

**Clarion County Career Center
Joint Operating Committee
Minutes
October 22, 2018**

The regular meeting of the Clarion County Career Center Joint Operating Committee was called to order on October 22, 2018 at 7:00 p.m. by Terry Rush, Chairperson. Members present were: Jim Beary, Jill Foys, Hugh Henry, Susan Marron, Donald Nair, James Shaftic Terry Rush, Lee Stewart and Dwayne VanTassel. Members Todd Bauer, Linda Ferringer, Bob McGinnis, Roger Powell and Adam Vogle were absent.

Administration present were: Kirk Atwood, Director of Career and Technical Education and Linda Skelley, Board Secretary/Confidential Secretary. Steve Young, Superintendent of Record was unable to attend the meeting.

On a motion by Hugh Henry, seconded by Jill Foys with all members voting in the affirmative, **IT WAS RESOLVED** to approve the agenda of the October 22, 2018 meeting.

Public Comment Period:

No members of the public were present.

Minutes Approved:

On a motion by James Shaftic, seconded by Lee Stewart, with all members voting in the affirmative, **IT WAS RESOLVED** to approve the minutes of the September 24, 2018 meeting.

Financial Reports Approved:

On a motion by Lee Stewart, seconded by Jim Beary, with all members voting in the affirmative, **IT WAS RESOLVED** to approve the payment of the general fund bills for October, 2018, the Activity report for September, 2018 and the Treasurer's report for September, 2018.

Executive Session:

An executive session was held to discuss personnel issues.

Personnel:

On a motion by James Shaftic, seconded by Jill Foys, with all members voting in the affirmative, **IT WAS RESOLVED to item A.** Approve Michael Ross and Neil Bartoe as substitute custodians, effective 10/3/18. *The agenda was amended during the meeting to also approve Jerry Neiswonger as a substitute custodian, he was included in the motion and board vote above.*

Travel:

On a motion by Donald Nair, seconded by Lee Stewart, with all members voting in the affirmative, **IT WAS RESOLVED to A.** Approve Chris Richardson, Police Science Instructor, and chaperone Amy Zacherl, Instructional Aide, to accompany students to Foxburg on November 8, 2018 for Segway Security Patrol training; all cost will be paid for with Student Congress funds.

Policy

No policy items were presented.

Considerations:

On a motion by Jim Beary, seconded by James Shaftic, with all members voting in the affirmative, **IT WAS RESOLVED to A.** Approve the 17-18 Budget Transfers; **B.** Approve Adult Education, in collaboration with Guardian Eldercare, to facilitate a CNA (Certified Nursing Assistant) class to begin the week of November 5, 2018 for 4 weeks from 7:30 a.m. – 4:00 p.m. **C.** Approve “Coins for a Cure” school wide fundraiser to sell Daffins candy bars with the proceeds going to the Clarion Sunshine Project at the Clarion Hospital Cancer Center. **D.** Approve the clinical agreement between the Clarion County Career Center and Guardian Eldercare for Certified Nursing Assistant (CNA) training.

Old Business:

No old business was discussed.

Director of Technical Education Report – Kirk Atwood

Mr. Atwood reviewed the contents of his Director’s Report activities.

- Building and Grounds: Mr. Amos Rudolph, Architect, has completed his first walk through of the building and will be in this week to discuss his findings. Also, a bed

bug was located in the Allied Health program this afternoon. A OneCall Now automated message was sent to parents notifying them of the finding. We will be sending a letter home tomorrow with information related to bed bugs and what to do if you have them.

- Coins for a Cure: This year's Coins for a Cure drive is underway. Students have been selling candy bars and Mr. Flick made another donation towards our goal. There are also collection jugs in many of the programs.
- Grant Submissions: The Competitive Equipment Grant has been submitted. The PCCD Competitive Equipment Grant has been submitted.
- Additional Happenings: Pre-NOCTIs have been completed. Score reports were distributed to staff members this morning along with the Data Analysis from Todd Luke and Max Strategies. OACs were held on October 17th. Mr. Atwood and Mrs. Davis split the programs so that one member of administration was able to attend every meeting. We also distributed an OAC member survey to get feedback on the best way to handle these meetings. Minutes will be turned in by Nov. 2nd and an administrative response will be given as required by the Commonwealth. They will then be sent to the JOC for approval in November. Superintendents discussed changing their monthly PAC meeting from the third Monday of the month, to the third Friday. After further discussion a final decision will be made as to what day of the month the meeting will be held.

Mrs. Skelley mentioned to the board that the food items available were prepared by the Culinary Arts students who were selected as Finalists in The Derrick Creative Cookbook contest. Printed copies of the recipes were made available on the food table for the board members. Candy bars, which are being sold for "Coins for a Cure", were available for purchase in the front of the room. Also, an order form for pumpkin rolls for the Culinary Arts fundraiser was made available for board members to order.

Superintendent of Record – Steve Young

- Steve Young was not in attendance at the meeting.

Adjournment

On a motion by Donald Nair, seconded by Dwayne VanTassel, with all members voting in the affirmative, **IT WAS RESOLVED** to adjourn the meeting at 7:18 p.m.

Respectfully submitted,

Linda Skelley
J.O.C. Secretary