

Regular Meeting – September 19, 2019

**I. CALL TO ORDER**

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

Members absent: Bob Johnston, Katrina Proctor

Others in attendance: Jarrin Sperry, Tom Washington, Tim Glasspool,  
 Kevin Sprong, Mike Costa, David Schaef, Ted Watts,  
 Dennis O’Laughlin, 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. McQuiston

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>Absent</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. Gerow  
 Second: Mr. Schreck

RESOLVED, that the CCCTC JOC approve and accept the Regular Meeting Minutes of August 21, 2019.

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>Absent</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. McQuiston  
 Second: Mr. Gerow

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

- A. Expenditures** – General Fund bills for August in the amount of \$122,546.22, and September in the amount of \$208,397.69, totaling 330,943.91, 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**

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>Absent</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** – Acutec Precision Aerospace Donation Letter

**VI. OLD BUSINESS**

**VII. NEW BUSINESS**

**A. Flexible Instructional Days Program**

Motion: Mr. Schreck  
 Second: Mr. McQuiston

RESOLVED, that the CCCTC JOC approve the application for the PA Department of Education Flexible Instructional Days (FID) Program for 2019-20 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>Absent</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. Travel**

Motion: Mr. Schreck  
 Second: Mr. Gerow

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

1. **Mike Costa**, Assistant Director – State College, PA on September 26-27, 2019 for the PACTA Workshop for CTE Adult Coordinators. The cost to the JOC for mileage, lodging, and registration is approximately \$528.00, to be paid by the Adult Education program.
2. **Laura Peterson**, Student Services Chairperson, and **Julie Vavreck**, Early Childhood Education instructor – State College, PA on November 6-8, 2019 for the Integrated Learning Conference. The cost to the JOC for mileage, lodging, registration, and food is approximately \$1,125.00.
3. **Becky Parker**, PN Coordinator – Slippery Rock, PA on November 20, 2019 for the Simulation User Workshop. The cost to the JOC for mileage and food is approximately \$56.00, to be paid by Practical Nursing.

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>Absent</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. 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>	Ms. Proctor	<u>Absent</u>
Mr. DeFrancesco	<u>Yes</u>	Mr. Johnston	<u>Absent</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. SkillsUSA**

Motion: Mr. Burnham  
 Second: Mr. McQuiston

RESOLVED, that the CCCTC JOC approve the following items:

1. **Annual SkillsUSA Fundraiser** candy bar sale.
2. **Louise Rice** – Reappointed 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, 2019. 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>Absent</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. OAC Membership List**

Motion: Mr. Schreck  
 Second: Mr. Burnham

Administration recommends approval of the OAC (Occupational Advisory Committee) Membership List for the 2019-20 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>Absent</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. Discussion of and Vote for 2020 PSBA Officer Candidate Elections**

Motion: Mr. Schreck  
 Second: Mr. DeFrancesco

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

President Elect

• Art Levinowitz

Vice President

• David Hein

Trustee

• Kathy Swope  
• Mark Miller

Section 1 Advisor

• Sabrina Backer

School Board Secretaries (choose up to 3)

\_\_\_ Crystal Mance  
\_\_\_ Jamie Lynn Zimerofsky  
\_\_\_ Bethanne Zeigler  
\_\_\_ Jennifer Davidson

Roll Call

Mr. Burnham	<u>Yes</u>	Mr. Gerow	<u>Yes</u>	Ms. Proctor	<u>Absent</u>
Mr. DeFrancesco	<u>No</u>	Mr. Johnston	<u>Absent</u>	Mr. Schreck	<u>No</u>
Mr. Ellis, Jr.	<u>Yes</u>	Mr. McQuiston	<u>Yes</u>	Mr. Smith	<u>Yes</u>

Motion Carried

**G. Levin Legal Group Engagement Letter**

Motion: Mr. McQuiston

Second: Mr. Schreck

RESOLVED, that the CCCTC JOC approve the Levin Legal Group Engagement Letter 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>Absent</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. McQuiston

Second: Mr. Gerow

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

- 914 Relations With Intermediate Unit
- 916 Volunteers
- 917 Parental/Family Involvement

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>Absent</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**

- 311 Reduction in Staff
- 810 Transportation
- 810.1 School Bus Drivers and School Commercial Motor Vehicle Drivers

**XIII. DIRECTOR'S REPORT**

**IX. SUPERINTENDENTS' COMMENTS**

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

**XI. NEXT MEETING**

The next JOC meeting is scheduled for October 16, 2019 at 7:00 p.m.

**XII. ADJOURNMENT**

The meeting adjourned on a motion by Mr. Schreck, seconded by Mr. Gerow, at 7:19 p.m.  
All in favor.

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Julie A. Bauer, Business Manager/Board Secretary