

Regular Meeting – December 19, 2018

I. CALL TO ORDER

Members in attendance: John Burnham, Luigi DeFrancesco, Don Ellis,
 Tim McQuiston, Katrina Proctor, Delwood Smith

Members absent: Mark Gerow, Bob Johnston, Frank Schreck

Others in attendance: Kevin Sprong, Mike Costa, Tim Glasspool, Jarrin Sperry,
 Tom Washington, Ted Watts, David Schaefer, Julie Bauer

The regular meeting of the Joint Operating Committee of the Crawford County CTC was called to order by Chairman Ellis at 7:18 p.m., in the Conference Room at the Crawford County CTC.

II. APPROVAL OF REVISED AGENDA

Motion: Ms. Proctor
 Second: Mr. Burnham

Roll Call

Mr. Burnham	<u>Yes</u>	Mr. Gerow	<u>Absent</u>	Ms. Proctor	<u>Yes</u>
Mr. DeFrancesco	<u>Yes</u>	Mr. Johnston	<u>Absent</u>	Mr. Schreck	<u>Absent</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. McQuiston
 Second: Mr. Smith

RESOLVED, that the CCCTC JOC approve and accept the Regular Meeting Minutes of November 20, 2018.

Roll Call

Mr. Burnham	<u>Yes</u>	Mr. Gerow	<u>Absent</u>	Ms. Proctor	<u>Yes</u>
Mr. DeFrancesco	<u>Yes</u>	Mr. Johnston	<u>Absent</u>	Mr. Schreck	<u>Absent</u>
Mr. Ellis, Jr.	<u>Yes</u>	Mr. McQuiston	<u>Yes</u>	Mr. Smith	<u>Yes</u>

Motion Carried

IV. FINANCIAL

Motion: Ms. Proctor
Second: Mr. Burnham

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

- A. Expenditures** – General Fund bills for November in the amount of \$109,779.23 and December in the amount of \$252,788.44, totaling \$362,567.67, 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 November as presented:
 - 1. Treasurer's Report**
 - 2. Shop Report**
 - 3. Enrollment Report** (information only)

Roll Call

Mr. Burnham	<u>Yes</u>	Mr. Gerow	<u>Absent</u>	Ms. Proctor	<u>Yes</u>
Mr. DeFrancesco	<u>Yes</u>	Mr. Johnston	<u>Absent</u>	Mr. Schreck	<u>Absent</u>
Mr. Ellis, Jr.	<u>Yes</u>	Mr. McQuiston	<u>Yes</u>	Mr. Smith	<u>Yes</u>

Motion Carried

V. COMMUNICATION

- The Meadville Tribune* article - State Grants
- Chamber of Commerce Newsletter – Leadership Meadville 9 Tour
- Chamber of Commerce Newsletter – Business After Hours Event

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. Dennis O’Laughlin**, Commercial Art instructor – Retroactive. Detroit, MI on December 17, 2018 for meetings with College for Creative Studies administration. The cost to the JOC is \$75.00 for a substitute.

2. **Jeff Fobes, John Fuller and Julie Vavreck**, SkillsUSA advisors – New Castle, PA on January 18, 2019 with approximately 30 students and two additional instructors for the SkillsUSA District 10 Competition. The approximate cost to the JOC for substitutes and travel is \$815.00. The approximate cost to SkillsUSA for registration is \$825.00.

3. **Timothy Brown**, Culinary Arts and Restaurant Management instructor, along with approximately nine students and an additional chaperone – State College, PA on February 26-27, 2019 by school van and rental van for the PA ProStart Student Invitational. The approximate cost to the JOC for travel, lodging, registration, food, and a substitute is \$2,550.00.

Roll Call

Mr. Burnham	<u>Yes</u>	Mr. Gerow	<u>Absent</u>	Ms. Proctor	<u>Yes</u>
Mr. DeFrancesco	<u>Yes</u>	Mr. Johnston	<u>Absent</u>	Mr. Schreck	<u>Absent</u>
Mr. Ellis, Jr.	<u>Yes</u>	Mr. McQuiston	<u>Yes</u>	Mr. Smith	<u>Yes</u>

Motion Carried

B. Surplus List

Motion: Mr. McQuiston

Second: Ms. Proctor

RESOLVED, that the CCCTC JOC approve the list of 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>Absent</u>	Ms. Proctor	<u>Yes</u>
Mr. DeFrancesco	<u>Yes</u>	Mr. Johnston	<u>Absent</u>	Mr. Schreck	<u>Absent</u>
Mr. Ellis, Jr.	<u>Yes</u>	Mr. McQuiston	<u>Yes</u>	Mr. Smith	<u>Yes</u>

Motion Carried

C. Policy Review-Second Reading and Approval

Motion: Mr. McQuiston

Second: Ms. Proctor

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

- 814 Copyright Material
- 815 Acceptable Use of Internet Computers and Network Resources
- 818 Contracted Services

Roll Call

Mr. Burnham	<u>Yes</u>	Mr. Gerow	<u>Absent</u>	Ms. Proctor	<u>Yes</u>
Mr. DeFrancesco	<u>Yes</u>	Mr. Johnston	<u>Absent</u>	Mr. Schreck	<u>Absent</u>
Mr. Ellis, Jr.	<u>Yes</u>	Mr. McQuiston	<u>Yes</u>	Mr. Smith	<u>Yes</u>

Motion Carried

D. Policy Review – First Reading

- 819 Suicide Awareness, Prevention and Response
- 822 Automated External Defibrillator/Cardiopulmonary Resuscitation
- 823 Naloxone

VIII. DIRECTOR'S REPORT

IX. SUPERINTENDENTS' COMMENTS

X. JOC MEMBERS' COMMENTS/QUESTIONS

XI. NEXT MEETING

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

XII. ADJOURNMENT

The meeting adjourned on a motion by Mr. Burnham, seconded by Mr. DeFrancesco, at 7:44 p.m. All in favor.

XIII. EXECUTIVE SESSION

An Executive Session for personnel reasons was held following adjournment 7:45 p.m. to 7:52 p.m.

Julie A. Bauer, Business Manager/Board Secretary