

**Clarion County Career Center
Joint Operating Committee
Minutes
April 16, 2019**

The regular meeting of the Clarion County Career Center Joint Operating Committee was called to order on April 16, 2019 at 7:00 p.m. by Terry Rush, Chairperson. Members present were: Jim Beary, Jill Foys, Hugh Henry, Terry Leadbetter, Susan Marron, Donald Nair, Terry Rush, James Shaftic, Lee Stewart, Dwayne VanTassel and Braxton White.

Members: Linda Ferringer, Bob McGinnis and Adam Vogle were absent.

Administration present were: Todd MacBeth, Interim Director, Steve Young, Superintendent of Record and Linda Skelley, Board Secretary/Confidential Secretary.

The following amendment was made prior to approval of the agenda: *under XII. Considerations, struck item E. Permission to advertise for bids to tar and chip the school driveway; and during the meeting on item B. Approve the 2019-2020 Career Center Operating Budget as presented - amended the motion to increase the Director salary by \$10,000 and fringe rate by \$5,000.*

Prior to the start of the meeting, board members were taken on a brief tour of the following three locations in the building: the new "Wall of Opportunity" where employment and scholarship information will be displayed for the students; the "CCCC - Career Center Caring Closet" which contains donated clothing, shoes and hygiene items available for students' needs at no cost to the student; Modular Home in Construction – with a brief overview of the project by Mr. MacBeth.

On a motion by Jim Beary, seconded by Lee Stewart with all members voting in the affirmative, **IT WAS RESOLVED** to approve the agenda of the April 16, 2019 meeting, as amended.

Public Comment Period:

No members of the public were present.

Minutes Approved:

On a motion by Donald Nair, seconded by Braxton White, with all members voting in the affirmative, **IT WAS RESOLVED** to approve the minutes of the March 25, 2019 meeting.

Financial Reports Approved:

On a motion by Donald Nair, seconded by Jill Foys, with all members voting in the affirmative, **IT WAS RESOLVED** to approve the payment of the general fund bills for April, 2019, the Activity report for March, 2019 and the Treasurer's report for March, 2019.

Executive Session:

An executive session was held to discuss personnel issues.

Personnel:

On a motion by James Shaftic, seconded by Lee Stewart, with all members voting in the affirmative, **IT WAS RESOLVED to item A.** Approve Jenya Dautlick to be added to the IU6 Guest Teacher list, to be contacted as a substitute Instructor, effective through the remainder of the 2018-2019 school year.

On a motion by Lee Stewart, seconded by Terry Leadbetter, with all members voting in the affirmative, **IT WAS RESOLVED to item B.** Approve Frank Magagnotti, Cooperative Education Instructor for family medical leave for two weeks and additional intermittent days.

On a motion by Lee Stewart, seconded by Jill Foys, with all members voting in the affirmative, **IT WAS RESOLVED to item C.** Approve hiring Doug Mays as the Interim Director, at a rate of \$300/day, effective April 22, 2019 through a date when permanent Director is hired, with no benefits.

Travel:

On a motion by Donald Nair, seconded by Terry Leadbetter, with all members voting in the affirmative, **IT WAS RESOLVED to item A.** Approve Frank Magagnotti and Kelly Schrecengost as chaperones and Erin Wadding, Nurse to accompany approximately 12 students to attend the ROVA Leadership Camp on May 5-6, 2019. The camp will be held at the Camp Nazareth Retreat and Conference Center in Mercer, PA. The cost of the trip will be paid by the Clarion Rotary, with the exception of fuel for two school vans.

On a motion by Lee Stewart, seconded by Donald Nair, with all members voting in the affirmative, **IT WAS RESOLVED to item B.** Approve Chris Richardson, Police Science Instructor and Amy Zacherl, Instructional Assistant to accompany 34 students to Kalyumet Camping & Cabins for Laser tag weapons training. The cost of ½ of the busing is \$75, which will be paid out of General funds. The remaining cost of \$755 (\$20 per person and \$75 busing) will be paid from Student Congress funds.

On a motion by Jim Beary, seconded by Terry Leadbetter, with all members voting in the affirmative, **IT WAS RESOLVED to item C.** Approve Traci Wildeson, Allied Health Science Instructor/HOSA Advisor and a chaperone to accompany Morgan Bish and Abigail Barris to the HOSA (Health Occupations Students Association-Future Health Professionals) International Leadership Conference on June 18-23, 2019 in Orlando, FL. Approximate cost of \$4,800 (General Fund costs not to exceed \$3,000: covers cost for hotel room, airfare, registration and meals for Advisor and airfare, registration and meals for chaperone. Fundraising and donations: cover cost for the students' hotel rooms, airfare, registration and meals.)

On a motion by Jim Beary, seconded by Lee Stewart, with all members voting in the affirmative, **IT WAS RESOLVED to item D.** Approve David McDeavitt, A-C Valley School District Superintendent, as the Career Center Superintendent of Record beginning July 1, 2019 for a two year term, at a rate of \$3,500 per year.

Policy

No policy items were presented.

Considerations:

On a motion by James Shaftic, seconded by Terry Leadbetter, with all members voting in the affirmative, **IT WAS RESOLVED to A.** Selection of a revised date for the May Joint Operating Committee meeting. (The scheduled date of Tuesday, May 21, 2019 needs changed due to budget approval timelines.) The approved revised date will be Tuesday, May 28, 2019.

On a motion by Jim Beary, seconded by James Shaftic, with all members voting in the affirmative, **IT WAS RESOLVED to B.** Approve the 2019-2020 Career Center Operating Budget as presented. Budget amended to increase Director salary \$10,000 and fringe rate \$5000.

On a motion by Terry Leadbetter, seconded by Jim Beary, with all members voting in the affirmative, **IT WAS RESOLVED to C.** Approve holding a Job Fair (done in partnership with CareerLink Business Solutions) for senior students on May 21, 2019 at the Career Center.

On a motion by Donald Nair, seconded by Terry Leadbetter, with all members voting in the affirmative, **IT WAS RESOLVED to D.** Approve Adult Education, in collaboration with Guardian Eldercare, to conduct three CNA (Certified Nursing Assistant) classes with tentative start dates of April 17, May 22 and June 17, 2019 for 4 weeks each, from 7:30 a.m. to 4:00 p.m., Monday – Friday.

Item E. ~~Permission to advertise for bids to tar and chip the school driveway/lane.~~ This item was struck from the agenda prior to approval.

On a motion by James Shaftic, seconded by Terry Leadbetter, with all members voting in the affirmative, **IT WAS RESOLVED to F.** Approve Affiliation Agreement between Clarion County Career Center Practical Nursing and UHS of Pennsylvania d/b/a Clarion Psychiatric Center.

Old Business:

No old business was discussed.

Director of Technical Education Report – Todd MacBeth

Todd MacBeth provided the following report to the group:

March 28

Maintenance Supervisor, Bud Reinsel, contacted Corner Water to inquire about the status of fire hydrants on school property. He was informed that they are inspected and flushed yearly. Bud will keep abreast of this to insure that it is done.

March 29

Creekside Doors inspected all overhead doors in the heavy shops. There were a few recommendations for updates, but no safety issues.

April 2

Allied Health students departed for the HOSA convention which was held in King of Prussia. Morgan Bish from Clarion-Limestone took first place in Nursing Assisting. Abigail Barris from Allegheny-Clarion Valley took second place in the same category.

April 8

NOCTI (National Occupational Competency Testing) began. Most shops will complete their testing this week.

April 10

Two students and their instructors departed for the Skills USA state competition which is held in Hershey. A-C Valley's Ian Jordan will compete in Diesel and Jonathan Sherwin, also from A-C Valley, will compete in Welding.

UPCOMING:

Clarion County Career Center's National Technical Honor Society induction ceremony will be held on **Thursday, April 25 at 6:00 p.m.** at the Trinity Point Church by Tractor Supply. All are invited.

Early May: Mrs. Davis, in collaboration with CareerLink, has organized and will be hosting a job fair at the Career Center. Potentially 30 employers will attend.

Jill Foys suggested that when the employers are here for the Job Fair to have Culinary Arts prepare a luncheon for them. During that time, Paula Davis can speak to them about the Occupational Advisory Committees (OAC) to try and increase the membership of these groups.

CCCC National Technical Honor Society students will be hosting a Red Cross Blood Drive on Friday, May 10.

Superintendent of Record – Steve Young

- Steve Young told the group he would like to see the Senior Recognition Program go back to having the program include a dinner for the students and their parents.

Mrs. Skelley reviewed with the board the Student News handouts they received: The Derrick has upcoming articles on both Cosmetology and Culinary; expressed appreciation and thanks to Todd MacBeth for all he has done at the Career Center during his Interim Director time; article on Mr. Charlie Snyder was included because the Diesel Technology students provided community service to this gentleman by repairing his truck with Hunter's providing the parts; encouraged members to attend the National Technical Honor Society Induction ceremony on April 25, 2019.

Adjournment

On a motion by Dwayne VanTassel, seconded by Jill Foys, with all members voting in the affirmative, **IT WAS RESOLVED** to adjourn the meeting at 8:53 p.m.

Respectfully submitted,

Linda Skelley
J.O.C. Secretary