



Regular Meeting – November 20, 2019

I. CALL TO ORDER

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

Members absent: Tim McQuiston, Katrina Proctor

Others in attendance: Jarrin Sperry, Tim Glasspool, Tom Washington, Kevin Sprong, Mike Costa, David Schaef, Joy Strain, 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.

LOCAL AUDIT REPORT PRESENTATION

II. APPROVAL OF AGENDA

Motion: Mr. Schreck
Second: Mr. Burnham

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

Motion Carried

III. APPROVAL OF REGULAR MEETING MINUTES

Motion: Mr. Schreck
Second: Mr. Burnham

RESOLVED, that the CCCTC JOC approve and accept the Regular Meeting Minutes of October 16, 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>Yes</u>	Mr. Schreck	<u>Yes</u>
Mr. Ellis	<u>Yes</u>	Mr. McQuiston	<u>Absent</u>	Mr. Smith	<u>Yes</u>

Motion Carried

IV. FINANCIAL

Motion: Mr. Schreck

Second: Mr. Gerow

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

- A. Expenditures** – General Fund bills for October in the amount of \$132,226.53 and November in the amount of \$233,319.13, totaling \$365,545.66 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 \$73,435.00 as listed.
- C. Reports** for October as presented:
 - 1. Treasurer's Report**
 - 2. Shop Report**
 - 3. Enrollment Report** (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	<u>Yes</u>	Mr. McQuiston	<u>Absent</u>	Mr. Smith	<u>Yes</u>

Motion Carried

V. COMMUNICATION

VI. OLD BUSINESS

A. Revised MOA-Welding Courses

Motion: Mr. Schreck

Second: Mr. Burnham

RESOLVED, that the CCCTC JOC approve the revised Memorandum of Agreement with the Keystone Community Education Council, the Community College of Allegheny County and Clarion University of PA to offer welding courses 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	<u>Yes</u>	Mr. McQuiston	<u>Absent</u>	Mr. Smith	<u>Yes</u>

Motion Carried

VII. NEW BUSINESS

A. Local Audit Report

Motion: Mr. Burnham
 Second: Mr. DeFrancesco

RESOLVED, that the CCCTC JOC accept the Local Audit Report for the year ended June 30, 2019 as presented by Joy Strain, from McGill, Power, Bell and Associates.

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

Motion Carried

B. Additional Day-to-Day Substitute

Motion: Mr. Schreck
 Second: Mr. Johnston

RESOLVED, that the CCCTC JOC approve the addition of Alysia Mowad to the day-to-day substitute list for the 2019-20 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	<u>Yes</u>	Mr. McQuiston	<u>Absent</u>	Mr. Smith	<u>Yes</u>

Motion Carried

C. Travel

Motion: Mr. Burnham
 Second: Mr. Schreck

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

1. **Bonnie Stein**, Co-op Coordinator – Department of Career and Technical Studies Section Meetings, Harrisburg, PA on November 22-23, 2019 & April 17-18, 2020. Costs will be reimbursed by PSEA.

2. **Michele Hunter**, Computer & I.S. instructor – Pittsburgh Technical College, Pittsburgh, PA with 31 students and 2 additional adults on December 3, 2019. The cost for school bus transportation is \$575.00.

3. **John Fuller** and **Jeff Fobes**, SkillsUSA advisors – SkillsUSA District 10 Leadership Workshop, Erie, PA with approximately 40 students and one additional chaperone on December 12, 2019. The cost to the JOC for substitutes and adults’ registration is \$240.00. The approximate cost for school bus transportation and students’ registration is \$1,500.00, to be paid by SkillsUSA.

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

Motion Carried

D. Activities Club Advisors and Officers

Motion: Mr. Schreck

Second: Mr. Smith

RESOLVED, that the CCCTC JOC approve the list of activity club advisors and officers for the 2019-20 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	<u>Yes</u>	Mr. McQuiston	<u>Absent</u>	Mr. Smith	<u>Yes</u>

Motion Carried

E. Additional Surplus Items

Motion: Mr. Gerow

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

Motion Carried

F. Matching Equipment Grant

Motion: Mr. Burnham
 Second: Mr. DeFrancesco

RESOLVED, that the CCCTC JOC accept the PA Department of Education, Bureau of Career and Technical Education 2019-20 Matching Equipment Grant for approximately \$50,000.00, with matching funds required, pending final approval. Matching funds of approximately \$50,000.00 will come from the Capital Project Fund. This grant will be used to purchase equipment for the Diesel Technology and Welding programs.

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

Motion Carried

G. Adult Evening Programs-Winter/Spring Semester 2020 Schedule

Motion: Mr. Smith
 Second: Mr. Johnston

RESOLVED, that the CCCTC JOC approve the schedule for the Adult Evening Programs Winter/Spring semester for 2020 as presented, and that Administration may add other classes as needed.

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

Motion Carried

H. Comprehensive Plan 2020-2023 – First Reading

Motion: Mr. Schreck
 Second: Mr. Smith

RESOLVED, that the CCCTC JOC approve the Draft of the Comprehensive Plan for 2020-2023 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	<u>Yes</u>	Mr. McQuiston	<u>Absent</u>	Mr. Smith	<u>Yes</u>

Motion Carried

XIII. DIRECTOR'S REPORT

IX. SUPERINTENDENTS' COMMENTS

X. JOC MEMBERS' COMMENTS/QUESTIONS

XI. NEXT MEETING

The next JOC meeting is scheduled for December 18, 2019 at 7:00 p.m., following the Reorganization Meeting.

XII. ADJOURNMENT

The meeting adjourned on a motion by Mr. Burnham, seconded by Mr. Schreck, at 7:24 p.m. All in favor.

Julie A. Bauer, Business Manager/Board Secretary