


TO: Joint Operating Committee Members
FROM: Kevin L. Sprong, Director 
DATE: October 15, 2021
RE: **AGENDA for Wednesday, October 20, 2021 at 7:00 p.m.**

I. CALL TO ORDER (time _____)

Roll Call

Mr. Burnham _____	Mr. Valesky _____	Mr. Merritt _____
Mr. DeFrancesco _____	Mr. Johnston _____	Mr. Schreck _____
Mr. Ellis _____	Mr. McQuiston _____	Mr. Smith _____

The Chairman will welcome guests and ask if they have anything to bring to the attention of the Committee.

II. APPROVAL OF AGENDA

(Motion ____ Second ____ Action ____)

Roll Call

Mr. Burnham _____	Mr. Valesky _____	Mr. Merritt _____
Mr. DeFrancesco _____	Mr. Johnston _____	Mr. Schreck _____
Mr. Ellis _____	Mr. McQuiston _____	Mr. Smith _____

III. APPROVAL OF REGULAR MEETING MINUTES

(Motion ____ Second ____ Action ____)

RESOLVED, the CCCTC JOC approve and accept the Regular Meeting Minutes of September 15, 2021.

Roll Call

Mr. Burnham	_____	Mr. Valesky	_____	Mr. Merritt	_____
Mr. DeFrancesco	_____	Mr. Johnston	_____	Mr. Schreck	_____
Mr. Ellis	_____	Mr. McQuiston	_____	Mr. Smith	_____

IV. FINANCIAL (see addenda)

(Motion ____ Second ____ Action ____)

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

A. Expenditures – General Fund bills for September and October totaling **\$664,775.68** , 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 October as presented:

- 1. Treasurer's Report**
- 2. Activities Report** - 2021-22 school year
- 3. Shop Report**
- 4. Enrollment Report** (information only)

Roll Call

Mr. Burnham	_____	Mr. Valesky	_____	Mr. Merritt	_____
Mr. DeFrancesco	_____	Mr. Johnston	_____	Mr. Schreck	_____
Mr. Ellis	_____	Mr. McQuiston	_____	Mr. Smith	_____

V. COMMUNICATION – Meadville Tribune: Starn Tool
Meadville Tribune: PN Program

VI. OLD BUSINESS

VII. NEW BUSINESS

A. Navia Agreement for 1094/1095

(Motion ____ Second ____ Action ____)

RESOLVED, the CCCTC JOC approve the Administrative Agreement with Navia to prepare and file the 1094-C and 1095-C forms for the 2021 calendar year, as required by the Affordable Care Act. The cost will be \$350.00 per tax ID and \$5.50 per 1095-C form generated. The total cost is approximately \$625 .00

Roll Call

Mr. Burnham	_____	Mr. Valesky	_____	Mr. Merritt	_____
Mr. DeFrancesco	_____	Mr. Johnston	_____	Mr. Schreck	_____
Mr. Ellis	_____	Mr. McQuiston	_____	Mr. Smith	_____

B. Travel

(Motion ____ Second ____ Action ____)

RESOLVED, the CCCTC JOC approve the following travel items:

1. Steel Eagle Conference

Administration recommends that Jacquelynn Dutchcot, Business Manager, be approved to travel to Bedford Springs, PA for the Steel Eagle Conference on November 11 -12, 2021. There is no cost to the JOC.

2. AVTEC Conference

Administration recommends that Kristen Deets, Cosmetology Instructor, be approved to travel to Altoona, PA for the AVTEC Conference on November 22, 2021. The approximate JOC cost for mileage, lodging, and food is \$355.86.

3. PASBO Conference

Administration recommends that Jacquelynn Dutchcot, Business Manager, be approved to travel to Hershey, PA for the PASBO Conference on March 8-11, 2021. The approximate JOC cost for mileage, lodging, registration, and food is \$1,241.00.

4. EPSON Conference

Administration recommends that Dennis O’Laughlin, Commercial Art Instructor, be retroactively approved to travel to Southerland, MI on October 10, 2021 and a future date to be determined. The approximate JOC cost for mileage is \$300.00.

5. Department of Career and Technical Studies Sections Meeting

Administration recommends that Bonnie Stein, Co-operative Education Instructor, be approved to travel to Harrisburg, PA on November 5, 2021. There is no cost to the JOC.

Roll Call

Mr. Burnham	_____	Mr. Valesky	_____	Mr. Merritt	_____
Mr. DeFrancesco	_____	Mr. Johnston	_____	Mr. Schreck	_____
Mr. Ellis	_____	Mr. McQuiston	_____	Mr. Smith	_____

C. Surplus Items

(Motion ____ Second ____ Action ____)

RESOLVED, 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	_____	Mr. Valesky	_____	Mr. Merritt	_____
Mr. DeFrancesco	_____	Mr. Johnston	_____	Mr. Schreck	_____
Mr. Ellis	_____	Mr. McQuiston	_____	Mr. Smith	_____

D. PowerSchool

(Motion ____ Second ____ Action ____)

RESOLVED, the CCCTC JOC approve the PowerSchool License, Subscription, Professional Services and Setup Fees in the amount of \$4,161.54 for 2021-2022.

Roll Call

Mr. Burnham	_____	Mr. Valesky	_____	Mr. Merritt	_____
Mr. DeFrancesco	_____	Mr. Johnston	_____	Mr. Schreck	_____
Mr. Ellis	_____	Mr. McQuiston	_____	Mr. Smith	_____

E. Otis Elevator Service and Repairs

(Motion ____ Second ____ Action ____)

RESOLVED, the CCCTC JOC approve the agreement with Otis for service and repairs to the elevator for \$25,845.19 from Capital Projects Fund.

Roll Call

Mr. Burnham	_____	Mr. Valesky	_____	Mr. Merritt	_____
Mr. DeFrancesco	_____	Mr. Johnston	_____	Mr. Schreck	_____
Mr. Ellis	_____	Mr. McQuiston	_____	Mr. Smith	_____

F. Policy Review-Second Reading and Approval

(Motion ____ Second ____ Action ____)

RESOLVED, the CCCTC JOC approve the following Policy Manual Updates as presented:

- Policy 006: Meetings

Roll Call

Mr. Burnham	_____	Mr. Valesky	_____	Mr. Merritt	_____
Mr. DeFrancesco	_____	Mr. Johnston	_____	Mr. Schreck	_____
Mr. Ellis	_____	Mr. McQuiston	_____	Mr. Smith	_____

VIII. DIRECTOR'S REPORT

IX. SUPERINTENDENTS' COMMENTS

X. JOC MEMBERS' COMMENTS/QUESTIONS

XI. EXECUTIVE SESSION –Personnel Matters and Contract Negotiations

XII. NEXT MEETING – November 17, 2021

XIII. ADJOURNMENT

The meeting adjourned on a motion by _____, Seconded by
_____ at _____ p.m. All in favor.

Jacquelynn Dutchcot
Business Manager/Board Secretary