

**Clarion County Career Center  
Joint Operating Committee  
February 26, 2024 Minutes**

The regular meeting of the Clarion County Career Center Joint Operating Committee was called to order on February 26, 2024 at 7:00 p.m. by Todd MacBeth, Chairperson.

Members present were: Heidi Byers, Kevin Johnson, David Lewis, Garrett Carulli (alt), Todd MacBeth, Lisa Norbert, Jeffrey Powell, Abby Simcheck, Gary Sproul, Terry Sweeney and Stacey Thompson.

Members absent: Rick Best, Brady Feicht, Winfield Lutz and Chris Mogus.

Administration present were: Traci Wildeson, Director, David McDeavitt, Superintendent of Record and Crissy Long, Board Secretary/Confidential Administrative Assistant.

***Public Comment Period:***

No members of the public were present.

***Committee Reports:***

Traci explained the (competitive) Public School Facility Improvement Grant (25% match) which, if awarded, could enable the Career Center to replace the entire roof and fully repair and seal the masonry of the entire building. The Building and Grounds committee recommends accepting the Garland proposal for the roof and the masonry work as proposed by Tremco in turn costing the Career Center approximately \$474,225.00. For the 2024-2025 school year, the Center would need to retain 70% of the vocational reimbursements as opposed to the 40% traditionally retained. Doing so would enable the Center to match the 25% of the grant without having to procure additional funds through loans or bonds and without using the Building and Grounds fund balance. Shane Wolbert, Building and Grounds Supervisor gave insight into the rationale for recommending the Garland and Tremco proposals.

***Agenda:***

On a motion by Kevin Johnson seconded by Gary Sproul with all members voting in the affirmative, **IT WAS RESOLVED** to approve the agenda of the February 26th, 2024 meeting.

***Minutes Approved:***

On a motion by Kevin Johnson seconded by Garrett Carulli, with all members voting in the affirmative, **IT WAS RESOLVED** to approve the minutes of the January 22nd, 2024 regular meeting.

***Financial Reports Approved:***

On a motion by Stacey Thompson, seconded by Lisa Norbert, with all members voting in the affirmative, **IT WAS RESOLVED** to approve the payment of the General Fund bills for February 2024, the Activity report for January 2024 and the Treasurer's report for January 2024.

***Other/New Business:***

No Other or New Business items were presented.

***Executive Session:***

On a motion by Kevin Johnson, seconded by Jeffrey Powell, with all members voting in the affirmative, **IT WAS RESOLVED** to enter into Executive Session to discuss Personal items at 7:22 pm.

***Personnel:***

On a motion by Kevin Johnson, seconded by Jeffrey Powell, with all members voting in the affirmative, **IT WAS RESOLVED** to approve the updated Part-Time Instructional Aide job description.

On a motion by Gary Sproul, seconded by Kevin Johnson, with all members voting in the affirmative, **IT WAS RESOLVED** to approve the hourly rate for current part-time instructional aides to be \$13.75/hour effective 2/1/24.

On a motion by Terry Sweeney, seconded by Garrett Carulli, with all members voting in the affirmative, **IT WAS RESOLVED** to approve the hiring of Jamie Grata as a part-time instructional assistant at a rate of \$13.50 per hour with \$0.25 increase after successful completion of the 90-day probationary period, pending receipt of all clearances. There are no benefits with this position.

On a motion by Kevin Johnson, seconded by Gary Sproul, with all members voting in the affirmative, **IT WAS RESOLVED** to approve the hiring of Christine Hughes-Penman as a part-time instructional assistant at a rate of \$13.50 per hour with \$0.25 increase after successful completion of the 90-day probationary period, pending receipt of all clearances. There are no benefits with this position.

***Travel:***

On a motion by Kevin Johnson, seconded by Lisa Norbert, with all members voting in the affirmative, **IT WAS RESOLVED** to approve Randy Shook and Kathy Burkhardt to chaperone two (2) students to the SkillsUSA State Competition April 3-5, 2024 at the Hershey Lodge in Hershey PA at an approximate cost of \$800 and to approve Randy Shook and Kelly Schreckengost to chaperone four (4) students to the ProStart Invitational Competition on February 29, 2024 at the Penn State Hotel & Conference Center in State College, PA at an approximate cost of \$150.

On a motion by David Lewis, seconded by Garrett Carulli, with all members voting in the affirmative, **IT WAS RESOLVED** to approve Paula Davis to accompany six (6) students to Clarion Area Elementary mini career fair on March 1, 2024.

***Policy***

On a motion by Kevin Johnson, seconded by Davis Lewis, with all members voting in the affirmative, **IT WAS RESOLVED to A.** Approve first reading of Policy 111 - Lesson Plans; **B.** first reading of Policy 112 - Guidance Counseling; **C.** first reading of Policy 113 - Special Education; **D.** first reading of Policy 113.1 - Discipline of Students with Disabilities; **E.** first reading of Policy 113.2 - Behavior Support; **F.** first reading of Policy 113.3 - Confidentiality of Special Education Student Information; **G.** first reading of Policy 115 - Cooperative Education; **H.** first reading of Policy 121 - Field Trips; **I.** first reading of Policy 124 - Summer School; **J.** first reading of Policy 125 - Adult Education; **K.** first reading of Policy 130 - Homework; **L.** first reading of Policy 146 - Student Services; **M.** first reading of Policy 254 - Educational Opportunity for Military Children; **N.** first reading of Policy 903 - Public Comment in Joint Operating Committee Meetings.

**Considerations:**

On a motion by Terry Sweeney, seconded by Jeffrey Powell, with all members voting in the affirmative, **IT WAS RESOLVED to** approve Cosmetology to conduct thirteen (13) days of summer school from May 29 -June 14, 2024. The Cosmetology Instructor will be paid at her per diem and the Cosmetology Instructional Aide will be paid at her current hourly rate.

On a motion by Garrett Carulli, seconded by Lisa Norbert, with members H. Byers, K. Johnson, D. Lewis, G. Carulli, L. Norbert, J. Powell, A. Simcheck, T. Sweeney, S. Thompson and T. MacBeth voting in the affirmative, member G. Sproul voting in the negative, **IT WAS RESOLVED to** approve the 24/25 school calendar.

A discussion took place regarding the first day of school for the 2024/ 2025 school year. It was stated that students whose district began later than the Career Center first day of August 21, 2024 would be short on hours, especially the cosmetology students. Additionally, the safety instruction would need to be retaught to those students by the Career Center instructors. Traci stated that students affected would be permitted to obtain a driving permit and attend the Career Center on their own so as to not lose hours.

On a motion by Kevin Johnson, seconded by Terry Sweeney, with all members voting in the affirmative, **IT WAS RESOLVED to** approve Traci Wildeson to sign a natural gas and electric contract when a low rate is available.

Traci explained the reasoning for this motion. Stacey Thompson asked for a breakdown of the cost for both electric and gas over the last five (5) years.

On a motion by Kevin Johnson, seconded by Terry Sweeney, with members H. Byers, K. Johnson, D. Lewis, G. Carulli, L. Norbert, J. Powell, A. Simcheck, G. Sproul, T. Sweeney, and T. MacBeth voting in the affirmative, member S. Thompson voting in the negative, **IT WAS RESOLVED to** approve the PCCD Mental Health Grant expenditures and the PCCD Safety Grant expenditures.

Traci explained the PCCD Mental Health Grant is non-competitive. She plans to ask for the full \$70,000.00 to fund a full-time contracted therapist and Center for Safe Schools for professional development. PCCD Safety Grant is a competitive grant and she plans to ask for \$84,375 to fund a school police officer and bollards to be installed in the front entrance of the school.

Stacey Thompson asked what the plan would be to fund the police officer after grant funds are depleted. She also asked what the job description would be for the officer. Traci elaborated on both questions stating that if grant funds were not available the decision to absorb the costs into the general budget would need to be discussed. Traci further stated that six of the seven sending districts employ a School Police Officer. Gary Sproul offered insight into how his district (Clarion-Limestone) handles their police officer and the benefits they have seen from this position.

On a motion by Kevin Johnson, seconded by Garrett Carulli, with all members voting in the affirmative, **IT WAS RESOLVED to** approve the change of carrier for administrative travel insurance.

On a motion by Kevin Johnson, seconded by Gary Sproul, with all members voting in the affirmative, **IT WAS RESOLVED to** approve the contract between Brad and Kristin Kirkwood and Clarion County Career Center for the construction and purchase of a modular home built by the Construction Technology students at an approximate cost of \$100,000.

***Old Business:***

No Old Business was discussed.

***Director's Report – Traci Wildeson:***

- Kronospan grant approved in the amount of \$1600.00
- 139 new applicants thus far for the 2024-2025 school year
- Female locker room door installation is complete
- Twenty-two (22) Co-Op students are currently out; two (2) students will be starting; four (4) students are actively looking for employment
- PA State Inspection class begins in March

***Superintendent of Record – Dr. David McDeavitt***

- Reviewed Governor Shapiro's state budget proposal
  - \$1.1B increase in education
  - Statewide cyber tuition rate of \$8,000.00
  - Proposing \$50M additional funding for special education
  - Proposing \$50M in funding for safe schools
  - Proposing \$300M in funding for environmental repairs
  - Proposing \$100M in funding towards school mental health
  - Proposing \$3M in funding for hygiene products
  - Proposing \$10M in funding for education talent recruitment
  - Proposing \$5M in additional funding towards student/ teacher stipends
  - Proposing \$2.7M in additional funding towards Head Start Programs
  - Proposing \$2.4M in additional funding for CTC programs
- A group of Superintendents will be traveling to Harrisburg to discuss with legislators the first week of April 2024

***Announcements***

- Committee: Finance for March 2024: 3/25/24, 6pm
- Regular JOC meeting for March, 2024: 3/25/24, 7pm

***Adjournment***

On a motion by Kevin Johnson seconded by David Lewis, with all members voting in the affirmative, **IT WAS RESOLVED** to adjourn the meeting at 8:08 p.m.

Respectfully submitted,

Crissy Long  
J.O.C. Secretary