

Regular Meeting – July 15, 2009

**I. CALL TO ORDER**

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

Members in attendance: Ms. Lorri Drumm, Ms. Carol Jones,  
 Mr. Stuart Rothman, Mr. David Schaeff,  
 Mr. Harold Shorts, Dr. Walter Thomas

Members absent: Mr. Jeff Jackson, Mr. Chris Kondzielski

Others in attendance: Michael Dolecki, Richard Borchilo, Neil Donovan,  
 Paul Livermore, Ted Watts, Jim Pellegrino, and  
 Julie Bauer

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

**II. APPROVAL OF THE AGENDA**

Motion: Mr. Shorts  
 Second: Dr. Thomas

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

Roll Call

Ms. Drumm	<u>Yes</u>	Mr. Kondzielski	<u>Absent</u>	Mr. Schaeff	<u>Yes</u>
Mr. Jackson	<u>Absent</u>	TBA	<u>      </u>	Mr. Shorts	<u>Yes</u>
Ms. Jones	<u>Yes</u>	Mr. Rothman	<u>Yes</u>	Dr. Thomas	<u>Yes</u>

Motion Carried

**III. APPROVAL OF REGULAR MEETING MINUTES**

Motion: Mr. Shorts  
 Second: Ms. Jones

RESOLVED, that the CCCTC Joint Operating Committee approve and accept the Regular Meeting Minutes of June 17, 2009.

Roll Call

Ms. Drumm	<u>Yes</u>	Mr. Kondzielski	<u>Absent</u>	Mr. Schaef	<u>Yes</u>
Mr. Jackson	<u>Absent</u>	TBA	<u>        </u>	Mr. Shorts	<u>Yes</u>
Ms. Jones	<u>Yes</u>	Mr. Rothman	<u>Yes</u>	Dr. Thomas	<u>Yes</u>

Motion Carried

#### IV. FINANCIAL

##### A. Expenditures - General Fund

Motion: Dr. Thomas  
Second: Ms. Drumm

RESOLVED, that the CCCTC Joint Operating Committee approve and accept the General Fund June 2009 bills in the amount of \$275,164.98, the July 2009 bills in the amount of \$103,503.53, and the Capital Project Fund bills in the amount of \$417,748.70, totaling \$796,417.21.

Roll Call

Ms. Drumm	<u>Yes</u>	Mr. Kondzielski	<u>Absent</u>	Mr. Schaef	<u>Yes</u>
Mr. Jackson	<u>Absent</u>	TBA	<u>        </u>	Mr. Shorts	<u>Yes</u>
Ms. Jones	<u>Yes</u>	Mr. Rothman	<u>Yes</u>	Dr. Thomas	<u>Yes</u>

Motion Carried

##### B. Reports

Motion: Mr. Shorts  
Second: Dr. Thomas

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

1. **Treasurer's Report** – June
2. **Activities Report** – fourth quarter of the 2008-2009 school year
3. **Shop Report** – June
4. **Cafeteria Report** – May and June

Roll Call

Ms. Drumm	<u>Yes</u>	Mr. Kondzielski	<u>Absent</u>	Mr. Schaef	<u>Yes</u>
Mr. Jackson	<u>Absent</u>	TBA	<u>        </u>	Mr. Shorts	<u>Yes</u>
Ms. Jones	<u>Yes</u>	Mr. Rothman	<u>Yes</u>	Dr. Thomas	<u>Yes</u>

Motion Carried

#### V. COMMUNICATION

#### VI. OLD BUSINESS

## VII. NEW BUSINESS

### A. Personnel

#### 1. Automotive Technology Instructor Resignation

Motion: Mr. Shorts  
Second: Dr. Thomas

RESOLVED, that the CCCTC Joint Operating Committee accept Mike Sikorski's resignation as the Automotive Technology instructor, effective July 15, 2009.

Roll Call

Ms. Drumm	<u>Yes</u>	Mr. Kondzielski	<u>Absent</u>	Mr. Schaeff	<u>Yes</u>
Mr. Jackson	<u>Absent</u>	TBA	<u>      </u>	Mr. Shorts	<u>Yes</u>
Ms. Jones	<u>Yes</u>	Mr. Rothman	<u>Yes</u>	Dr. Thomas	<u>Yes</u>

Motion Carried

#### 2. Automotive Technology Instructor Appointment

Motion: Dr. Thomas  
Second: Mr. Rothman

RESOLVED, that the CCCTC Joint Operating Committee appoint Lon Williams the new Automotive Technology instructor at Emergency Step 1 of the salary schedule of the negotiated contract (\$40,861) plus fringe benefits, starting August 28, 2009.

Roll Call

Ms. Drumm	<u>Yes</u>	Mr. Kondzielski	<u>Absent</u>	Mr. Schaeff	<u>Yes</u>
Mr. Jackson	<u>Absent</u>	TBA	<u>      </u>	Mr. Shorts	<u>Yes</u>
Ms. Jones	<u>Yes</u>	Mr. Rothman	<u>Yes</u>	Dr. Thomas	<u>Yes</u>

Motion Carried

#### 3. Additional Custodial Help for Summer Renovation Work

Motion: Mr. Shorts  
Second: Ms. Drumm

RESOLVED, that the CCCTC Joint Operating Committee approve the hiring of two additional temporary employees for custodial maintenance support for July and August 2009, and for next summer, at an hourly rate of \$7.25 for approximately 30 hours each per week.

Roll Call

Ms. Drumm	<u>Yes</u>	Mr. Kondzielski	<u>Absent</u>	Mr. Schaef	<u>Yes</u>
Mr. Jackson	<u>Absent</u>	TBA	<u>      </u>	Mr. Shorts	<u>Yes</u>
Ms. Jones	<u>Yes</u>	Mr. Rothman	<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. Julie Bauer, Business Manager** – To attend the PACTA (PA Association of Career and Technical Administrators) workshop on September 29-30, 2009 at State College, PA. The approximate cost for travel, lodging, registration and food is \$548.00, to be paid by the JOC (see addendum).
- 2. Julie Bauer, Business Manager** – To attend six PASBO (PA Association of School Business Officials) workshops at Warrendale, PA on various dates throughout the 2009-2010 year. The approximate cost for travel and registration is \$1,095.00, to be paid by the JOC (see addendum).

Roll Call

Ms. Drumm	<u>Yes</u>	Mr. Kondzielski	<u>Absent</u>	Mr. Schaef	<u>Yes</u>
Mr. Jackson	<u>Absent</u>	TBA	<u>      </u>	Mr. Shorts	<u>Yes</u>
Ms. Jones	<u>Yes</u>	Mr. Rothman	<u>Yes</u>	Dr. Thomas	<u>Yes</u>

Motion Carried

**C. Building Renovation – Change Orders**

Motion: Mr. Shorts  
Second: Dr. Thomas

RESOLVED, that the CCCTC Joint Operating Committee approve the change orders for the building renovation as presented (see addenda).

Roll Call

Ms. Drumm	<u>Yes</u>	Mr. Kondzielski	<u>Absent</u>	Mr. Schaef	<u>Yes</u>
Mr. Jackson	<u>Absent</u>	TBA	<u>      </u>	Mr. Shorts	<u>Yes</u>
Ms. Jones	<u>Yes</u>	Mr. Rothman	<u>Yes</u>	Dr. Thomas	<u>Yes</u>

Motion Carried

**D. School Credit Card**

Motion: Dr. Thomas  
Second: Mr. Rothman

RESOLVED, that the CCCTC Joint Operating Committee approve the provision of a CCCTC school credit card for James Pellegrino, Maintenance Supervisor, with a limit of \$3,000. All policies and procedures in place for current administrative credit card use will apply.

Roll Call

Ms. Drumm	<u>Yes</u>	Mr. Kondzielski	<u>Absent</u>	Mr. Schaef	<u>Yes</u>
Mr. Jackson	<u>Absent</u>	TBA	<u>      </u>	Mr. Shorts	<u>Yes</u>
Ms. Jones	<u>Yes</u>	Mr. Rothman	<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, August 19, 2009 at 7:00 p.m.

**XII. ADJOURNMENT**

The meeting adjourned on a motion by Mr. Shorts, seconded by Dr. Thomas at 7:20 p.m. All in favor.

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Julie A. Bauer, Board Secretary