

**Clarion County Career Center
Joint Operating Committee
October 25, 2021 Minutes**

The regular meeting of the Clarion County Career Center Joint Operating Committee was called to order on October 2, 2021 at 6:02 p.m. by Joseph Billotte, Chairperson. Members present and in-person were: Jim Beary, Joseph Billotte, John Creese, Linda Ferringer, Jill Foys, Todd MacBeth, Donald Nair (arrived at 6:06pm after roll call was completed), James Shaftic, Corey Sherman, Tressa Smith, Jameen Stump, Braxton White and Dwayne VanTassel.

Members absent: Corry Bish.

Administration present and in-person were: Traci Wildeson, Director, Joseph Carrico, Superintendent of Record and Linda Skelley, Board Secretary/Confidential Secretary.

Public Comment Period:

Cosmetology Instructor, Mrs. Bridget O'Brien, and two Cosmetology students (Emilee Parkes and Lily Parrish) did a presentation for the JOC members. The students spoke about what they are learning in their program. One of the students is currently working in a salon as a receptionist and the other just received a job offer to work in a salon. Both of the students serve as shop officers, one is the morning session president and the other is the afternoon session president. Mrs. O'Brien told the group of how the program has had to adapt to the pandemic restrictions, in order to still allow the students to earn the required cosmetology hours. The students brought two mannequin heads with different hairstyles and a display of nail techniques, in order for the JOC members to see first-hand the skills they have learned in the Cosmetology program. Mr. VanTassel asked the students if there was any equipment they feel is lacking/missing from their program. Both students felt their Cosmetology shop currently offers them all the tools/equipment they need. The members expressed their appreciation to Mrs. O'Brien and her students for presenting at the meeting.

Committee Reports:

The Facilities/Buildings & Grounds Committee meeting was cancelled at the 9/27/21 JOC regular meeting. No committee updates were presented.

Agenda:

On a motion by Linda Ferringer, seconded by Todd MacBeth with all members voting in the affirmative, **IT WAS RESOLVED** to approve the agenda of the October 25, 2021 meeting.

Minutes Approved:

On a motion by Jim Beary, seconded by Jill Foys, with all members voting in the affirmative, **IT WAS RESOLVED** to approve the minutes of the September 27, 2021 regular meeting.

Financial Reports Approved:

On a motion by Jim Beary, seconded by Todd MacBeth, with all members voting in the affirmative, **IT WAS RESOLVED** to approve the payment of the General Fund bills for October, 2021, the Activity report for October, 2021 and the Treasurer's report for September, 2021.

Other Business:

No Other Business was discussed.

Executive Session:

Personnel and Legal items were discussed during Executive Session.

Personnel:

No items were presented.

Travel:

No items were presented.

Policy

On a motion by Todd MacBeth, seconded by Corey Sherman, with all members voting in the affirmative, **IT WAS RESOLVED to A. through D.** Approve second readings of the following policies:

- A. Policy 006 – Meetings
- B. Policy 800.1 – Electronic Signatures/Records
- C. Policy 816 – Center (School) Social Media
- D. Policy 903 – Public Participation in Joint Operating Committee Meetings

Considerations:

On a motion by Jim Beary, seconded by Braxton White, with all members voting in the affirmative, **IT WAS RESOLVED to A.** Approve the recycle of surplus technology supplies to Universal Waste Solutions. *(Mrs. Wildeson explained to the group prior to the vote, the same item was approved at the September, 2021 meeting. Additional surplus technology supplies were found and required this approval for the new list of items.)*

On a motion by James Shaftic, seconded by Jill Foys, with all members voting in the affirmative, **IT WAS RESOLVED to B.** Approve the account entry of \$60,000 as a receivable from the sale of the modular home that occurred during the 2020/2021 fiscal year.

Old Business:

No old business was discussed.

Director of Technical Education Report – Traci Wildeson, Director

Mrs. Wildeson provided the following report to the group:

- Director's Reports have been sent to the members to keep the group informed of the school activities.
- The new checking account (approved at last month's meeting) is in the process of being set up. There were 3 local banks contacted. Two of the banks responded and Farmers Bank was selected for being able to provide the best rate, services the school needs and

no start up fees. The accounts should be completely set up by the end of the month to avoid the new fees from being charged through the previous bank.

- Enrollment is at 330 students. This number dropped due to some students changing to cyber schools.
- Cosmetology is going to start holding clinic for the public this Thursday. All mitigation will be followed.
- Open House will be held on Thursday, November 4, 2021 from 4:30-6:30pm. A flyer was included in the JOC packet and everyone is invited to attend this event.
- A letter was mailed to Clarion County 9th grade students inviting them to come to the Open House event.
- Paula Davis has started to visit the sending schools and complete a presentation to the 9th grade students. Tour day for the county 9th graders will be held on November 23, 2021.

Superintendent of Record – Joseph Carrico

- Dr. Carrico stated everything is going well at the Career Center.

Announcements

- Committee: Finance, Monday, 11/22/21, 6pm.
- Regular JOC meeting for November, 2021: 11/22/21 7pm

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 6:55 p.m.

- A Work Session followed the regular meeting for the purpose of discussing the Articles of Agreement and vocational reimbursement subsidy payments.

Respectfully submitted,

Linda Skelley
J.O.C. Secretary