



Regular Meeting – June 17, 2020

**I. CALL TO ORDER**

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

Members absent: Don Ellis

Others in attendance: Timothy Glasspool, Jarrin Sperry, Tom Washington, Kevin Sprong, Mike Costa, Ted Watts

The regular meeting of the Joint Operating Committee of the Crawford County CTC via Zoom was called to order by Vice-Chairperson Schreck at 7:01 p.m.

**II. APPROVAL OF REVISED AGENDA**

Motion: Mr. Merritt  
Second: Mr. DeFrancesco

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>Absent</u>	Mr. McQuiston	<u>Yes</u>	Mr. Smith	<u>Yes</u>

Motion Carried

**III. APPROVAL OF REGULAR MEETING MINUTES**

Motion: Mr. McQuiston  
Second: Mr. Merritt

RESOLVED, that the CCCTC JOC approve and accept the Regular Meeting Minutes of May 20, 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>Absent</u>	Mr. McQuiston	<u>Yes</u>	Mr. Smith	<u>Yes</u>

Motion Carried

**IV. FINANCIAL**

Motion: Mr. Merritt

Second: Mr. Gerow

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

- A. Expenditures** – General Fund bills for May in the amount of \$149,745.00 and June in the amount of \$195,127.26, totaling \$344,872.26, 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. Budget Transfers** in the amount of \$501,575.00 as listed. Also, approval to transfer additional funds, as necessary, for any bills due and payable for the 2019-2020 fiscal year, with a list of any necessary transfers presented at the next regularly scheduled JOC meeting. Also, approval to transfer \$500,000.00 to Capital Projects, if available.
- C. Reports** for May 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>Absent</u>	Mr. McQuiston	<u>Yes</u>	Mr. Smith	<u>Yes</u>

Motion Carried

**V. COMMUNICATION**

**VI. OLD BUSINESS**

**VII. NEW BUSINESS**

**A. Website Management**

Motion: Mr. McQuiston

Second: Mr. DeFrancesco

RESOLVED, that the CCCTC JOC reappoint Dennis O’Laughlin the webmaster to manage our website for the 2020-21 year at a cost of \$2,700.00.

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>Absent</u>	Mr. McQuiston	<u>Yes</u>	Mr. Smith	<u>Yes</u>

Motion Carried

**B. FMLA**

Motion: Mr. Merritt  
 Second: Mr. Burnham

RESOLVED, that the CCCTC JOC grant Brandi Schutz, Practical Nursing Instructor, a 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>Absent</u>	Mr. McQuiston	<u>Yes</u>	Mr. Smith	<u>Yes</u>

Motion Carried

**C. Investment Authorization**

Motion: Mr. DeFrancesco  
 Second: Mr. Merritt

RESOLVED, that the CCCTC JOC authorize the Business Manager and/or Director to purchase investments during the 2020-21 year as monies become available.

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>Absent</u>	Mr. McQuiston	<u>Yes</u>	Mr. Smith	<u>Yes</u>

Motion Carried

**D. Adult Education Health and Safety Plan**

Motion: Mr. DeFrancesco  
 Second: Mr. Merritt

RESOLVED, that the CCCTC JOC approve the Adult Education Health and Safety Plan as presented.

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>Absent</u>	Mr. McQuiston	<u>Yes</u>	Mr. Smith	<u>Yes</u>

Motion Carried

**E. July Joint Operating Committee Meeting**

Motion: Mr. McQuiston

Second: Mr. Merritt

RESOLVED, that the CCCTC JOC cancel the regular meeting scheduled for July 15, 2020 and authorize the Business Manager to pay the July bills. Any invoices will be included in the report at the August JOC meeting.

Roll Call

Mr. Burnham	<u>Yes</u>	Mr. Gerow	<u>Yes</u>	Mr. Merritt	<u>Yes</u>
Mr. DeFrancesco	<u>No</u>	Mr. Johnston	<u>Yes</u>	Mr. Schreck	<u>Yes</u>
Mr. Ellis	<u>Absent</u>	Mr. McQuiston	<u>Yes</u>	Mr. Smith	<u>Yes</u>

Motion Carried

**F. Report of 2019-20 Goals**

**G. Goals 2020-21**

Motion: Mr. Merritt

Second: Mr. DeFrancesco

RESOLVED, that the CCCTC JOC approve the CCCTC Goals for the 2020-21 school year as presented.

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>Absent</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. NEXT MEETING**

The next JOC meeting is scheduled for August 19, 2020 at 7:00 p.m.

**XII. ADJOURNMENT**

The meeting adjourned on a motion by Mr. Merritt, seconded by Mr. McQuiston, at 7:26 p.m. All in favor.

**XIII. EXECUTIVE SESSION**

An Executive Session was held following adjournment from 7:26 p.m. to 7:29 p.m. for school safety and security reasons, in accordance with Section 425 of the PA School Code.

---

Michael Costa