

**Clarion County Career Center
Joint Operating Committee
October 24, 2022 Minutes**

The regular meeting of the Clarion County Career Center Joint Operating Committee was called to order on October 24, 2022 at 7:00 p.m. by Jill Foys, Chairperson. Members present were: Jim Beary, Rick Best, Chris Boozer, Jill Foys, Todd MacBeth, Lisa Norbert (virtually on Zoom), Jeff Shirey, Gary Sproul, Jameen Stump (virtually on Zoom), and Dwayne VanTassel.

Corey Sherman, A-C Valley representative, has submitted his resignation from the JOC. A-C Valley has not provided another representative at this time. Rick Best is replacing North Clarion representative James Shaftic, who has resigned from the JOC. *Jill Foys requested to express our thanks and appreciation to Jim Shaftic for his time and efforts while serving on the Joint Operating Committee.*

Members absent: Mitchell Blose, Heidi Byers, and Braxton White.

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

Public Comment Period:

No members of the public were present.

Committee Reports:

No committee meeting was held prior to the regular meeting.

Agenda:

On a motion by Chris Boozer seconded by Todd MacBeth with all members voting in the affirmative, **IT WAS RESOLVED** to approve the agenda of the October 24, 2022 meeting.

Minutes Approved:

On a motion by Jim Beary seconded by Todd MacBeth, with all members voting in the affirmative, **IT WAS RESOLVED** to approve the minutes, with revision, of the September 26, 2022 regular meeting.

Financial Reports Approved:

On a motion by Dwayne VanTassel, 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, 2022, the Activity report for October, 2022 and the Treasurer's report for September, 2022.

Executive Session:

On a motion by Dwayne VanTassel, seconded by Todd MacBeth, with all members voting in the affirmative, **IT WAS RESOLVED** to enter into Executive Session to discuss Legal items.

Other/New Business:

No Other or New Business items were presented.

Personnel:

No Personnel items were presented.

Travel:

On a motion by Todd MacBeth, seconded by Jim Beary, with all members voting in the affirmative, **IT WAS RESOLVED to A.** Approve Traci Wildeson to attend the Integrated Learning Conference on November 2-3, 2022 at the Penn Stater Conference Center, at an approximate cost of \$520.

Policy

On a motion by Jim Beary, seconded by Dwayne VanTassel, with all members voting in the affirmative, **IT WAS RESOLVED to A.** Approve second reading of Policy 236.1 – Threat Assessment; **B.** second reading of Policy 805 – Emergency Preparedness and Response including Safe2Say Something procedures; **C.** second reading of Policy 805.2 – School Security Personnel.

Considerations:

On a motion by Todd MacBeth, seconded by Chris Boozer, with all members voting in the affirmative, **IT WAS RESOLVED to A.** Approve proposal bid from Hopper, Inc. for \$64,900 for the security system upgrade *contingent on receipt of the PCCD Safe Schools grant. Traci indicated there are some funds available from the ARP ESSER grant, if the PCCD Safe Schools grant is not approved.*

On a motion by Jim Beary, seconded by Todd MacBeth, with all members voting in the affirmative, **IT WAS RESOLVED to B.** Approve the supplemental equipment grant budget, as presented. *(Traci requested one item to purchase with this grant - an engine drive welder at a cost of \$7000. Traci has not been notified how much the grant award will be.)*

Old Business:

Traci provided an update to her discussions with Sitelogiq to replace ten of the HVAC units in the building, using ARP ESSER grant monies. Sitelogiq has agreed to replace the units at the original quoted price, as discussed at the last JOC meeting. Traci is to send the GESA contract to the school solicitor for review once Sitelogiq and Traci come to an agreement on which units are to be replaced, five are included, five are not, at this point so Traci will continue discussions with Sitelogiq. Shane Wolbert, Lead Maintenance, provided Traci with which ten units need replaced.

Director's Report – Traci Wildeson:

- Every two weeks she sends out a Director's Report to the JOC emails. She encouraged the members who may be experiencing issues with those emails, to let her know so she can assist them.
- Program updates: Construction students replaced four sections of sidewalk concrete at the school; Cosmetology students volunteered their time during ALF Kids Night and braided hair and put tinsel in hair for a donation, the money was added to the "Coins for a Cure" container; Culinary Arts had eight students participate in The Derrick's Creative Cookbook contest. A Clarion Area student placed third in the competition and won a \$100 gift card, seven other students were selected as Finalists in the contest and each of them won a \$10 prize. Finalists included students from Union (1); Clarion-Limestone (1); Redbank Valley (3) and Clarion Area (2).
- Open House is November 3, 2022 and all are welcome to attend. Paula Davis is conducting assemblies at the home schools for all the ninth-grade students. Students are being invited to the Open House event and then a ninth-grade tour day will be held at the Career Center on November 22nd.
- Traci encouraged any of the JOC members who are interested to see the good things our students are learning to schedule a time during the school day, if their schedules permit, to visit and tour the programs while the students are here and "in action".
- Kronospan – Traci was able to win a Kronospan Skill-Ed International grant. We were the only career & tech school in the entire United States to win that grant for approximately \$3700 for a masonry saw. Traci is working to get Euro currency changed into American dollars, due to Kronospan being a German company.
- We may be getting another grant through TC Energy for \$12,000. They continue to ask for further information, which Traci is providing them. This grant money would be used to purchase a car for the Automotive program.

- Buildings & Grounds: the preventative maintenance approved at last month's meeting started today with Rabe. He is checking all the units in the building and getting serial numbers and unit information.
- 3M window film installation: Traci had to put a stop to the final part of the installation of securing the film on the window glass at the front entrance. The product being used was not satisfactory. The company is switching gears and plans to use a different method to secure the film, at no charge to the school.
- Cooperative Education has thirteen students out on Co-op, with two additional students going out in November. This will be the first time we have Co-op students going out to Clarion Hospital/Butler Health Systems and we are excited about that. Bridget O'Brien is doing a great job going out and talking with the local employers. One of her conversations has led to a local employer being willing to donate cars to the Automotive program.
- Traci will be participating in a Chapter 339 review as one of the 339 reviewers at Jeff Tech with PDE, at the end of November/beginning of December.
- Butler County Community College Meeting: Traci will be meeting with BC3 about them using space here at the Career Center for a Mechatronics program. Further details will be provided in upcoming Director's reports and JOC meetings.
- Culinary just submitted a request to take the students to Westmoreland County Community College to visit the campus and see a couple demonstrations. WCCC just provided a date, which did not allow enough time to get it on tonight's agenda. WCCC will reimburse the Career Center with the approximate \$600 cost of the trip. It will be on next month's agenda as a retroactive approval for the trip.
- Traci's initiatives for the year: Traci discussed at the superintendent's meeting her goals for this year which include improving our NOCTI scores; having a curriculum instruction review team coming in to look at our curriculum to prepare us for our 339 Review which will be next year; working on attendance and improving the attendance of our students; non-traditional enrollment – working on increasing the non-trad enrollment; construction of the female locker room; starting an ambassador or mentor program for our students and run by students; looking at the strategic committee for new programs or expansion of programs; and increasing the community awareness of the Career Center.

Jill Foys expressed her thanks to Traci for scheduling North Clarion's November work session to be held at the Career Center. Culinary will be preparing dinner for the North Clarion group. Some of the other sending schools have held or will be holding one of their meetings here. Jill states this allows the members to visit the school and gain a better understanding of what we do here.

Gary Sproul inquired if there is an altercation on a bus on the trip to the Career Center, is it the Career Center administration to take care of that or does the sending school? Traci stated, if it happens on the bus, she is called out to the bus and she starts the investigation and interviews. It ultimately is turned over to the sending school, because transportation belongs to them. Traci stated she does not just turn it over to the sending schools, she does a lot of the 'leg work' first, after interviews, assessment by the nurse and determining if a student should be sent home. Traci provides the sending school with the results of the interviews/investigation.

Traci also mentioned the "Coins for a Cure" goal is close to being met by the students, so she will be meeting the challenge voted on by the students. She expressed her excitement at being able to return to this type of fun activity for the students and to reward them for their efforts at raising money for the Cancer Center.

Gary Sproul also expressed he hopes the Career Center is happy with using Sitelogiq. He stated Clarion-Limestone is very happy and pleased with the work they have done there and they are looking forward to phase 2 of their project.

Linda Maze Skelley, JOC Board Secretary, announced to the group the option of ordering pumpkin rolls from the Culinary Arts students at \$9/each. The order form was made available to the group.

Superintendent of Record – Joseph Carrico

- Dr. Carrico stated the federal government announced today they are releasing several million dollars in labor & industry grants. It has to be through an apprenticeship program and we will look at the partnership Traci is doing with BC3 and also the German American Chamber model – is there a way we can partner with them.
- Another meeting with the GACC (German American Chamber) will be held on November 2nd and Traci has been invited to attend.
- Dr. Carrico also reminded the group that it is time to start looking at and talking with Traci about her contract, which expires in June, 2023.

Announcements

- Committee: Facilities/Buildings & Grounds, 11/22/22, 6pm
- Regular JOC meeting for November, 2022: ~~11/2/22~~, corrected to 11/22/22, 7pm

Adjournment

On a motion by Dwayne VanTassel seconded by Todd MacBeth, with all members voting in the affirmative, **IT WAS RESOLVED** to adjourn the meeting at 7:42 p.m.

Respectfully submitted,

Linda Maze Skelley
J.O.C. Secretary