

Regular Meeting – September 16, 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. Carol Jones, Mr. Stuart Rothman,
 Mr. David Schaeff, Mr. Frank Schreck,
 Mr. Harold Shorts, Dr. Walter Thomas

Members absent: Ms. Lorri Drumm, Mr. Jeff Jackson,
 Mr. Chris Kondzielski

Others in attendance: Richard Borchilo, Michael Dolecki, Richard Rossi,
 Wendy Szallay, Neil Donovan, Paul Livermore,
 Ted Watts, Mary Spicer, 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 REVISED AGENDA

Motion: Dr. Thomas
 Second: Mr. Shorts

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

Roll Call

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

RESOLVED, that the CCCTC Joint Operating Committee approve and accept the Regular Meeting Minutes of August 19, 2009.

Roll Call

Ms. Drumm	<u>Absent</u>	Mr. Kondzielski	<u>Absent</u>	Mr. Schreck	<u>Yes</u>
Mr. Jackson	<u>Absent</u>	Mr. Rothman	<u>Yes</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. Expenditures - General Fund

Motion: Dr. Thomas
Second: Mr. Schreck

RESOLVED, that the CCCTC Joint Operating Committee approve and accept the General Fund August 2009 bills in the amount of \$112,173.85, the September 2009 bills in the amount of \$197,730.84, and the Capital Project Fund bills in the amount of \$2,418,197.78, totaling \$2,728,102.47.

Roll Call

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

Motion Carried

B. Reports

Motion: Mr. Shorts
Second: Ms. Jones

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

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

Roll Call

Ms. Drumm	<u>Absent</u>	Mr. Kondzielski	<u>Absent</u>	Mr. Schreck	<u>Yes</u>
Mr. Jackson	<u>Absent</u>	Mr. Rothman	<u>Yes</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. State Inspection Instructor

Motion: Dr. Thomas
Second: Mr. Schreck

RESOLVED, that the CCCTC Joint Operating Committee approve Nick Shearer, Diesel Technology instructor, as the PA State Inspector instructor for the Adult Evening Program at a rate of \$22.00 per hour.

Roll Call

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

Motion Carried

B. Travel

Motion: Mr. Rothman
Second: Dr. Thomas

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

- 1. Mary Brown, Practical Nursing Program Coordinator** - To attend the AES/PHEAA Workshop on September 22, 2009 at Wexford, PA. The approximate cost is \$88.00, to be paid by the Practical Nursing Program (see addendum).
- 2. Mary Brown, Practical Nursing Program Coordinator** - To attend the PA Association of Practical Nursing Administrators Practical Nursing Conference on October 8-9, 2009 at Lewisburg, PA. The approximate cost is \$503.00, to be paid by the Practical Nursing Program (see addendum).
- 3. Bonnie Stein, Cosmetology instructor** - To attend the AVTEC (Association of Vocational Teachers Educating in Cosmetology) meeting on October 11-12, 2009 at Harrisburg, PA. The approximate cost to the JOC is \$872.00 (see addendum).

Roll Call

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

Motion Carried

C. Building Renovation

1. Change Orders

Motion: Mr. Shorts
Second: Dr. Thomas

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

Roll Call

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

Motion Carried

2. Plancon K

Motion: Dr. Thomas
Second: Mr. Shorts

RESOLVED, that the CCCTC Joint Operating Committee approve and authorize the submission of Plancon Part K, Project Refinancing, for the Crawford County Career and Technical Center project to the Pennsylvania Department of Education for review and approval (see addendum).

Roll Call

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

Motion Carried

3. Part-time Custodial Help for Renovation Work

Motion: Dr. Thomas
Second: Mr. Rothman

RESOLVED, that the CCCTC Joint Operating Committee approve the hire of two students to work after school on a part-time basis to assist the custodial/maintenance staff in tasks related to the renovation. The students' wage would be \$7.25 per hour, not to exceed 6 hours of work per week, per student.

Roll Call

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

Motion Carried

D. Biomass Boiler Project - Discussion

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, October 21, 2009 at 7:00 p.m.

XII. ADJOURNMENT

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

Julie A. Bauer, Board Secretary