**VIII. DIRECTOR’S REPORT**

**IX. SUPERINTENDENTS’ COMMENTS**

**X. JOC MEMBERS’ COMMENTS/QUESTIONS**

**XI. NEXT MEETING**

A Professional Contract Negotiations meeting was held on February 18, 2020. The next Professional Contract Negotiations meetings are scheduled for March 5, 2020 and April 15, 2020.

The next JOC meeting is scheduled for March 18, 2020 at 7:00 p.m.

**XII. ADJOURNMENT**

The meeting adjourned on a motion by Mr. Schreck, seconded by Mr. Merritt, at 7:25 p.m. All in favor.

**XIII. EXECUTIVE SESSION**

An Executive Session for Contract Negotiations and personnel matters was held following adjournment (7:25 p.m.-7:47 p.m.)

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Julie A. Bauer, Business Manager/Board Secretary