

Regular Meeting – May 15, 2019

I. CALL TO ORDER

Members in attendance: John Burnham, Luigi DeFrancesco, Don Ellis, Jr.,
 Bob Johnston, Tim McQuiston, Katrina Proctor,
 Frank Schreck, Delwood Smith

Members absent: Mark Gerow

Others in attendance: Kevin Sprong, Mike Costa, Tim Glasspool, Jarrin Sperry,
 Tom Washington, Ted Watts, David Schaefer, Eileen Mullen,
 Laura Peterson

The regular meeting of the Joint Operating Committee of the Crawford County CTC was called to order by Chairman Ellis at 7:01 p.m., in the Conference Room at the Crawford County CTC. Chairman Ellis appointed Mr. Costa as the temporary Board Secretary.

Mrs. Mullen gave a presentation about the CCCTC being the recipient of the Crawford County K-12 Career Education Alliance 2019 Community Partner Award.

II. APPROVAL OF REVISED AGENDA

Motion: Ms. Proctor
 Second: Mr. Schreck

Roll Call

Mr. Burnham	<u>Yes</u>	Mr. Gerow	<u>Absent</u>	Ms. Proctor	<u>Yes</u>
Mr. DeFrancesco	<u>Yes</u>	Mr. Johnston	<u>Yes</u>	Mr. Schreck	<u>Yes</u>
Mr. Ellis, Jr.	<u>Yes</u>	Mr. McQuiston	<u>Yes</u>	Mr. Smith	<u>Yes</u>

Motion Carried

III. APPROVAL OF REGULAR MEETING MINUTES

Motion: Mr. Johnston
 Second: Mr. McQuiston

RESOLVED, that the CCCTC JOC approve and accept the Regular Meeting Minutes of April 17, 2019.

Roll Call

Mr. Burnham	<u>Yes</u>	Mr. Gerow	<u>Absent</u>	Ms. Proctor	<u>Yes</u>
Mr. DeFrancesco	<u>Yes</u>	Mr. Johnston	<u>Yes</u>	Mr. Schreck	<u>Yes</u>
Mr. Ellis, Jr.	<u>Yes</u>	Mr. McQuiston	<u>Yes</u>	Mr. Smith	<u>Yes</u>

Motion Carried

IV. FINANCIAL

Motion: Mr. Schreck
Second: Mr. Burnham

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

A. Expenditures – General Fund bills for April in the amount of \$139,671.80 and May in the amount of \$181,936.66, totaling \$321,608.46, 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

- 1. Treasurer's Report**
- 2. Shop Report**
- 3. Enrollment Report** (information only)

Roll Call

Mr. Burnham	<u>Yes</u>	Mr. Gerow	<u>Absent</u>	Ms. Proctor	<u>Yes</u>
Mr. DeFrancesco	<u>Yes</u>	Mr. Johnston	<u>Yes</u>	Mr. Schreck	<u>Yes</u>
Mr. Ellis, Jr.	<u>Yes</u>	Mr. McQuiston	<u>Yes</u>	Mr. Smith	<u>Yes</u>

Motion Carried

V. COMMUNICATION – *The Meadville Tribune* article - SkillsUSA State Competition Results

VI. OLD BUSINESS

VII. NEW BUSINESS

A. Executive Session

An Executive Session was held for personnel matters at 7:15 p.m., reconvened at 7:31 p.m.

B. Compensation Plans

Vocational Director, Assistant Director, Business Manager, Confidential Secretaries, Maintenance Supervisor, Technology Support Person, Practical Nursing Coordinator

Motion: Mr. McQuiston
 Second: Mr. Schreck

RESOLVED, that the CCCTC JOC approve the Compensation Plans for the Vocational Director, Assistant Director, Business Manager, Confidential Secretaries, Maintenance Supervisor and Technology Support Person for July 1, 2019 through June 30, 2024, and for the Practical Nursing Coordinator for July 1, 2019 through June 30, 2020 as presented and reviewed in the Executive Session. A copy of the aforementioned documents shall be retained in the office of the Board Secretary.

Roll Call

Mr. Burnham	<u>Yes</u>	Mr. Gerow	<u>Absent</u>	Ms. Proctor	<u>Yes</u>
Mr. DeFrancesco	<u>Yes</u>	Mr. Johnston	<u>Yes</u>	Mr. Schreck	<u>Yes</u>
Mr. Ellis, Jr.	<u>Yes</u>	Mr. McQuiston	<u>Yes</u>	Mr. Smith	<u>Yes</u>

Motion Carried

C. Student Services Chairperson/Guidance Counselor

Motion: Mr. DeFrancesco
 Second: Mr. Schreck

RESOLVED, that the CCCTC JOC appoint Laura Peterson as the Student Services Chairperson/Guidance Counselor effective July 1, 2019, at Step 1 Masters of the salary schedule (\$56,763) of the negotiated contract plus fringe benefits, pending receipt of required documentation.

Roll Call

Mr. Burnham	<u>Yes</u>	Mr. Gerow	<u>Absent</u>	Ms. Proctor	<u>Yes</u>
Mr. DeFrancesco	<u>Yes</u>	Mr. Johnston	<u>Yes</u>	Mr. Schreck	<u>Yes</u>
Mr. Ellis, Jr.	<u>Yes</u>	Mr. McQuiston	<u>Yes</u>	Mr. Smith	<u>Yes</u>

Motion Carried

D. Appointments

Motion: Mr. McQuiston
 Second: Mr. Schreck

RESOLVED, that the CCCTC JOC approve the following appointments for the 2019-20 year:

1. **Depository** - First National Bank
2. **Treasurer** - Denise Bell, Confidential Secretary
3. **Solicitor** - Ted Watts at a rate of \$125.00 per hour

Amended motion as follows:

1. Depository

Motion: Mr. Schreck
Second: Mr. Burnham

RESOLVED, that the CCCTC JOC approve First National Bank as the Depository for the 2019-2020 year.

Roll Call

Mr. Burnham	<u>Yes</u>	Mr. Gerow	<u>Absent</u>	Ms. Proctor	<u>Yes</u>
Mr. DeFrancesco	<u>Yes</u>	Mr. Johnston	<u>Yes</u>	Mr. Schreck	<u>Yes</u>
Mr. Ellis, Jr.	<u>Yes</u>	Mr. McQuiston	<u>Yes</u>	Mr. Smith	<u>Yes</u>

Motion Carried

2. Treasurer

Motion: Ms. Proctor
Second: Mr. McQuiston

RESOLVED, that the CCCTC JOC reappoint Denise Bell, Confidential Secretary, as the Treasurer for the 2019-2020 year.

Roll Call

Mr. Burnham	<u>Yes</u>	Mr. Gerow	<u>Absent</u>	Ms. Proctor	<u>Yes</u>
Mr. DeFrancesco	<u>Yes</u>	Mr. Johnston	<u>Yes</u>	Mr. Schreck	<u>Yes</u>
Mr. Ellis, Jr.	<u>Yes</u>	Mr. McQuiston	<u>Yes</u>	Mr. Smith	<u>Yes</u>

Motion Carried

3. Solicitor

Motion: Mr. McQuiston
Second: Mr. Schreck

RESOLVED, that the CCCTC JOC approve Watts and Pepicelli, P.C. as the Solicitor for the 2019-2020 year at a rate of \$125.00 per hour, provided the firm submit an engagement letter.

Roll Call

Mr. Burnham	<u>Yes</u>	Mr. Gerow	<u>Absent</u>	Ms. Proctor	<u>Yes</u>
Mr. DeFrancesco	<u>Yes</u>	Mr. Johnston	<u>Yes</u>	Mr. Schreck	<u>Yes</u>
Mr. Ellis, Jr.	<u>Yes</u>	Mr. McQuiston	<u>Yes</u>	Mr. Smith	<u>Yes</u>

Motion Carried

E. Travel

Motion: Mr. Schreck
Second: Mr. Burnham

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

- 1. **Rebecca Parker**, PN Coordinator – Perkins Grant Meeting at Ford City, PA on May 30, 2019. The approximate cost for mileage is \$106.00, to be paid by the PN program.
- 2. **SkillsUSA National Competition** - Kristen Deets, Cosmetology instructor, one Cosmetology student, and an additional chaperone – Louisville, Kentucky on June 24-28, 2019. The approximate JOC cost for travel, lodging, registration, food, and miscellaneous costs is \$2,536.00. The approximate SkillsUSA cost for travel, lodging, registration, and food is \$1,438.00.

Roll Call

Mr. Burnham	<u>Yes</u>	Mr. Gerow	<u>Absent</u>	Ms. Proctor	<u>Yes</u>
Mr. DeFrancesco	<u>Yes</u>	Mr. Johnston	<u>Yes</u>	Mr. Schreck	<u>Yes</u>
Mr. Ellis, Jr.	<u>Yes</u>	Mr. McQuiston	<u>Yes</u>	Mr. Smith	<u>Yes</u>

Motion Carried

F. Surplus List

Motion: Ms. Proctor
 Second: Ms. Schreck

RESOLVED, that the CCCTC 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. Burnham	<u>Yes</u>	Mr. Gerow	<u>Absent</u>	Ms. Proctor	<u>Yes</u>
Mr. DeFrancesco	<u>Yes</u>	Mr. Johnston	<u>Yes</u>	Mr. Schreck	<u>Yes</u>
Mr. Ellis, Jr.	<u>Yes</u>	Mr. McQuiston	<u>Yes</u>	Mr. Smith	<u>Yes</u>

Motion Carried

G. Summer Work Schedule

Motion: Mr. McQuiston
 Second: Mr. Schreck

RESOLVED, that the CCCTC JOC approve a four-day workweek for the summer of 2019.

Roll Call

Mr. Burnham	<u>Yes</u>	Mr. Gerow	<u>Absent</u>	Ms. Proctor	<u>Yes</u>
Mr. DeFrancesco	<u>Yes</u>	Mr. Johnston	<u>Yes</u>	Mr. Schreck	<u>Yes</u>
Mr. Ellis, Jr.	<u>Yes</u>	Mr. McQuiston	<u>Yes</u>	Mr. Smith	<u>Yes</u>

Motion Carried

H. Policy Review-Second Reading and Approval

Motion: Mr. Johnston
Second: Mr. McQuiston

RESOLVED, that the CCCTC JOC approve the following Policy Manual Updates:

- 903 Public Participation in JOC Meetings
- 904 Public Attendance at Center Events
- 905 Citizen Advisory Committees - DELETED
- 906 Public Complaints

Roll Call

Mr. Burnham	<u>Yes</u>	Mr. Gerow	<u>Absent</u>	Ms. Proctor	<u>Yes</u>
Mr. DeFrancesco	<u>Yes</u>	Mr. Johnston	<u>Yes</u>	Mr. Schreck	<u>Yes</u>
Mr. Ellis, Jr.	<u>Yes</u>	Mr. McQuiston	<u>Yes</u>	Mr. Smith	<u>Yes</u>

Motion Carried

I. Policy Review – First Reading

- 907 Center Visitors
- 908 Relations with Parents/Guardians
- 910 Community Engagement

VIII. DIRECTOR'S REPORT

IX. SUPERINTENDENTS' COMMENTS

X. JOC MEMBERS' COMMENTS/QUESTIONS

XI. NEXT MEETING

The next JOC meeting is scheduled for June 19, 2019 at 7:00 p.m.

XII. ADJOURNMENT

The meeting adjourned on a motion by Mr. DeFrancesco, seconded by Mr. Schreck, at 7:58 p.m. All in favor.

Julie A. Bauer, Business Manager/Board Secretary