

Regular Meeting – March 16, 2011

I. CALL TO ORDER

The regular meeting of the Crawford County Career and Technical Center was called to order by Chairperson Schaefer at 7:00 p.m.

Members in attendance: Harry Hicks, Carol Jones, Chris Kondzielski, Mitchell Roe, David Schaefer, Frank Schreck, Harold Shorts, Walter Thomas

Members absent: Rick Kelly

Others in attendance: Charles Heller, Jarrin Sperry, Connie Youngblood, Neil Donovan, Paul Livermore, Shari Wilkinson, Nick Neubert, Nate Gorman, Amanda Roberts, Samantha Sellers, Cortney Coppock, Ted Watts, Mary Spicer, and Julie Bauer

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

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. Hicks	<u>Yes</u>	Mr. Kondzielski	<u>Yes</u>	Mr. Schreck	<u>Yes</u>
Ms. Jones	<u>Yes</u>	Mr. Roe	<u>Yes</u>	Mr. Shorts	<u>Yes</u>
Mr. Kelly	<u>Absent</u>	Mr. Schaefer	<u>Yes</u>	Dr. Thomas	<u>Yes</u>

Motion Carried

III. APPROVAL OF REGULAR MEETING MINUTES

Motion: Mr. Schreck

Second: Mr. Roe

RESOLVED, that the CCCTC Joint Operating Committee approve and accept the Regular Meeting Minutes of February 16, 2011.

Roll Call

Mr. Hicks	<u>Yes</u>	Mr. Kondzielski	<u>Yes</u>	Mr. Schreck	<u>Yes</u>
Ms. Jones	<u>Yes</u>	Mr. Roe	<u>Yes</u>	Mr. Shorts	<u>Yes</u>
Mr. Kelly	<u>Absent</u>	Mr. Schaef	<u>Yes</u>	Dr. Thomas	<u>Yes</u>

Motion Carried

IV. FINANCIAL

A. Expenditures - General Fund

Motion: Mr. Kondzielski
Second: Dr. Thomas

RESOLVED, that the CCCTC Joint Operating Committee approve and accept the General Fund February 2011 bills in the amount of \$137,916.76, the March 2011 bills in the amount of \$201,906.51, and the Capital Project Fund bills in the amount of \$9,557.23, totaling \$349,380.50.

Roll Call

Mr. Hicks	<u>Yes</u>	Mr. Kondzielski	<u>Yes</u>	Mr. Schreck	<u>Yes</u>
Ms. Jones	<u>Yes</u>	Mr. Roe	<u>Yes</u>	Mr. Shorts	<u>Yes</u>
Mr. Kelly	<u>Absent</u>	Mr. Schaef	<u>Yes</u>	Dr. Thomas	<u>Yes</u>

Motion Carried

B. Reports

Motion: Mr. Shorts
Second: Mr. Kondzielski

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

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

Roll Call

Mr. Hicks	<u>Yes</u>	Mr. Kondzielski	<u>Yes</u>	Mr. Schreck	<u>Yes</u>
Ms. Jones	<u>Yes</u>	Mr. Roe	<u>Yes</u>	Mr. Shorts	<u>Yes</u>
Mr. Kelly	<u>Absent</u>	Mr. Schaef	<u>Yes</u>	Dr. Thomas	<u>Yes</u>

Motion Carried

V. COMMUNICATION (See Attached)

VI. OLD BUSINESS

VII. NEW BUSINESS

A. Personnel

Motion: Mr. Roe
Second: Mr. Shorts

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

1. **Bonnie Attleberger, Alison Kelly and Margo Livermore** – Added to the 2010-2011 day-to-day substitute list on an as-needed basis, following receipt of current clearances.
2. **Michael Forbes** - Resignation as Custodial/Maintenance effective March 18, 2011.

Roll Call

Mr. Hicks	<u>Yes</u>	Mr. Kondzielski	<u>Yes</u>	Mr. Schreck	<u>Yes</u>
Ms. Jones	<u>Yes</u>	Mr. Roe	<u>Yes</u>	Mr. Shorts	<u>Yes</u>
Mr. Kelly	<u>Absent</u>	Mr. Schaef	<u>Yes</u>	Dr. Thomas	<u>Yes</u>

Motion Carried

B. Travel

Motion: Dr. Thomas
Second: Mr. Shorts

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

1. **Shari Wilkinson and John Fuller**, SkillsUSA advisors – Attend the PA SkillsUSA State Competition held at Hershey, PA on April 5-8, 2011 with 31 students and four additional chaperones. The approximate cost to SkillsUSA is \$12,102.00. The approximate cost to the JOC is \$5,705.00.
2. **Rebecca Parker**, Practical Nursing Program Coordinator – Attend the EDEXpress Hands On Training Workshop at Westmoreland County Community College, Youngwood, PA on April 13-14, 2011. The approximate cost is \$249.00, to be paid by the Practical Nursing Program.
3. **Brenda McCloskey**, Practical Nursing Program instructor – Attend a Practical Nursing Conference at Lewisburg, PA on April 6-7, 2011. The approximate cost is \$505.00, to be paid by the Practical Nursing Program.

4. **Rebecca Parker**, Practical Nursing Program Coordinator - Attend a Practical Nursing Conference at Lewisburg, PA on May 5-6, 2011. The approximate cost is \$574.00, to be paid by the Practical Nursing Program.

Roll Call

Mr. Hicks	<u>Yes</u>	Mr. Kondzielski	<u>Yes</u>	Mr. Schreck	<u>Yes</u>
Ms. Jones	<u>Yes</u>	Mr. Roe	<u>Yes</u>	Mr. Shorts	<u>Yes</u>
Mr. Kelly	<u>Absent</u>	Mr. Schaef	<u>Yes</u>	Dr. Thomas	<u>Yes</u>

Motion Carried

C. **GASB 54**

Motion: Mr. Kondzielski
Second: Mr. Roe

RESOLVED, that the CCCTC Joint Operating Committee approve the adoption of GASB Statement 54 and the following changes to the Center's fund balance presentation and the reestablishment of the Capital Reserve fund as a Capital Project fund.

- Current designated Adult Ed/LPN Fund balances be reclassified as "Assigned" fund balance.
- Current designated fund balance for future pension costs be reclassified as "Committed" fund balance.
- Current Capital Reserve Fund be reestablished as a Capital Project Fund for future capital projects and equipment purchases. The fund balance of this Capital Project Fund would be "Assigned" fund balance.

Roll Call

Mr. Hicks	<u>Yes</u>	Mr. Kondzielski	<u>Yes</u>	Mr. Schreck	<u>Yes</u>
Ms. Jones	<u>Yes</u>	Mr. Roe	<u>Yes</u>	Mr. Shorts	<u>Yes</u>
Mr. Kelly	<u>Absent</u>	Mr. Schaef	<u>Yes</u>	Dr. Thomas	<u>Yes</u>

Motion Carried

D. **Building Renovation Change Order**

Motion: Mr. Shorts
Second: Dr. Thomas

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

Roll Call

Mr. Hicks	<u>Yes</u>	Mr. Kondzielski	<u>Yes</u>	Mr. Schreck	<u>Yes</u>
Ms. Jones	<u>Yes</u>	Mr. Roe	<u>Yes</u>	Mr. Shorts	<u>Yes</u>
Mr. Kelly	<u>Absent</u>	Mr. Schaef	<u>Yes</u>	Dr. Thomas	<u>Yes</u>

Motion Carried

VIII. DIRECTOR'S REPORT

Volunteers for the Strategic Plan Mid-Point Review are Carol Jones (Crawford Central School District) and Harry Hicks (Penncrest School District).

IX. SUPERINTENDENTS' COMMENTS

X. JOC MEMBERS' COMMENTS/QUESTIONS

XI. NEXT MEETING

The next Joint Operating Committee meeting is scheduled for Wednesday, April 20, 2011 at 7:00 p.m.

XII. EXECUTIVE SESSION

An Executive Session was held on March 8, 2011 at 3:30 p.m. for the purpose of discussing Professional Contract Negotiations.

The next Professional Contract Negotiations meeting is scheduled for April 18, 2011 at 3:30 p.m.

XIII. ADJOURNMENT

The meeting adjourned on a motion by Mr. Shorts, seconded by Mr. Roe, at 7:25 p.m. All in favor.

Julie A. Bauer, Board Secretary