

Regular Meeting – November 18, 2009

I. CALL TO ORDER

The regular meeting of the Crawford County Career and Technical Center was called to order by Chairperson Schaeff at 7:02 p.m.

Members in attendance: Ms. Carol Jones, Mr. Chris Kondzielski,
 Ms. Gina McCauley, Mr. Stuart Rothman,
 Mr. David Schaeff, Mr. Frank Schreck, Mr. Harold Shorts,
 Dr. Walter Thomas

Members absent: Mr. Jeff Jackson

Others in attendance: Richard Borchilo, Wendy Szallay, Neil Donovan,
 Paul Livermore, Ted Watts, Jim Pellegrino, Joy Strain,
 Keith Smith, and Julie Bauer

Chairperson Schaeff welcomed guests and asked if they had anything to bring to the attention of the Committee.

Joy Strain, from O’Polka & Company, presented a draft of the Local Audit Report for the year ended June 30, 2009.

An update for the Building Renovation Project was presented by Keith Smith, Construction Manager and a tour was given of the new Child Care Lab.

II. APPROVAL OF THE REVISED AGENDA

Motion: Mr. Kondzielski

Second: Dr. Thomas

RESOLVED, that the CCCTC Joint Operating Committee approve the Revised Agenda.

Roll Call

| | | | | | |
|-----------------|---------------|--------------|------------|-------------|------------|
| Mr. Jackson | <u>Absent</u> | Ms. McCauley | <u>Yes</u> | Mr. Schreck | <u>Yes</u> |
| Ms. Jones | <u>Yes</u> | Mr. Rothman | <u>Yes</u> | Mr. Shorts | <u>Yes</u> |
| Mr. Kondzielski | <u>Yes</u> | Mr. Schaeff | <u>Yes</u> | Dr. Thomas | <u>Yes</u> |
| Motion Carried | | | | | |

III. APPROVAL OF REGULAR MEETING MINUTES

Motion: Mr. Kondzielski
Second: Dr. Thomas

RESOLVED, that the CCCTC Joint Operating Committee approve and accept the Regular Meeting Minutes of October 21, 2009.

Roll Call

| | | | | | |
|-----------------|---------------|--------------|------------|-------------|------------|
| Mr. Jackson | <u>Absent</u> | Ms. McCauley | <u>Yes</u> | Mr. Schreck | <u>Yes</u> |
| Ms. Jones | <u>Yes</u> | Mr. Rothman | <u>Yes</u> | Mr. Shorts | <u>Yes</u> |
| Mr. Kondzielski | <u>Yes</u> | Mr. Schaeff | <u>Yes</u> | Dr. Thomas | <u>Yes</u> |

Motion Carried

IV. FINANCIAL

A. Budget Transfers

Motion: Dr. Thomas
Second: Mr. Shorts

RESOLVED, that the CCCTC Joint Operating Committee approve the transfers in the amount of \$60,900.00 as listed (see addendum).

Roll Call

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|-----------------|---------------|--------------|------------|-------------|------------|
| Mr. Jackson | <u>Absent</u> | Ms. McCauley | <u>Yes</u> | Mr. Schreck | <u>Yes</u> |
| Ms. Jones | <u>Yes</u> | Mr. Rothman | <u>Yes</u> | Mr. Shorts | <u>Yes</u> |
| Mr. Kondzielski | <u>Yes</u> | Mr. Schaeff | <u>Yes</u> | Dr. Thomas | <u>Yes</u> |

Motion Carried

B. Expenditures - General Fund

Motion: Mr. Kondzielski
Second: Dr. Thomas

RESOLVED, that the CCCTC Joint Operating Committee approve and accept the General Fund October 2009 bills in the amount of \$149,491.38, the November 2009 bills in the amount of \$189,074.85, and the Capital Project Fund bills in the amount of \$813,672.86, totaling \$1,152,239.09.

Roll Call

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|-----------------|---------------|--------------|------------|-------------|------------|
| Mr. Jackson | <u>Absent</u> | Ms. McCauley | <u>Yes</u> | Mr. Schreck | <u>Yes</u> |
| Ms. Jones | <u>Yes</u> | Mr. Rothman | <u>Yes</u> | Mr. Shorts | <u>Yes</u> |
| Mr. Kondzielski | <u>Yes</u> | Mr. Schaeff | <u>Yes</u> | Dr. Thomas | <u>Yes</u> |

Motion Carried

C. Reports

Motion: Mr. Rothman
Second: Mr. Kondzielski

RESOLVED, that the CCCTC Joint Operating Committee approve the following reports for October as presented:

1. **Treasurer's Report**
2. **Shop Report**
3. **Cafeteria Report**
4. **Enrollment Report (for JOC Information Only)**

Roll Call

| | | | | | |
|-----------------|---------------|--------------|------------|-------------|------------|
| Mr. Jackson | <u>Absent</u> | Ms. McCauley | <u>Yes</u> | Mr. Schreck | <u>Yes</u> |
| Ms. Jones | <u>Yes</u> | Mr. Rothman | <u>Yes</u> | Mr. Shorts | <u>Yes</u> |
| Mr. Kondzielski | <u>Yes</u> | Mr. Schaeff | <u>Yes</u> | Dr. Thomas | <u>Yes</u> |

Motion Carried

V. COMMUNICATION

VI. OLD BUSINESS

VII. NEW BUSINESS

A. Building Renovation Proposals and Change Order

Motion: Mr. Shorts
Second: Mr. Schreck

RESOLVED, that the CCCTC Joint Operating Committee approve the building renovation proposals and change order as presented.

Roll Call

| | | | | | |
|-----------------|---------------|--------------|------------|-------------|------------|
| Mr. Jackson | <u>Absent</u> | Ms. McCauley | <u>Yes</u> | Mr. Schreck | <u>Yes</u> |
| Ms. Jones | <u>Yes</u> | Mr. Rothman | <u>Yes</u> | Mr. Shorts | <u>Yes</u> |
| Mr. Kondzielski | <u>Yes</u> | Mr. Schaeff | <u>Yes</u> | Dr. Thomas | <u>Yes</u> |

Motion Carried

B. Local Audit Report

Motion: Dr. Thomas
Second: Mr. Rothman

RESOLVED, that the CCCTC Joint Operating Committee accept the draft of the 2008-2009 Local Audit Report as presented, with final approval at the December JOC meeting.

Roll Call

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|-----------------|---------------|--------------|------------|-------------|------------|
| Mr. Jackson | <u>Absent</u> | Ms. McCauley | <u>Yes</u> | Mr. Schreck | <u>Yes</u> |
| Ms. Jones | <u>Yes</u> | Mr. Rothman | <u>Yes</u> | Mr. Shorts | <u>Yes</u> |
| Mr. Kondzielski | <u>Yes</u> | Mr. Schaeff | <u>Yes</u> | Dr. Thomas | <u>Yes</u> |

Motion Carried

C. Chief School Administrator - Appointment

Motion: Dr. Thomas
Second: Mr. Shorts

RESOLVED, that the CCCTC Joint Operating Committee appoint Wendy Szallay as the Chief School Administrator for the remainder of Richard Rossi's two-year term, which is through June 30, 2010.

Roll Call

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|-----------------|---------------|--------------|------------|-------------|------------|
| Mr. Jackson | <u>Absent</u> | Ms. McCauley | <u>Yes</u> | Mr. Schreck | <u>Yes</u> |
| Ms. Jones | <u>Yes</u> | Mr. Rothman | <u>Yes</u> | Mr. Shorts | <u>Yes</u> |
| Mr. Kondzielski | <u>Yes</u> | Mr. Schaeff | <u>Yes</u> | Dr. Thomas | <u>Yes</u> |

Motion Carried

D. Travel

Motion: Mr. Shorts
Second: Mr. Kondzielski

RESOLVED, that the CCCTC Joint Operating Committee approve the following travel items:

- 1. Shari Wilkinson and John Fuller**, SkillsUSA advisors - Travel with approximately 65 students and two additional chaperones to Erie, PA on December 3, 2009 for the SkillsUSA District 10 Leadership Workshop. The cost to the JOC is \$134.50. The cost to SkillsUSA is \$1,950.00.
- 2. Dennis O'Laughlin**, Commercial Art instructor - Retroactively approved to attend the IUP Teacher-to-Teacher Exchange at Indiana, PA on November 10, 2009. The cost to the JOC is \$75.00.

Roll Call

| | | | | | |
|-----------------|---------------|--------------|------------|-------------|------------|
| Mr. Jackson | <u>Absent</u> | Ms. McCauley | <u>Yes</u> | Mr. Schreck | <u>Yes</u> |
| Ms. Jones | <u>Yes</u> | Mr. Rothman | <u>Yes</u> | Mr. Shorts | <u>Yes</u> |
| Mr. Kondzielski | <u>Yes</u> | Mr. Schaeff | <u>Yes</u> | Dr. Thomas | <u>Yes</u> |

Motion Carried

E. Activities Club Officers and Advisors

Motion: Mr. Kondzielski
Second: Mr. Schreck

RESOLVED, that the CCCTC Joint Operating Committee approve the 2009-2010 Activities Club Officers and Advisors list as presented.

Roll Call

| | | | | | |
|-----------------|---------------|--------------|------------|-------------|------------|
| Mr. Jackson | <u>Absent</u> | Ms. McCauley | <u>Yes</u> | Mr. Schreck | <u>Yes</u> |
| Ms. Jones | <u>Yes</u> | Mr. Rothman | <u>Yes</u> | Mr. Shorts | <u>Yes</u> |
| Mr. Kondzielski | <u>Yes</u> | Mr. Schaeff | <u>Yes</u> | Dr. Thomas | <u>Yes</u> |

Motion Carried

F. Snow Removal Equipment

1. Truck

Motion: Mr. Shorts
Second: Dr. Thomas

RESOLVED, that the CCCTC Joint Operating Committee approve the purchase of a new dump-body Dodge 350 truck from Humes Chrysler. This truck will be used as the primary snow removal vehicle and for general-duty service for the physical plant. The State Contract price for the vehicle is \$40,953.00, to be purchased from Capital Reserve funds.

Roll Call

| | | | | | |
|-----------------|---------------|--------------|------------|-------------|------------|
| Mr. Jackson | <u>Absent</u> | Ms. McCauley | <u>Yes</u> | Mr. Schreck | <u>Yes</u> |
| Ms. Jones | <u>Yes</u> | Mr. Rothman | <u>Yes</u> | Mr. Shorts | <u>Yes</u> |
| Mr. Kondzielski | <u>Yes</u> | Mr. Schaeff | <u>Yes</u> | Dr. Thomas | <u>Yes</u> |

Motion Carried

2. Tractor

Motion: Mr. Shorts
Second: Dr. Thomas

RESOLVED, that the CCCTC Joint Operating Committee approve the purchase of a Cub Cadet Garden Tractor with snow blower and mower attachments from Kafferlin Sales and Service. The low quote for this purchase is \$6,962.00, to be purchased from Adult Education Fund Balance.

Roll Call

| | | | | | |
|-----------------|---------------|--------------|------------|-------------|------------|
| Mr. Jackson | <u>Absent</u> | Ms. McCauley | <u>Yes</u> | Mr. Schreck | <u>Yes</u> |
| Ms. Jones | <u>Yes</u> | Mr. Rothman | <u>Yes</u> | Mr. Shorts | <u>Yes</u> |
| Mr. Kondzielski | <u>Yes</u> | Mr. Schaeff | <u>Yes</u> | Dr. Thomas | <u>Yes</u> |

Motion Carried

VIII. DIRECTOR'S REPORT

IX. SUPERINTENDENTS' COMMENTS

X. JOC MEMBERS' COMMENTS/QUESTIONS

XI. NEXT MEETING

The next Joint Operating Committee meeting is scheduled for Wednesday, December 16, 2009 following the Reorganization Meeting at 7:00 p.m.

XII. ADJOURNMENT

The meeting adjourned on a motion by Ms. Jones, seconded by Dr. Thomas at 7:41 p.m. All in favor.

Julie A. Bauer, Board Secretary