

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

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

Members present were: Rick Best, Heidi Byers, Brady Feicht, Garrett Carulli (alt), Kevin Johnson, David Lewis, Todd MacBeth, Jason McMillen, , Lisa Norbert, Abby Simcheck, Gary Sproul, and Terry Sweeney.

Members absent: Jeffrey Powell, Chris Mogus, and Winfield Lutz.

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

Community members present: None

Public Comment Period:

No public comments were made.

Committee Reports:

Strategic Planning

- Review of student, parent, 8th grader, and Stakeholder survey results.
- Working with CTDSL on a feasibility study for potential new programs
- Review of PDE Grad Survey results
- PN Building has been emptied

Agenda:

On a motion by Kevin Johnson seconded by Brady Feicht with all members voting in the affirmative, **IT WAS RESOLVED** to approve the agenda of the August 26, 2024 meeting.

Minutes Approved:

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

Financial Reports Approved:

On a motion by Rick Best, seconded by Kevin Johnson, with all members voting in the affirmative, **IT WAS RESOLVED** to approve the payment of the General Fund bills for August 2024, the Activity report for July 2024 and the Treasurer's report for July 2024.

Other/New Business:

Title IX

- New regulations in effect August 1, 2024

- Staff has received the required training
- Discussion between members regarding changes

Executive Session:

On a motion by Kevin Johnson seconded by Brady Feicht, with all members voting in the affirmative, **IT WAS RESOLVED** to enter into Executive Session to discuss Personnel items at 7:19 pm.

Personnel:

On a motion by Kevin Johnson, seconded by Gary Sproul, with all members voting in the affirmative, **IT WAS RESOLVED** to retroactively approve the hiring Timothy Parkes as the full-time maintenance/custodian at an hourly rate of \$15.00/hr effective August 26, 2024, pending receipt of all required clearances and to retroactively approve hiring Emily Little as the part-time instructional assistant at an hourly rate of \$13.50/hr effective August 19, 2024. There are no benefits with this position.

On a motion by Kevin Johnson, seconded by David Lewis, with all members voting in the affirmative, **IT WAS RESOLVED** to approve the resignation for retirement of Tammy Delp effective December 31, 2024, the revised Receptionist job description, and the advertisement of a full-time receptionist,

On a motion by Kevin Johnson, seconded by Garrett Carulli, with all members voting in the affirmative, **IT WAS RESOLVED** to approve the MOU between Clarion County Career Center JOC & the EA for the Information Technology Technician.

On a motion by Terry Sweeney, seconded by Gary Sproul, with all members voting in the affirmative, **IT WAS RESOLVED** to approve the substitute list for the 24/25 school year.

On a motion by Kevin Johnson seconded by Brady Feicht, with all members voting in the affirmative, **IT WAS RESOLVED** to approve Karen Hughes to be the sub-caller, at a rate of \$500/year, beginning July 1, 2024.

Travel:

None

Policy

Discussion took place regarding the language within and the review of policies.

On a motion by Brady Feicht, seconded by Jason McMillen, with Rick Best, Heidi Byers, Brady Feicht, Garrett Carulli, David Lewis, Todd MacBeth, Jason McMillen, Lisa Norbert, Abby Simcheck, Gary Sproul, and Terry Sweeney voting in the affirmative, member Kevin Johnson voting in the negative, **IT WAS RESOLVED** to approve **A.** second reading of Policy 146.1 Trauma-Informed Approach; **B.** second reading of Policy 218 Student Discipline; **C.** second reading of Policy 218.1 Weapons; **D.** second reading of Policy

218.2 Terroristic Threats; **E.** second reading of Policy 222 Tobacco & Vaping Products; **F.** second reading of Policy 223 Use of Motor Vehicles; **G.** first reading of Policy 224 Care of Center Property; **H.** second reading of Policy 226 Searches; **I.** second reading of Policy 227 Controlled Substances/Paraphernalia; **J.** second reading of Policy 228 Student Government; **K.** second reading of Policy 229 Student Fundraising; **L.** second reading of Policy 230 Public Performances by Students; **M.** second reading of Policy 231 Social Events and Class Trips; **N.** second reading of Policy 232 Student Involvement in Decision-Making; **O.** second reading of Policy 233 Suspension and Expulsion; **P.** second reading of Policy 235 Student Rights and Responsibilities; **Q.** second reading of Policy 236 Student Assistance Program; **R.** second reading of Policy 236.1 Threat Assessment; **S.** second reading of Policy 237 Electronic Devices; **T.** second reading of Policy 246 School Wellness; **U.** second reading of Policy 250 Student Recruitment; **V.** second reading of Policy 254 Educational Opportunity for Military Children; **W.** second reading of Policy 323 Tobacco and Vaping Products; **X.** second reading of Policy 351 Controlled Substances Abuse; **Y.** second reading of Policy 611 Purchases Budgeted; **Z.** second reading of Policy 626 Federal Fiscal Compliance; **AA.** second reading of Policy 707 Use of (Center) School Facilities; **BB.** second reading of Policy 801 Public Records; **CC.** second reading of Policy 803 School Calendar; **DD.** second reading of Policy 805 Emergency Preparedness and Response; **EE.** second reading of Policy 805.1 Relations with Law Enforcement Agencies; **FF.** second reading of Policy 805.1 Relations with Law Enforcement Agencies; **GG.** second reading of Policy 806 Child Abuse; **HH.** first reading of Policy 904 Public Attendance at Center Events; **II.** second reading of Policy 210 Medications.

Considerations:

On a motion by Brady Feicht seconded by Gary Sproul, with all members voting in the affirmative, **IT WAS RESOLVED** to approve the investment of \$200,000 into a 10 month, 4.95% APY CD with First United National Bank.

On a motion by Terry Sweeney seconded by Gary Sproul, with all members voting in the affirmative, **IT WAS RESOLVED** to approve the 23/24 school year budget transfers.

On a motion by Kevin Johnson seconded by Brady Feicht, with all members voting in the affirmative, **IT WAS RESOLVED** to retroactively approve Cybersecurity Insurance with Beazley Insurance Company at a cost of \$2,330.

On a motion by Jason McMillen seconded by Gary Sproul, with all members voting in the affirmative, **IT WAS RESOLVED** to approve the 2024 PCCD Mental Health Grant budget. *This is a \$70,000 grant which will be written for a SPO/SRO.

On a motion by Kevin Johnson seconded by Brady Feicht, with all members voting in the affirmative, **IT WAS RESOLVED** to retroactively approve the agreement between Clarion County Career Center and Interstate Building Maintenance Corporation for custodial services in the amount of \$\$2,652/month.

On a motion by Kevin Johnson seconded by Terry Sweeney, with all members voting in the affirmative, **IT WAS RESOLVED** to approve the deposit of \$1657.85 from recycling into the Building & Grounds fund balance.

Traci explained the MOA terms with KCC/ CCAC.

On a motion by Gary Sproul seconded by Jason McMillen, with all members voting in the affirmative, **IT WAS RESOLVED** to approve MOA between the Clarion County Career Center, Keystone Community Council and the Community College of Allegheny County (CCAC).

Old Business:

None

Director's Report – Traci Wildeson:

- PCCD Mental Health Grant – one candidate to be interviewed next week
- Public School Improvement Grant (Roof & 10 HVAC units) – grant reviewer has asked for dates which is hopefully a good sign that we will receive the grant
- CDC Grant – PA System will be installed beginning September 16, 2024
- Boy Scouts of America will be on sight Saturday, September 28, 2024. Approximately 40 scouts in two groups will earn their Automotive Badge. Eight technicians will be present to help.
- Currently working with the Clarion Small Business Development Center to offer an Entrepreneur Program for students. Projected to begin in the spring of 2025. Funded through a grant.
- School year began. Students are happy to be back
- Union School District para/ van driver will begin in the next few days
- Recognize Shane Wolbert for taking on cleaning the **entire** building on his own while we are between custodians.

Superintendent of Record – Dr. David McDeavitt

- Praised Traci for her leadership.
- Will begin his second year as Superintendent of Record

Comments

Todd MacBeth recognized Tammy Delp for her 25 years of service at the Career Center and wished her the best in retirement.

Gary Sproul expressed his concern about the low numbers enrolled in Computer Networking. Traci is investigating ways to promote the program to increase enrollment.

Gary Sproul asked if the Career Center has evaluated other options of venues for Career Center events that are more centrally located, specifically the Senior Recognition Night. Traci stated that all other venues

do not have the capacity needed for the event, but she would look into Trinity Point per Gary's suggestion.

Gary Sproul brought to the member's attention the declining enrollment rates in Clarion County and proposed to all members that the school boards sit down together to discuss potential options to share services to reduce costs in reaction to the continued enrollment decline.

Announcements

- A. Committee: Personnel: **Monday 9/23/24 6pm (if needed)**
- B. Regular JOC meeting for September 2024: **Monday 9/23/24, 7pm**

Adjournment

On a motion by Brady Feicht, seconded by Jason McMillen, with all members voting in the affirmative, **IT WAS RESOLVED** to move into an executive session followed by adjournment at 8:23 p.m.

Respectfully submitted,

Crissy Long
J.O.C. Secretary