

**Clarion County Career Center
Joint Operating Committee
July 28, 2025 Minutes**

The regular meeting of the Clarion County Career Center Joint Operating Committee was called to order on July 28, 2025 at 7:00 p.m. by Todd MacBeth, Chairperson.

Members present were: Rick Best, Heidi Byers, Lianna Empfield, Kevin Johnson, David Lewis, Chris Mogus, Erica Niznik, Jeffrey Powell, Abby Simcheck, Gary Sproul, Todd MacBeth and Terry Sweeney.

Members absent: Brady Feicht and Jason McMillen

Administration present were: Traci Wildeson, Director, Michael Hall, Superintendent of Record and Carol Bell, Board Secretary/Confidential Administrative Assistant.

Community members present: None

Public Comment Period:

No public comments were made.

Committee Reports:

No report given.

Agenda:

On a motion by Terry Sweeney seconded by Kevin Johnson with all members voting in the affirmative, **IT WAS RESOLVED** to approve the agenda of the July 28, 2025 meeting.

Minutes Approved:

On a motion by Kevin Johnson to correct the minutes, seconded by Chris Mogus with all members voting in affirmative, **IT WAS RESOLVED** to approve the minutes of the June 23, 2025.

Financial Reports Approved:

On a motion by Terry Sweeney, seconded by Kevin Johnson, with all members voting in the affirmative, **IT WAS RESOLVED** to approve the payment of the General Fund bills for July 2025, the Activity report for June 2025, the Treasurer's report for June 2025, and Student Activities Account Summary for June 2025.

Other/New Business:

None

Executive Session:

On a motion by Kevin Johnson, seconded by Chris Mogus, with all members voting in the affirmative, **IT WAS RESOLVED** to enter into Executive Session to discuss Personnel items 7:02 pm.

On a motion by Kevin Johnson, seconded by Gary Sproul, with all members voting in the affirmative, **IT WAS RESOLVED** to exit the Executive Session to discuss Personnel items at 7:14 pm.

Personnel:

On a motion by Terry Sweeney, seconded by Kevin Johnson, with all members voting in the affirmative, **IT WAS RESOLVED** to approve **A.** hiring Zachary Tancrell as the part-time custodian at an hourly rate of \$13.50, pending receipt of all clearances. There are no benefits with this position.; **B.** hiring Ryan Munoz as the Welding &

Fabrication instructor at CT1 Step 4, starting August 18, 2025, pending receipt of all clearances.; **C.** hiring Angela Redmond as a full-time instructional aide at an hourly rate of \$13.50 starting August 18, 2025, pending receipt of all clearances. **D.** hiring Patti Schultheis as long-term Allied Health Instructor substitute at an hourly rate of \$40/hr starting August 18, 2025, pending receipt of all clearances. **E.** hiring Shane Wolbert as the full-time Building & Grounds Supervisor at an annual salary of \$45,000 effective August 1, 2025.; **G.** FMLA for employee #0924 for approximately three (3) months beginning August 22, 2025.

On a motion by Kevin Johnson, seconded Jeffrey Powell, with all members voting in the affirmative, **IT WAS RESOLVED** to approve **F.** the Building & Grounds Supervisor compensation plan with amendment to the agreement, performance increase will be given with rating above satisfactory.

Travel:

None

Policy

On a motion by Kevin Johnson, seconded by David Lewis, with all members voting in the affirmative, **IT WAS RESOLVED** to approve A. first reading of Policy #805.3 Use of Force; B second reading of Policy #323 Tobacco & Vaping Products; C. second reading of Policy #324 Personnel Files; D. second reading of Policy #325 Dress and Grooming; E. second reading of Policy #326 Complaint Process; F. second reading of Policy #328 Compensation Plans/Salary Schedules; G. second reading of Policy #330 Overtime.

Considerations:

On a motion by Kevin Johnson, seconded by Chris Mogus, with all members voting in the affirmative, **IT WAS RESOLVED** to approve Networking Technologies server warranty renewal for one year at a cost of \$3,788.56.

Old Business:

None

Director's Report – Traci Wildeson:

- Hiring 4 staff
 - All positions filled
- 25 -26 enrollment – 379 students (185 AM session & 194 PM session)
- Building & Grounds
 - Roof Replacement Project
 - Flood coat and gravel expected to begin this week.
 - Metal finishers are almost finished have metal extenders and trim on perimeter of entire school
 - HVAC Replacement
 - Finished today with all units checked for proper functioning
 - WF Coil Replacement
 - Coil replaced
 - Summer cleaning/new school year preparation is underway
 - Computer Networking
 - Dual enrollment with LindenPoint Cybersecurity
 - Six students enrolled

- Three transferrable college credits and one industry certification available each year of Junior and Senior year
 - CompTIA Network + and Security +
- \$600/student paid for using Perkin 25/26 funds
- Program Highlights
 - Cooperative Education
 - Five students continuing co-op over the summer
 - Nolf Auto, Griebel Dairy Farm, Penn Separator, PennDOT Shipperville

Superintendent of Record – Michael Hall

- Summer cleaning going well and on track
- Federal government released remainder Title funding last week
- State budget – is still not done. Pay attention to the Cyber/Charter funding reform. Continue to contact legislators and let them know it is necessary. Majority of the schools – 97% student population attend in person instruction, not cyber/charter.
 - Local schools have approached legislators to address the cyber funding reform
 - Josh Bashline will be attending PAC meeting September 12, 2025 at the Career Center
- PSBA now has a mobile lab that can be signed out, which offers training exercises for Safety and Security scenarios.

Announcements

- Committee: Strategic Planning, **Monday 8/25/25**
- Regular JOC meeting for August, 2025 **Monday 8/25/25, 7pm**

Adjournment

On a motion by Terry Sweeney seconded by Kevin Johnson, with all members voting in the affirmative, **IT WAS RESOLVED** to move into an executive session followed by adjournment at 7:26 p.m.

Respectfully submitted,

Carol Bell
J.O.C. Secretary