

Regular Meeting – August 16, 2017

I. CALL TO ORDER

Members in attendance: Luigi DeFrancesco, Don Ellis, Jr., Mark Gerow,
 David Schaefer, Frank Schreck

Members absent: Jason Bakus, Melissa Burnett, Tim McQuiston,
 Katrina Proctor

Others in attendance: Kevin Sprong, Michael Costa, Jarrin Sperry,
 Thomas Washington, Ted Watts, Julie Bauer

The regular meeting of the Crawford County Career and Technical Center was called to order by Chairperson Schaefer at 7:00 p.m.

II. APPROVAL OF REVISED AGENDA

Motion: Mr. Schreck
 Second: Mr. Gerow

Roll Call

Mr. Bakus	<u>Absent</u>	Mr. Ellis, Jr.	<u>Yes</u>	Ms. Proctor	<u>Absent</u>
Ms. Burnett	<u>Absent</u>	Mr. Gerow	<u>Yes</u>	Mr. Schaefer	<u>Yes</u>
Mr. DeFrancesco	<u>Yes</u>	Mr. McQuiston	<u>Absent</u>	Mr. Schreck	<u>Yes</u>

Motion Carried

III. APPROVAL OF REGULAR MEETING MINUTES

Motion: Mr. Schreck
 Second: Mr. DeFrancesco

RESOLVED, that the CCCTC JOC approve and accept the Regular Meeting Minutes of July 19, 2017.

Roll Call

Mr. Bakus	<u>Absent</u>	Mr. Ellis, Jr.	<u>Yes</u>	Ms. Proctor	<u>Absent</u>
Ms. Burnett	<u>Absent</u>	Mr. Gerow	<u>Yes</u>	Mr. Schaefer	<u>Yes</u>
Mr. DeFrancesco	<u>Yes</u>	Mr. McQuiston	<u>Absent</u>	Mr. Schreck	<u>Yes</u>

Motion Carried

IV. FINANCIAL

A. Expenditures

Motion: Mr. Schreck
Second: Mr. Gerow

RESOLVED, that the CCCTC JOC approve and accept the General Fund bills for July in the amount of \$307,331.12 and August in the amount of \$245,269.57, totaling \$552,600.69, 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.

Roll Call

Mr. Bakus	<u>Absent</u>	Mr. Ellis, Jr.	<u>Yes</u>	Ms. Proctor	<u>Absent</u>
Ms. Burnett	<u>Absent</u>	Mr. Gerow	<u>Yes</u>	Mr. Schaef	<u>Yes</u>
Mr. DeFrancesco	<u>Yes</u>	Mr. McQuiston	<u>Absent</u>	Mr. Schreck	<u>Yes</u>

Motion Carried

B. Reports

Motion: Mr. Gerow
Second: Mr. DeFrancesco

RESOLVED, that the CCCTC JOC approve the following reports for July as presented:

- 1. Treasurer's Report**
- 2. Shop Report**

Roll Call

Mr. Bakus	<u>Absent</u>	Mr. Ellis, Jr.	<u>Yes</u>	Ms. Proctor	<u>Absent</u>
Ms. Burnett	<u>Absent</u>	Mr. Gerow	<u>Yes</u>	Mr. Schaef	<u>Yes</u>
Mr. DeFrancesco	<u>Yes</u>	Mr. McQuiston	<u>Absent</u>	Mr. Schreck	<u>Yes</u>

Motion Carried

V. COMMUNICATION - *The Meadville Tribune* Article – Satellite Welding Program

VI. OLD BUSINESS

VII. NEW BUSINESS

A. Substitute List

Motion: Mr. Schreck
Second: Mr. Gerow

RESOLVED, that the CCCTC JOC approve the day-to-day substitute list for the 2017-18 school year as presented.

Roll Call

Mr. Bakus	<u>Absent</u>	Mr. Ellis, Jr.	<u>Yes</u>	Ms. Proctor	<u>Absent</u>
Ms. Burnett	<u>Absent</u>	Mr. Gerow	<u>Yes</u>	Mr. Schaef	<u>Yes</u>
Mr. DeFrancesco	<u>Yes</u>	Mr. McQuiston	<u>Absent</u>	Mr. Schreck	<u>Yes</u>

Motion Carried

B. Satellite Welding Program Part-time Instructional Aide

Motion: Mr. Ellis, Jr.

Second: Mr. DeFrancesco

RESOLVED, that the CCCTC JOC appoint Sharon Heflin a part-time Instructional Aide for the Satellite Welding Program, effective August 28, 2017, pending receipt of current clearances. The position is for approximately 460 hours at \$13.75 per hour (Step 1) as per the negotiated Support Personnel Contract.

Roll Call

Mr. Bakus	<u>Absent</u>	Mr. Ellis, Jr.	<u>Yes</u>	Ms. Proctor	<u>Absent</u>
Ms. Burnett	<u>Absent</u>	Mr. Gerow	<u>Yes</u>	Mr. Schaef	<u>Yes</u>
Mr. DeFrancesco	<u>Yes</u>	Mr. McQuiston	<u>Absent</u>	Mr. Schreck	<u>Yes</u>

Motion Carried

C. FMLA

Motion: Mr. Gerow

Second: Mr. Schreck

RESOLVED, that the CCCTC JOC grant Jim Pellegrino, Maintenance Supervisor, an Intermittent Family Medical Leave of Absence as medically necessary, for up to 12 weeks.

Roll Call

Mr. Bakus	<u>Absent</u>	Mr. Ellis, Jr.	<u>Yes</u>	Ms. Proctor	<u>Absent</u>
Ms. Burnett	<u>Absent</u>	Mr. Gerow	<u>Yes</u>	Mr. Schaef	<u>Yes</u>
Mr. DeFrancesco	<u>Yes</u>	Mr. McQuiston	<u>Absent</u>	Mr. Schreck	<u>Yes</u>

Motion Carried

D. Adult Evening Programs Instructor and Staff List

Motion: Mr. Schreck

Second: Mr. Ellis, Jr.

RESOLVED, that the CCCTC JOC approve the Adult Evening Programs Instructor and Staff List for the 2017-18 school year as presented.

Roll Call

Mr. Bakus	<u>Absent</u>	Mr. Ellis, Jr.	<u>Yes</u>	Ms. Proctor	<u>Absent</u>
Ms. Burnett	<u>Absent</u>	Mr. Gerow	<u>Yes</u>	Mr. Schaef	<u>Yes</u>
Mr. DeFrancesco	<u>Yes</u>	Mr. McQuiston	<u>Absent</u>	Mr. Schreck	<u>Yes</u>

Motion Carried

E. Student Information Handbook

Motion: Mr. Gerow
Second: Mr. DeFrancesco

RESOLVED, that the CCCTC JOC approve the Student Information Handbook for the 2017-18 school year as presented.

Roll Call

Mr. Bakus	<u>Absent</u>	Mr. Ellis, Jr.	<u>Yes</u>	Ms. Proctor	<u>Absent</u>
Ms. Burnett	<u>Absent</u>	Mr. Gerow	<u>Yes</u>	Mr. Schaef	<u>Yes</u>
Mr. DeFrancesco	<u>Yes</u>	Mr. McQuiston	<u>Absent</u>	Mr. Schreck	<u>Yes</u>

Motion Carried

F. Technical Assistance Program

Motion: Mr. DeFrancesco
Second: Mr. Schreck

RESOLVED, that the CCCTC JOC approve the Memorandum of Understanding with the PA Department of Education’s Bureau of Career and Technical Education for the implementation of a Technical Assistance Program for the Career Center in the 2017-18 school year.

Roll Call

Mr. Bakus	<u>Absent</u>	Mr. Ellis, Jr.	<u>Yes</u>	Ms. Proctor	<u>Absent</u>
Ms. Burnett	<u>Absent</u>	Mr. Gerow	<u>Yes</u>	Mr. Schaef	<u>Yes</u>
Mr. DeFrancesco	<u>Yes</u>	Mr. McQuiston	<u>Absent</u>	Mr. Schreck	<u>Yes</u>

Motion Carried

G. PlanCon Part J

Motion: Mr. Schreck
Second: Mr. Gerow

RESOLVED, that the CCCTC JOC approve and accept the document and appended materials for PlanCon Part J: Project Accounting Based on Final Costs from the PA Department of Education, Bureau of Budget and Fiscal Management, as presented.

Roll Call

Mr. Bakus	<u>Absent</u>	Mr. Ellis, Jr.	<u>Yes</u>	Ms. Proctor	<u>Absent</u>
Ms. Burnett	<u>Absent</u>	Mr. Gerow	<u>Yes</u>	Mr. Schaef	<u>Yes</u>
Mr. DeFrancesco	<u>Yes</u>	Mr. McQuiston	<u>Absent</u>	Mr. Schreck	<u>Yes</u>

Motion Carried

