

**Clarion County Career Center
Joint Operating Committee
March 22, 2021 Minutes**

The regular meeting of the Clarion County Career Center Joint Operating Committee was called to order on March 22, 2021 at 7:03 p.m. by Joseph Billotte, Chairperson. Members present and in-person were: Jim Beary, Joseph Billotte, Todd MacBeth, Donald Nair, Tressa Smith and Braxton White.

Members present and attending virtually via Zoom were: John Creese, Linda Ferringer, Jill Foys, Corey Sherman and Jameen Stump.

Members absent: Corry Bish, James Shaftic and Dwayne VanTassel.

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

Public Comment Period:

No public was present.

Committee Reports:

Finance committee meeting recap was presented by Traci Wildeson.

Agenda:

On a motion by Donald Nair, seconded by Todd MacBeth with all members voting in the affirmative, **IT WAS RESOLVED** to approve the agenda of the March 22, 2021 meeting.

Minutes Approved:

On a motion by Jim Beary, seconded by Jill Foys, with all members voting in the affirmative, **IT WAS RESOLVED** to approve the minutes of the February 22, 2021 regular meeting.

Financial Reports Approved:

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

Other Business:

No Other Business was discussed.

Executive Session:

Personnel items were discussed during Executive Session.

Personnel:

On a motion by Todd MacBeth, seconded by Braxton White, with all members voting in the affirmative, **IT WAS RESOLVED to A.** Approve changing Chris Reichard, from part-time Custodian to the substitute list for the remainder of 2020-21 school year, effective 3/26/21.

On a motion by Braxton White, seconded by Jill Foys, with all members voting in the affirmative, **IT WAS RESOLVED to B.** Permission to advertise (retroactively) for a part-time Custodian.

On a motion by Donald Nair, seconded by Todd MacBeth, with all members voting in the affirmative, **IT WAS RESOLVED to C.** Approve Traci Wildeson to hire a new part-time Custodian, at \$11.25/hr. with no benefits, with an increase of \$.25/hr. after 90 days probation, pending receipt of all clearances.

On a motion by Donald Nair, seconded by Jim Beary, with all members voting in the affirmative, **IT WAS RESOLVED to D.** Approve Danielle Reiser to be added to the substitute list for Welding, for the remainder of the 2020-21 school year.

Travel:

No travel items were presented.

Policy

No policy items were presented.

Considerations:

On a motion by Jill Foys, seconded by Todd MacBeth, with all members voting in the affirmative, **IT WAS RESOLVED to A.** *Postponed* the vote on the selection/approval of the RFP for IT Managed Services bids, to the April 26, 2021 JOC meeting to allow further review of the information.

On a motion by Jim Beary, seconded by Braxton White, with all members voting in the affirmative, **IT WAS RESOLVED to B.** Approve the 2021-2022 school calendar.

On a motion by Donald Nair, seconded by Todd MacBeth, with all members voting in the affirmative, **IT WAS RESOLVED to C.** Approve hiring an architect to provide information on a secure visitor entrance.

On a motion by Jim Beary, seconded by Jill Foys, with all members voting in the affirmative, **IT WAS RESOLVED to D.** Approve adding Joseph Billotte to the Facilities/Buildings & Grounds and Finance committees; **E.** Approve removing Braxton White from the Finance and Personnel committees.

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.
- ICTC will hopefully be starting a part-time Practical Nursing class in June, with an estimated goal of 15-20 students. There will be an in-person Open House held on April 12, 2021, following all COVID-19 mitigation rules. The CCCC website and Facebook page have posted information announcing the PN program by ICTC.
- National Technical Honor Society induction was to take place this week. It was postponed to hopefully get to a point where an in-person induction ceremony can be held. It will depend on the number of students being inducted and the school's ability to follow mitigation guidelines. If this is not possible, we will revert to a virtual presentation.
- The Senior Recognition program for 2021 seniors will be held in-person. Keystone High School has graciously allowed the Career Center to use their athletic field and bleachers to conduct the program outdoors. The scheduled date is May 18th, with a rain date of May 20th. We are grateful and appreciate Keystone allowing this event to occur on their field. Traci stated that Mr. Wagner, Mr. Irwin and Mr. Gavin have been wonderful in this process. (*Todd MacBeth voiced his thanks to Keystone for allowing the Career Center to hold this event.*)
- Clarion University's Small Business Development Center (SBDC) is seeking grant funding for an Entrepreneurial program where they would come in once a month and talk with students who are interested in starting their own business. The program would provide the students with information on getting loans and financing. Traci is supplying some supporting documentation for this grant effort.
- Traci provided the members an update on the student grades and the difficulty some students had with remote learning, which every sending school had during the remote learning segment of the school year. Twenty-six (26) students are in danger of not passing for the year (which also included students with a current grade of a D). Traci created a student contract which had to be signed by the student, Instructor, Traci and a copy was sent home to alert the parent/guardians. The home schools are also aware of who these students are. Hopefully seeing this information in writing will be a 'wake-up call' to the students to catch up on the assignments from the second nine weeks, which is where the problem started while the students were on remote learning.

Superintendent of Record – Joseph Carrico

- Dr. Carrico stated that he offered his support for Traci and Tina for their work on the budget. Traci took a good leadership role in both contracts being negotiated this year. All three of these processed have gone smoothly. He thanked her for the leadership role she has taken.

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Announcements

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

Adjournment

On a motion by Donald Nair seconded by Braxton White, with all members voting in the affirmative, **IT WAS RESOLVED** to adjourn the meeting at 7:49 p.m.

Respectfully submitted,

Linda Skelley
J.O.C. Secretary