

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

The regular meeting of the Clarion County Career Center Joint Operating Committee was called to order on February 24, 2021 at 7:01 p.m. by Joseph Billotte, Chairperson. (The regularly scheduled meeting on Monday, February 22, 2021 was cancelled due to internet connectivity issues and rescheduled to Wednesday, February 24, 2021.) Donald Nair arrived at 7:04 p.m. after roll call but before any voting occurred.

Members present and in-person were: Jim Beary, Joseph Billotte, Donald Nair and Dwayne VanTassel.

Members present and attending virtually via Zoom were: Linda Ferringer, Jill Foys, Todd MacBeth, Corey Sherman, Jameen Stump and Braxton White.

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

Administration present and in-person were: Traci Wildeson, Director and Linda Skelley, Board Secretary/Confidential Secretary. Joseph Carrico, Superintendent of Record was unable to attend the meeting. (IT support for Zoom was provided in-person by Walt Slywczuk, Computer Networking Instructor.)

Public Comment Period:

No public was present.

Committee Reports:

Building and Grounds/Facilities committee meeting minutes were presented by Traci Wildeson.

Agenda:

On a motion by Todd MacBeth, seconded by Donald Nair with all members voting in the affirmative, **IT WAS RESOLVED** to approve the agenda of the February 24, 2021 meeting with the amendment of changing item B. under Personnel from "increase of substitute pay to \$100/hr." to "\$100/day".

Minutes Approved:

On a motion by Donald Nair, seconded by Jim Beary, with all members voting in the affirmative, **IT WAS RESOLVED** to approve the minutes of the January 25, 2021 regular meeting.

Financial Reports Approved:

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

Other Business:

No Other Business was discussed.

Executive Session:

Personnel items were discussed during Executive Session.

Personnel:

On a motion by Jim Beary, seconded by Jill Foys, with all members voting in the affirmative, **IT WAS RESOLVED to A.** Approve Kristen Smathers, Brittany Matlock and Patricia Bell to be added to the IU6 Guest Teacher list for the 2020-2021 school year.

On a motion by Todd MacBeth, seconded by Jim Beary, with all members voting in the affirmative, **IT WAS RESOLVED to B.** Approve increase of substitute pay to \$100/day.

On a motion by Jim Beary, seconded by Donald Nair, with all members voting in the affirmative, **IT WAS RESOLVED to C.** Approve hiring Carl Kahle for the full time Custodial/Maintenance position, at a rate of \$12.75/hr., with an increase of \$.25/hr. after 90 days probation, pending receipt of all clearances.

On a motion by Jim Beary, seconded by Braxton White, with members J. Beary, L. Ferringer, T. MacBeth, D. Nair, C. Sherman, J. Stump, D. VanTassel, B. White voting in the affirmative, and members J. Foys and J. Billotte voting in the negative, **IT WAS RESOLVED to D.** Approve MOU (Memorandum of Understanding) for a sick day bank for employee #001 (transfer of sick days from members of the Clarion County Career Center Educational Association).

Travel:

No travel items were presented.

Policy

No policy items were presented.

Considerations:

On a motion by Jill Foys, seconded by Jim Beary, with all members voting in the affirmative, **IT WAS RESOLVED to A.** Approve Linda Skelley as the Joint Operating Committee Board Secretary for a term of four years, February, 2021 through December, 2024, with an annual stipend of \$2,000.

On a motion by Donald Nair, seconded by Corey Sherman, with member C. Sherman voting in the affirmative, and members J. Beary, L. Ferringer, J. Foys, T. MacBeth, D. Nair, J. Stump, D. VanTassel, B. White and J. Billotte voting in the negative, **MOTION FAILED to B.** Approval to waive NOCTI testing for the 2021 graduating class.

On a motion by Donald Nair, seconded by Jim Beary, with all members voting in the affirmative, **IT WAS RESOLVED to C.** Permission to use \$12,500 of the modular home funds to build sheds in Construction Technology during the 2020-21 school 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.
- PA Inspection class starting on Monday filled with ten of current senior students. There is one adult student and trying to fill one more additional adult seat.
- Cindy Nellis from Clarion University Small Business Development Center – meeting scheduled with her to discuss an entrepreneur program she is trying to involve the school in. They would come in and talk with students about how to build a business.
- ICTC PN Program – unofficially approved through the state. Dr. Rupert is waiting for the official approval letter and then she will start to advertise PN classes. She is coming to the Career Center on Monday. Hopefully a class will be able to start in the spring.
- Recruitment: different process this year since we could not hold in-person Open House or 9th grade tours this year. We have received over 90 applications for new students for next year, which is where we were at this time last year. Mrs. Wildeson gave credit to staff that did Zoom meeting tours for 9th grade students and parents, Paula Davis has done multiple Zoom meetings with 9th graders from the various sending schools, Linda Skelley revised and updated program flyers, virtual tour information, letter and procedures on how to complete the online application. Credit to all staff involved for the success we have seen thus far.
- Capital improvement fund – still working on this and will keep the board updated.
- Funding is coming to Career and Tech through Bill SB109 (based on subsidy money). Jill Foys alerted Traci of the funds and will be forwarding her some further information. Traci will need further guidelines when the funds are released as to how they can be used. *(Jill Foys suggested the group consider using some of these funds to hire a consultant to do the Strategic Plan and encouraged the group to consider this option.)*
- IT Managed Services RFP: is currently being advertised and four companies have received the packet.
- Committees: the chairperson was always on each of the committees. This will need to be discussed and members approved again at the next meeting due to the change in chairpersons.
- Traci told the group she appreciates their support of her and the school.

Superintendent of Record – Joseph Carrico

- Dr. Carrico was not in attendance.

Announcements

- Committee: Finance , 3/22/21, 6pm
- Regular JOC meeting for March: Monday, 3/22/21, 7pm
- Committee: Strategic Planning, Monday, 4/26/21, 6pm
- Regular JOC meeting for April, 2021: 4/26/21, 7pm

Adjournment

On a motion by Dwayne VanTassel seconded by Braxton White, with all members voting in the affirmative, **IT WAS RESOLVED** to adjourn the meeting at 8:11 p.m.

Respectfully submitted,

Linda Skelley
J.O.C. Secretary