

Regular Meeting – September 21, 2011

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: Harry Hicks, Carol Jones, Chris Kondzielski, Mitchell Roe, David Schaeff, Frank Schreck, Harold Shorts

Members absent: Rick Kelly, Walter Thomas

Others in attendance: Charles Heller, Jarrin Sperry, Connie Youngblood, Neil Donovan, Paul Livermore, Dennis O’Laughlin, Ted Watts, and Julie Bauer

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

II. APPROVAL OF AGENDA

Motion: Mr. Shorts

Second: Mr. Hicks

RESOLVED, that the CCCTC Joint Operating Committee approve the 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. Schaeff	<u>Yes</u>	Dr. Thomas	<u>Absent</u>

Motion Carried

III. APPROVAL OF REGULAR MEETING MINUTES

Motion: Mr. Schreck

Second: Mr. Jones

RESOLVED, that the CCCTC Joint Operating Committee approve and accept the Regular Meeting Minutes of August 17, 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. Schaeff	<u>Yes</u>	Dr. Thomas	<u>Absent</u>

Motion Carried

IV. FINANCIAL

A. Expenditures

Motion: Mr. Shorts

Second: Mr. Hicks

RESOLVED, that the CCCTC Joint Operating Committee approve and accept the General Fund August 2011 bills in the amount of \$134,620.83 and the September 2011 bills in the amount of \$325,537.53, totaling \$460,158.36.

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>Absent</u>

Motion Carried

B. Reports

Motion: Mr. Shorts

Second: Mr. Roe

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**

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>Absent</u>

Motion Carried

V. COMMUNICATION

VI. OLD BUSINESS

VII. NEW BUSINESS

A. Personnel

1. Welding Instructor

Motion: Mr. Schreck

Second: Mr. Shorts

RESOLVED, that the CCCTC Joint Operating Committee appoint Brad Custead the new permanent Welding instructor at Emergency Step 1 of the salary schedule of the negotiated contract (\$41,086) plus fringe benefits, beginning August 26, 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>Absent</u>

Motion Carried

2. Fund-raising Assistant

Motion: Mr. Kondzielski

Second: Mr. Hicks

RESOLVED, that the CCCTC Joint Operating Committee appoint Judy Lindberg, current day-to-day substitute, the fund-raising assistant to oversee the day-to-day collection of money and record keeping associated with the SkillsUSA fund-raiser for 4-5 hours/day for 24 workdays from September 29 to November 2, 2011. A \$1,100 stipend will be paid from the fund-raising proceeds at the end of the sale.

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>Absent</u>

Motion Carried

3. Health Occupations Part-time Clinical Instructor

Motion: Mr. Schreck

Second: Mr. Kondzielski

RESOLVED, that the CCCTC Joint Operating Committee reappoint Kyla Berlin the part-time clinical instructor for Health Occupations at a rate of \$22.50 per hour.

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>Absent</u>

Motion Carried

B. Travel

Motion: Mr. Kondzielski

Second: Mr. Hicks

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

1. **Rebecca Parker**, Practical Nursing Program coordinator - Lewisburg, PA on October 6-7, 2011 for the PA Association of PN Administrators PN Fall Conference. The approximate cost is \$635.00, to be paid by the Practical Nursing Program.
2. **Shari Wilkinson and John Fuller**, SkillsUSA advisors - Bradford, PA by school van on October 7, 2011 for a SkillsUSA District Plan Meeting. The cost to the JOC is \$134.50 for substitutes.
3. **Bonnie Stein**, Cosmetology instructor - Carlisle, PA for an AVTEC (Association of Vocational Teachers Educating in Cosmetology) meeting on October 16-17, 2011. The approximate cost is \$893.00.

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>Absent</u>

Motion Carried

C. 403(b) Third Party Administrator

Motion: Mr. Shorts

Second: Mr. Kondzielski

RESOLVED, that the CCCTC Joint Operating Committee adopt the attached Resolution as presented and that it be made part of the minutes of this meeting.

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>Absent</u>

Motion Carried

D. Occupational Advisory Committees Membership List

Motion: Mr. Schreck
Second: Mr. Roe

RESOLVED, that the CCCTC Joint Operating Committee approve the Occupational Advisory Committees for the 2011-2012 school year as presented, as per the PA Department of Education mandate.

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>Absent</u>

Motion Carried

E. Building Renovation Change Order

Motion: Mr. Roe
Second: Mr. Shorts

RESOLVED, that the CCCTC Joint Operating Committee approve the Building Renovation Change Order 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>Absent</u>

Motion Carried

VIII. DIRECTOR'S REPORT

IX. SUPERINTENDENTS' COMMENTS

Mr. Heller said the Biomass Boiler Project is on schedule and should be completed by the end of October.

X. JOC MEMBERS' COMMENTS/QUESTIONS

XI. NEXT MEETING

The next Joint Operating Committee meeting is scheduled for Wednesday, October 19, 2011, at 7:00 p.m.

A Professional Contract Negotiations Committee meeting was held on September 13, 2011 at 3:30 p.m.

The next Professional Contract Negotiations meetings are scheduled on October 5 and October 12, 2011 at 4:00 p.m.

XII. ADJOURNMENT

The meeting adjourned on a motion by Mr. Shorts, seconded by Mr. Schreck, at 7:22 p.m.
All in favor.

XIII. EXECUTIVE SESSION

An Executive Session was held following adjournment for legal and personnel issues from 7:23 – 7:44 p.m.

Julie A. Bauer, Board Secretary