

**Clarion County Career Center**  
**Joint Operating Committee**  
**Minutes**  
**July 24, 2017**

The regular meeting of the Clarion County Career Center Joint Operating Committee was called to order on July 24, 2017 at 7:56 p.m. by Hugh Henry. Members present were: Jim Beary, Jill Foys, Hugh Henry, Bob McGinnis, William Reddinger, Terry Rush, Lee Stewart and Jameen Stump. Members Todd Bauer, Brian Hartle, Melissa Ford, Donald Nair, James Shaftic, and Dwayne VanTassel were absent.

Administration present were: Aaron Kline, Director of Career and Technical Education, Steve Young, Chief School Administrator and Linda Skelley, Board Secretary/Confidential Secretary.

*Hugh Henry requested the addition of New Business on the agenda between Policy and Considerations.*

On a motion by William Reddinger, seconded by Jill Foys with all members voting in the affirmative, **IT WAS RESOLVED** to approve the agenda of the July 24, 2017 meeting with the addition of a New Business section.

***Public Comment Period:***

No visitors were present at the meeting.

***Minutes Approved:***

On a motion by Jill Foys, seconded by William Reddinger, with all members voting in the affirmative, **IT WAS RESOLVED** to approve the minutes of the June 26, 2017 meeting.

***Financial Reports Approved:***

On a motion by Terry Rush, seconded by Bob McGinnis, with all members voting in the affirmative, **IT WAS RESOLVED** to approve the payment of the general fund bills for July, 2017, the Activity report for June, 2017 and the Treasurer's report for June, 2017.

***Executive Session:***

An executive session was held to discuss personnel issues.

***Personnel:***

On a motion by Jim Beary, seconded by Lee Stewart, with all members voting in the affirmative, **IT WAS RESOLVED** to accept, with regret, the resignation of Aaron Kline as the Director of Career and Technical Education, effective August 27, 2017 (required 60 day notice), his last day at the Career Center will be Friday, August 25, 2017.

On a motion by Terry Rush, seconded by Jill Foys, with all members voting in the affirmative, **IT WAS RESOLVED** to approve hiring Kirk Atwood as the Director of Career and Technical Education at a salary of \$71,000/year with a pro-rated employment contract effective 7/1/17 through 6/30/18, pending all clearances.

On a motion by William Reddinger, seconded by Jim Beary, with all members voting in the affirmative, **IT WAS RESOLVED** to approve the 2017-2018 substitute list.

***Travel:***

On a motion by Terry Rush, seconded by Lee Stewart, with all members voting in the affirmative, **IT WAS RESOLVED** to approve Tina Bauer, Business Manager, to attend the Workshop for Career and Tech Business Managers in State College, PA on September 21-22, 2017 with an approximate cost of \$460.00.

***Policy***

No policies were discussed at the meeting.

***New Business***

Aaron Kline brought up the subject of the tuition reimbursement in his last contract and inquired whether the board members would consider pro-rating the amount (\$5,718) from the classes he completed for the Superintendent program. He made the point that his vacation and personal days are being pro-rated for the rest of the year. He requested the group take that into consideration and determine what length of time he would have in a repayment plan and if the amount could be pro-rated. The group discussed the situation.

Steve Young stated that an agreement will be drawn up for one year. Hugh Henry asked Steve Young if the board needed something added to the agenda on this topic or did it fall under new business. Steve Young indicated it falls under New Business. Terry Rush recommended taking action on saying the payback is allowed over a certain period of time.

Jill Foys made a motion to provide a payback plan of twelve (12) months, zero percent interest with documentation to follow; motion was seconded by Lee Stewart; with all members voting in the affirmative.

***Considerations:***

On a motion by Terry Rush, seconded by Jim Beary, with all members voting in the affirmative, **IT WAS RESOLVED** to approve articulation agreement between Clarion County Career Center Allied Health Science program and Clarion County Career Center Practical Nursing program; approve articulation agreement between Penn Highlands Community College and Clarion County Career Center (Cosmetology program); approve agreement between Clarion County Career Center and Donna Hoffman to provide certain limited financial aid services to assist the students in post-secondary programs.

***Old Business:***

- No old business was discussed.

***Director of Technical Education Report – Aaron Kline***

- Working on binders for the 339 Review which will help take that off the new person when they come in.
- 339 Review is scheduled for April, 2018
- Stated he will miss his time here along with the building, JOC members and staff
- It was not an easy decision to leave
- He hopes the school continues to do well

***Chief School Administrator – Steve Young***

- Stated he would like to have the Nursing Coordinator come to the next meeting and give the board an overview of the program and possibly tour the PN building.
- Working on the Career Center's Safe Schools grant which is due the middle of August.
- Wished Aaron the best of luck

***Adjournment***

On a motion by William Reddinger, seconded by Lee Stewart, with all members voting in the affirmative, **IT WAS RESOLVED** to adjourn the meeting at 8:16 p.m.

Respectfully submitted,

Linda Skelley  
J.O.C. Secretary