

Regular Meeting – August 19, 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,
 Mr. David Schaeff, Mr. Frank Schreck,
 Mr. Harold Shorts, Dr. Walter Thomas

Members absent: Ms. Lorri Drumm, Mr. Jeff Jackson, Mr. Stuart Rothman

Others in attendance: Richard Borchilo, Michael Dolecki, Neil Donovan
 Paul Livermore, Ted Watts, Keith Smith, Tom Wilson,
 Mary Spicer, and Julie Bauer

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

Tom Wilson from Penn State Agriculture Extension Agency gave an update on the Biomass Boiler Project.

II. APPROVAL OF THE AGENDA

Motion: Mr. Kondzielski
 Second: Dr. Thomas

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

Roll Call

Ms. Drumm	<u>Absent</u>	Mr. Kondzielski	<u>Yes</u>	Mr. Schreck	<u>Yes</u>
Mr. Jackson	<u>Absent</u>	Mr. Rothman	<u>Absent</u>	Mr. Shorts	<u>Yes</u>
Ms. Jones	<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: Mr. Shorts

RESOLVED, that the CCCTC Joint Operating Committee approve and accept the Regular Meeting Minutes of July 15, 2009.

Roll Call

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

Motion Carried

IV. FINANCIAL

A. Budget Transfers

Motion: Mr. Shorts
Second: Mr. Kondzielski

RESOLVED, that the CCCTC Joint Operating Committee approve the transfers in the amount of \$1,150.00 as listed (see addendum).

Roll Call

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

Motion Carried

B. Expenditures - General Fund

Motion: Dr. Thomas
Second: Mr. Kondzielski

RESOLVED, that the CCCTC Joint Operating Committee approve and accept the General Fund July 2009 bills in the amount of \$358,536.02 the August 2009 bills in the amount of \$229,107.91, and the Capital Project Fund bills in the amount of \$373.50, totaling \$588,017.43.

Roll Call

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

Motion Carried

C. Reports

Motion: Mr. Kondzielski
Second: Mr. Shorts

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

1. **Treasurer's Report**
2. **Shop Report**

Roll Call

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

Motion Carried

V. COMMUNICATION

VI. OLD BUSINESS

VII. NEW BUSINESS

A. Biomass Boiler Project

Motion: Dr. Thomas
Second: Mr. Shorts

RESOLVED, that the CCCTC Joint Operating Committee appoint CenterPoint Engineering to proceed with design documents and cost estimates for the Biomass Boiler Project. The overall cost will be approximately 40% of CenterPoint's total engineering costs of \$120,000. CCCTC will bear 24% of this cost, which will not exceed \$12,000.

Roll Call

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

Motion Carried

B. Substitute List

Motion: Mr. Kondzielski
Second: Dr. Thomas

RESOLVED, that the CCCTC Joint Operating Committee approve the day-to-day substitute list for the 2009-2010 year on an as-needed basis as presented (see addendum).

Roll Call

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

Motion Carried

C. Perkins Funding

Motion: Dr. Thomas
Second: Mr. Shorts

RESOLVED, that the CCCTC Joint Operating Committee approve the following items, pending substantial approval:

1. Thomas Vanco - Reappointment as Special Populations Coordinator for the 2009-2010 school year at Step 17 for a salary of \$62,006.00.
2. Instructional Aides - Reappointment of the following Instructional Aides for the 2009-2010 school year.

Robert Pinkhouse \$13.75/hour (1323 hours)
Cynthia Harry \$12.80/hour (1323 hours)
Gary Yaeger \$12.05/hour (1323 hours)
Don Quindardo \$11.55/hour (1323 hours)
3. Thurston House Career and Technical Resources for Special Populations - Approval of \$36,000.00 funding for the Thurston House Career and Technical Resources for Special Populations.

Roll Call

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

Motion Carried

D. Revised Custodian Job Description

Motion: Mr. Shorts
Second: Ms. Jones

RESOLVED, that the CCCTC Joint Operating Committee approve the revised custodian job description as presented (see addendum).

Roll Call

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

Motion Carried

E. Travel - Director

Motion: Mr. Shorts
Second: Ms. Jones

RESOLVED, that the CCCTC Joint Operating Committee approve Neil Donovan to travel, at no expense to the JOC, to South Korea to accept an invitation to present at an international conference on workforce development. The Korean government will cover travel and lodging expenses for the trip. The conference will take place on November 2-4, 2009. Complete itinerary pending.

Roll Call

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

Motion Carried

F. Student Information Handbook

Motion: Mr. Shorts
Second: Mr. Kondzielski

RESOLVED, that the CCCTC Joint Operating Committee approve the Student Information Handbook for 2009-2010 as presented (see addendum).

Roll Call

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

Motion Carried

G. Diesel Equipment for NATEF Certification

Motion: Dr. Thomas
Second: Ms. Jones

RESOLVED, that the CCCTC Joint Operating Committee award Hovis Auto Supply the bid for the Diesel tools and equipment in the amount of \$62,102.26.

Roll Call

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

Motion Carried

H. Food Service Management - Ala Carte Items Price Increase

Motion: Mr. Shorts
Second: Mr. Kondzielski

RESOLVED, that the CCCTC Joint Operating Committee approve the Ala Carte Price List for the 2009-2010 school year as presented (see addendum).

Roll Call

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

Motion Carried

I. Natural Gas Bids

Motion: Dr. Thomas
Second: Mr. Shorts

RESOLVED, that the CCCTC Joint Operating Committee award National Fuel Resources, Inc., the lowest qualified bidder, in the amount of \$6.16 per Mcf, for the natural gas usage for September 1, 2009 through August 31, 2009. This is in conjunction with the PENNCREST School District.

Roll Call

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

Motion Carried

J. Building Renovation – Change Orders

Motion: Mr. Shorts
Second: Mr. Kondzielski

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

Roll Call

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

Motion Carried

K. Adult Education Program

Motion: Mr. Kondzielski
Second: Dr. Thomas

RESOLVED, that the CCCTC Joint Operating Committee approve the Nurse Aide course to be offered for the Adult Education Program for the first semester of the 2009-2010 school year.

Roll Call

Ms. Drumm	<u>Absent</u>	Mr. Kondzielski	<u>Yes</u>	Mr. Schreck	<u>Yes</u>
Mr. Jackson	<u>Absent</u>	Mr. Rothman	<u>Absent</u>	Mr. Shorts	<u>Yes</u>
Ms. Jones	<u>Yes</u>	Mr. Schaef	<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, September 16, 2009 at 7:00 p.m.

XII. ADJOURNMENT

The meeting adjourned on a motion by Mr. Shorts, seconded by Dr. Thomas at 7:48 p.m.
All in favor.

Julie A. Bauer, Board Secretary