

**Clarion County Career Center  
Joint Operating Committee  
May 24, 2021 Minutes**

The regular meeting of the Clarion County Career Center Joint Operating Committee was called to order on May 24, 2021 at 7:00 p.m. by Joseph Billotte, Chairperson. Members present and in-person were: Jim Beary, Joseph Billotte, Jill Foys, Todd MacBeth, Donald Nair, Dwayne VanTassel and Braxton White.

Members present and attending virtually via Zoom were: Linda Ferringer and Corey Sherman.

Members absent: Corry Bish, John Creese, James Shaftic, Tressa Smith and Jameen Stump.

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

***Public Comment Period:***

No public was present.

***Committee Reports:***

The Personnel committee did not meet this evening.

Traci reported that Jill Foys joined the Superintendent's meeting on Friday for Strategic Planning. The group had a discussion about the direction of the school. The outcome was the Superintendents and the Strategic Planning Committee are to schedule to meet for a day or two sometime in July to discuss where we move from here and a timeline of the future of the school regarding renovations and programs.

***Agenda:***

On a motion by Donald Nair, seconded by Jim Beary with all members voting in the affirmative, **IT WAS RESOLVED** to approve the agenda of the May 24, 2021 meeting, with an Addendum adding item C. to Personnel.

***Minutes Approved:***

On a motion by Jill Foys, seconded by Todd MacBeth, with all members voting in the affirmative, **IT WAS RESOLVED** to approve the minutes of the April 26, 2021 regular meeting.

***Financial Reports Approved:***

On a motion by Donald Nair, seconded by Braxton White, with all members voting in the affirmative, **IT WAS RESOLVED** to approve the payment of the General Fund bills for May, 2021, the Activity report for May, 2021 and the Treasurer's report for April, 2021.

***Other Business:***

No Other Business was discussed.

***Executive Session:***

Personnel items were discussed during Executive Session.

***Personnel:***

On a motion by Jill Foys, seconded by Todd MacBeth, with members D. Nair and B. White voting in the negative, and members J. Beary, L. Ferringer, J. Foys, T. MacBeth, C. Sherman, D. VanTassel and J. Billotte voting in the affirmative, **IT WAS RESOLVED to A.** Approve hiring two summer custodians at a rate of \$12.00/hr. for July-August, 2021 through the PA State Work Study Program. (There are no benefits with these positions.)

On a motion by Jill Foys, seconded by Jim Beary, with all members voting in the affirmative, **IT WAS RESOLVED to B.** Approve to interview/hire up to three (3) part-time Instructional Aides to start in the 2021-22 school year. (There are no benefits with these positions.)

On a motion by Jim Beary, seconded by Braxton White, with all members voting in the affirmative, **IT WAS RESOLVED to C.** Approve the Instructional Assistant – Part time job description.

***Travel:***

No travel items were presented.

***Policy***

On a motion by Donald Nair, seconded by Jim Beary, with all members voting in the affirmative, **IT WAS RESOLVED to** approve Second reading of Policy 103 – Discrimination/Title IX Sexual Harassment Affecting Students; Second reading of Policy 111 – Lesson Plans; Second reading of Policy 113.3 – Confidentiality of Special Education Student Information; Second reading of Policy 218.3 – Discipline of Student Convicted/Adjudicated of Sexual Assault; Second reading of Policy 252 – Dating Violence; Second reading of Policy 907 – Center (School) Visitors.

***Considerations:***

On a motion by Donald Nair, seconded by Todd MacBeth, with member J. Beary voting in the negative and L. Ferringer, J. Foys, T. MacBeth, D. Nair, C. Sherman, D. VanTassel, B. White and J. Billotte voting in the affirmative, **IT WAS RESOLVED to A.** Approve Beard Legal Group as the Career Center's solicitor for the 2021-22 school year, at an attorney rate of \$165/hr. and Paralegal rate of \$80/hr.

On a motion by Todd MacBeth, seconded by Braxton White, with all members voting in the affirmative, **IT WAS RESOLVED to B.** Approve the use of up to \$32,239.56 from the prepay account to purchase a new school van.

On a motion by Jim Beary, seconded by Braxton White, with all members voting in the affirmative, **IT WAS RESOLVED to C.** Approve proceeding with services as proposed by Amos Rudolph, Architects for a secure visitor entrance at a cost of \$8,600.

On a motion by Jim Beary, seconded by Todd MacBeth, with all members voting in the affirmative, **IT WAS RESOLVED to D.** Approve GEER II grant budget allocations.

On a motion by Donald Nair, seconded by Todd MacBeth, with all members voting in the affirmative, **IT WAS RESOLVED to E.** Approve use of Building & Grounds reserve fund to pay for the replacement of an 8" butterfly valve at a cost of \$8,950 and a 6" gate valve at a cost of \$5,250.

On a motion by Todd MacBeth, seconded by Jim Beary, with all members voting in the affirmative, **IT WAS RESOLVED to F.** Approve use of \$13,995 from Building & Grounds to repair two (2) heat pumps, with the work to be performed by Epic Heating & Cooling.

On a motion by Donald Nair, seconded by Todd MacBeth, with all members voting in the affirmative, **IT WAS RESOLVED to G.** Authorize Traci Wildeson to accept and approve the lowest acceptable gas rate for Open Flow Energy.

On a motion by Jim Beary, seconded by Jill Foys, with all members voting in the affirmative, **IT WAS RESOLVED to H.** Approve the Riverview Intermediate Unit #6 Guest Teachers Consortium Board Resolution.

On a motion by Todd MacBeth, seconded by Braxton White, with all members voting in the affirmative, **IT WAS RESOLVED to I.** Approve Perkin's Stakeholders Committee list of members. *Jill Foys provided two additions to the title/descriptions of herself and another member. Also she said Tammy Dulaney is no longer at Clarion University and will be employed by the Northwest Commission.*

***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 boiler was repaired last week for \$21,000. The school paid \$2500 for our deductible, Traveler's Insurance paid for the balance of the repair.
- An update on enrollment for 2021-22: highest since 2009-2010. Currently 387 enrolled for next year. The morning session has only 6 open seats and the afternoon session currently has more open seats. We will be at 90% enrollment capacity. These numbers could change through normal transition at the start of the school year, but these are great projected enrollment numbers.
- The budget has not been through all the sending schools, but there are enough approval votes to proceed with publishing a public notice to review and submitting it to the state.
- The roof inspection was completed by Absolute Infrared. The technician did an excellent job and said the roof is holding up very well. He found three small pin holes

that will need repaired. This should be a minimal cost to complete this repair. He recommended the pavers for the walkways be replaced so as not to cause any damage to the roof. Also, the chimney will need repointed. The technician felt there should be at least five more years of life remaining on the roof. Traci will be reaching out to Firestone to extend the warranty now that the roof inspection yielded positive results.

- NOCTI testing results: definitely could see some drops in scores as opposed to previous years due to the shortened 19-20 school year and the extended remote learning times during this school year. Focus will be done in the next school year to improve the scores. Advanced: 43% Competent: 34% Basic: 24%.

*Superintendent of Record – Joseph Carrico*

- Dr. Carrico stated his thanks to Jill Foys who joined this month's superintendents meeting. The group had a healthy conversation. We have silos of greatness and need to get together to discuss and look at programming and the building needs.
- Traci continues to do a great job.

*Announcements*

- Committee: Facilities, Monday, 6/28/21, 6pm
- Regular JOC meeting for June, 2021: 6/28/21, 7pm

*Adjournment*

On a motion by Jill Foys seconded by Braxton White, with all members voting in the affirmative, **IT WAS RESOLVED** to adjourn the meeting at 7:51 p.m.

Respectfully submitted,

Linda Skelley  
J.O.C. Secretary