

Regular Meeting – September 19, 2018

I. CALL TO ORDER

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

Members absent: Katrina Proctor

Others in attendance: Jarrin Sperry, Tom Washington, Tim Glasspool,
 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 AGENDA

Motion: Mr. Burnham
 Second: Mr. Schreck

Roll Call

| | | | | | |
|-----------------|------------|---------------|------------|-------------|---------------|
| Mr. Burnham | <u>Yes</u> | Mr. Gerow | <u>Yes</u> | Ms. Proctor | <u>Absent</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. Schreck
 Second: Mr. McQuiston

RESOLVED, that the CCCTC JOC approve and accept the Regular Meeting Minutes of August 15, 2018.

Roll Call

| | | | | | |
|-----------------|------------|---------------|------------|-------------|---------------|
| Mr. Burnham | <u>Yes</u> | Mr. Gerow | <u>Yes</u> | Ms. Proctor | <u>Absent</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. Burnham
 Second: Mr. DeFrancesco

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

- A. Expenditures** – General Fund bills for August in the amount of \$263,511.34 and September in the amount of \$261,837.65, totaling \$525,348.99, 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 August as presented:
 - 1. Treasurer's Report**
 - 2. Shop Report**
 - 3. Enrollment Report** (for JOC information only)

Roll Call

| | | | | | |
|-----------------|------------|---------------|------------|-------------|---------------|
| Mr. Burnham | <u>Yes</u> | Mr. Gerow | <u>Yes</u> | Ms. Proctor | <u>Absent</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

- Senator Brooks' Letter
- Certificate of Special Congressional Recognition for CCCTC's 50th Anniversary
- Pennsylvania Press Room
- *The Meadville Tribune* article – Department of L&I Tour
- *The Meadville Tribune* article – First Day of School

VI. OLD BUSINESS

VII. NEW BUSINESS

A. Travel

Motion: Mr. Burnham
 Second: Mr. McQuiston

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

- 1. Rebecca Parker**, PN Coordinator – PA Association of PN Administrators Fall Conference at Lewisburg, PA on October 11-12, 2018. The approximate cost for mileage, lodging and food is \$701.00, to be paid by Practical Nursing.

2. **Kristen Deets**, Cosmetology instructor – Cleveland, OH for the Cleveland Fashion Focus Hair Show on October 1, 2018 with 11 students. The cost to the JOC for school bus transportation and a substitute is \$750.00.

Roll Call

| | | | | | |
|-----------------|------------|---------------|------------|-------------|---------------|
| Mr. Burnham | <u>Yes</u> | Mr. Gerow | <u>Yes</u> | Ms. Proctor | <u>Absent</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

B. SkillsUSA

Motion: Mr. McQuiston
 Second: Mr. DeFrancesco

RESOLVED, that the CCCTC JOC approve the following SkillsUSA items:

1. **Annual Fundraiser** candy bar sale.
2. **Louise Rice** – Appointed the fundraising assistant to oversee the day-to-day collection of money and recordkeeping associated with the SkillsUSA fundraiser for 4-5 hours per day for approximately 25 work days, tentatively beginning September 26, 2018. A \$1,200.00 stipend will be paid from the fundraising proceeds at the end of the sale.

Roll Call

| | | | | | |
|-----------------|------------|---------------|------------|-------------|---------------|
| Mr. Burnham | <u>Yes</u> | Mr. Gerow | <u>Yes</u> | Ms. Proctor | <u>Absent</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. Cyber/Charter School Tuition

Motion: Mr. Schreck
 Second: Mr. Gerow

RESOLVED, that the CCCTC JOC approve charging the sending schools tuition in the amount of \$10,715.07 per Cyber/Charter student attending the CCCTC for the 2018-19 school year.

Roll Call

| | | | | | |
|-----------------|------------|---------------|------------|-------------|---------------|
| Mr. Burnham | <u>Yes</u> | Mr. Gerow | <u>Yes</u> | Ms. Proctor | <u>Absent</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. OAC Membership List

Motion: Mr. Burnham
 Second: Mr. McQuiston

RESOLVED, that the CCCTC JOC approve the OAC (Occupational Advisory Committee) Membership List for the 2018-19 school year as presented, as per the PA Department of Education mandate.

Roll Call

| | | | | | |
|-----------------|------------|---------------|------------|-------------|---------------|
| Mr. Burnham | <u>Yes</u> | Mr. Gerow | <u>Yes</u> | Ms. Proctor | <u>Absent</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. Surplus List

Motion: Mr. Schreck
 Second: Mr. McQuiston

RESOLVED, that the CCCTC Joint Operating Committee approve the Surplus List as presented. The three sending school districts will review the items for possible use prior to disposal.

Roll Call

| | | | | | |
|-----------------|------------|---------------|------------|-------------|---------------|
| Mr. Burnham | <u>Yes</u> | Mr. Gerow | <u>Yes</u> | Ms. Proctor | <u>Absent</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. Auditor General’s Report (Limited Procedures Engagement)

Motion: Mr. Schreck
 Second: Mr. DeFrancesco

RESOLVED, that the CCCTC JOC accept the Auditor General’s Report for the school for the period July 1, 2013 through June 30, 2017 as presented.

Roll Call

| | | | | | |
|-----------------|------------|---------------|------------|-------------|---------------|
| Mr. Burnham | <u>Yes</u> | Mr. Gerow | <u>Yes</u> | Ms. Proctor | <u>Absent</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. Discussion of and Vote for 2019 PSBA Officer Candidate Elections

Motion: Mr. DeFrancesco

Second: Mr. Johnston

RESOLVED, that the CCCTC JOC approve the chosen candidates. The Board Secretary will register the votes online as required.

President Elect

- Eric Wolfgang

Vice President

- Art Levinowitz

Trustee

- William LaCoff
- Dr. Richard Frerichs
- Nathan Mains

Roll Call

| | | | | | |
|-----------------|------------|---------------|------------|-------------|---------------|
| Mr. Burnham | <u>No</u> | Mr. Gerow | <u>Yes</u> | Ms. Proctor | <u>Absent</u> |
| Mr. DeFrancesco | <u>Yes</u> | Mr. Johnston | <u>Yes</u> | Mr. Schreck | <u>No</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. DeFrancesco

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

- 800 Records Management
- 801 Public Records
- 803 School Calendar
- 804 School Day

Roll Call

| | | | | | |
|-----------------|------------|---------------|------------|-------------|---------------|
| Mr. Burnham | <u>Yes</u> | Mr. Gerow | <u>Yes</u> | Ms. Proctor | <u>Absent</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

- 805 Emergency Preparedness
- 805.1 Relations with Law Enforcement Agencies
- 806 Child Abuse

VIII. DIRECTOR'S REPORT

IX. SUPERINTENDENTS' COMMENTS

X. JOC MEMBERS' COMMENTS/QUESTIONS

XI. NEXT MEETING

The next JOC meeting is scheduled for October 17, 2018 at 7:00 p.m.

XII. ADJOURNMENT

The meeting adjourned on a motion by Mr. McQuiston, seconded by Mr. Burnham, at 7:23 p.m. All in favor.

Julie A. Bauer, Business Manager/Board Secretary