

**Clarion County Career Center
Joint Operating Committee
Minutes
February 27, 2017**

The regular meeting of the Clarion County Career Center Joint Operating Committee was called to order on February 27, 2017 at 7:18 p.m. by Hugh Henry. Members present were: Jim Beary, Jill Foys, Hugh Henry, Bob McGinnis, Donald Nair, William Reddinger, Terry Rush, James Shaftic, Lee Stewart and Jameen Stump. Members Todd Bauer, Melissa Ford, Brian Hartle and Dwayne VanTassel were absent.

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

On a motion by Donald Nair, seconded by Terry Rush, with all members voting in the affirmative, **IT WAS RESOLVED** to approve the agenda of the February 27, 2017 meeting, amending it to change the travel request for the HOSA State Leadership Conference to March 7 – 10, 2017 at a cost not to exceed \$3,710. (The agenda had this travel request listed as March 8 – 10, 2017 at an approximate cost of \$3,380.)

Public Comment Period:

No visitors were present at the meeting.

Minutes Approved:

On a motion by James Shaftic, seconded by Terry Rush, with all members voting in the affirmative, **IT WAS RESOLVED** to approve the minutes of the December 20, 2016 meeting. (NOTE: Due to a lack of agenda content, the January 23, 2017 meeting was not held. Email or phone (verbal) approval was obtained by a majority of JOC members for payment of the January bills.)

Financial Reports Approved:

On a motion by Donald Nair, seconded by Jim Beary, with all members voting in the affirmative, **IT WAS RESOLVED** to approve the payment of the general fund bills for January, 2017 and February, 2017, the Activity report for December, 2016 and January, 2017 and the Treasurer's report for December, 2016 and January, 2017.

Executive Session:

An executive session was held to discuss personnel issues.

Personnel:

On a motion by Donald Nair, seconded by Bob McGinnis, with all members voting in the affirmative, **IT WAS RESOLVED** to approve hiring Lori Horne, RN and Nicole Rhoads, RN as Clinical Nurse Aide Instructors at a rate of \$85/day, pending all clearances and paperwork; approved hiring Gary Kahle as a substitute for Welding & Fabrication at a rate of \$85/day pending all clearances and paperwork; approved Debra Thompson as a substitute Nurse and a substitute for Allied Health at a rate of \$85/day pending all clearances and paperwork; approved an unpaid leave of absence for medical reasons for Linda Clymer, Practical Nursing Instructor from January 20, 2017 through June 18, 2017. Her anticipated return date is June 18, 2017.

Travel:

On a motion by Jill Foys, seconded by James Shaftic, with all members voting in the affirmative, **IT WAS RESOLVED** to approve Frank Magagnotti and Kelly Schrecengost as chaperones and Susan Walters, Nurse to accompany approximately 15 students to attend the ROVA Leadership Camp on March 5 and 6, 2017. The camp will be held at the McKeever Environmental Center in Sandy Lake, PA. The cost of the trip will be paid by the Clarion Rotary; approved Traci Wildeson to accompany 6 students to HOSA State Leadership Conference on March 7 – 10, 2017 in Lancaster, PA at a cost not to exceed \$3,710. This will be paid through the general fund.

Policy

No policies were discussed at the meeting.

Considerations:

On a motion by Jim Beary, seconded by Terry Rush, with all members voting in the affirmative, **IT WAS RESOLVED** to approve the 2015-16 audit report prepared by Brooks & Rhoads as presented; approve the 2017-2018 Clarion County Career Center school calendar; approve the 2017-2018 Career Center Operating Budget as presented; approve to solicit bids for closed-circuit TV solution for the Safe Schools grant.

Old Business:

- No old business was discussed.

Director of Vocational Education Report – Aaron Kline

- Thanked Hunter Truck Sales in collaboration with Peterbilt for their donation of a 2014 Packar engine to the Diesel Technology program.
- Possibility of the modular home for the 2017-18 school year being pre-sold. Approached by a couple who expressed interest, they were provided the floor plan booklet. They were told that once a contract is completed, their request to buy the house will go to the JOC for approval and the \$5000 can be paid – the house would be built during the 17-18 school year.
- Career Center was awarded the “Career & Technical Education Excellence Award” by the PA Dept. of Education. We were one of only thirteen (out of approximately 100) CTE schools in Pennsylvania to receive the award for 75% or higher of students who participated in the 2016 (NOCTI) Occupational Competency Testing Program achieving a score at the Advanced Level.
- Secured some articulation agreements with a few schools (University of Northwestern Ohio, Ohio Technical College, Pittsburgh Technical College). These agreements allow the students who are going on to post-secondary schools to receive credits for the work they did here at the Career Center.
- Chapter 339 Approved Program review (by the PA Dept. of Education) will be in the 17-18 school year – either in Fall, 2017 or Spring, 2018. This review is done every 5 years. Instructors have begun to gather evidence documentation in preparation for this review – work will be done on these evidence binders throughout the summer months.

Chief School Administrator – Steve Young

Steve stated that Aaron and his staff are doing a terrific job. North Clarion students are excited to come here every day. He asked the group if they had anything that they wanted more information on or any research on items they have concerns on – none of the group responded with any questions.

Aaron relayed his experience at being a substitute for the afternoon in Welding. He had a group of students teach him grinding and welding skills. He believes if you can explain and teach someone else some skills, it helps the person in the teaching role to learn also. The students did a tremendous job. He would like to find other opportunities to do this in some of the other programs.

Jill Foys stated her son attends the Diesel Technology program and recently suffered a concussion. She reached out to Mr. Clark and feels that she could not have had a better partner in helping her son as he moves through the process in this situation. She appreciates the support by Mr. Clark and told the group "we have exceptional instructors".

Hugh Henry suggested the group consider making the Career Center a central purchase point for all the sending school supplies to give more buying power at better rates. He does not know what kind of burden that would put on the Career Center. When he attended here there was a Distributed Education program, which would fit into that role, but that program is no longer here. Steve Young proposed this to be a topic at a superintendent's (PAC) meeting. There are some consortiums already being used to help save on the cost of supplies for large quantities. Aaron Kline stated that this would have to be a new program. PA Department of Education requires a new program to be on the High Priority Occupation list (for your state or region) or the subsidy money will not flow to that program.

Steve Young stated one of the key things that Aaron is doing is looking into the articulation agreements so students who attend trade schools after graduation can get certain credits and save money. He encouraged Aaron to enter into as many articulation agreements as possible.

Adjournment

On a motion by Donald Nair, seconded by Jill Foys, with all members voting in the affirmative, **IT WAS RESOLVED** to adjourn the meeting at 7:38 p.m.

Respectfully submitted,

Linda Skelley
J.O.C. Secretary