

Clarion County Career Center
Joint Operating Committee
December 20, 2022 Minutes

The regular meeting of the Clarion County Career Center Joint Operating Committee was called to order on December 20, 2022 at 7:09 p.m. by Jill Foys, Chairperson. Members present were: Chris Boozer, Heidi Byers, Brady Feicht, Jill Foys, Todd MacBeth, Gary Sproul, Jameen Stump, and Dwayne VanTassel.

Members absent: Jim Beary, Rick Best, Mitchell Blose, Dave Estadt, Lisa Norbert, and Jeff Shirey.

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

Public Comment Period:

Ryan Pugh from The Clarion News was in attendance. No public comments were presented.

Committee Reports:

The Finance committee meeting was cancelled. No committee reports were presented.

Agenda:

On a motion by Dwayne VanTassel seconded by Jameen Stump with all members voting in the affirmative, **IT WAS RESOLVED** to approve the agenda of the December 20, 2022 meeting.

Minutes Approved:

On a motion by Gary Sproul seconded by Jameen Stump, with all members voting in the affirmative, **IT WAS RESOLVED** to approve the minutes of the November 22, 2022 regular meeting.

Financial Reports Approved:

On a motion by Dwayne VanTassel, seconded by Todd MacBeth, with all members voting in the affirmative, **IT WAS RESOLVED** to approve the payment of the General Fund bills for December, 2022, the Activity report for December, 2022 and the Treasurer's report for November, 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.

Personnel:

On a motion by Jameen Stump, seconded by Todd MacBeth, with all members voting in the affirmative, **IT WAS RESOLVED** to approve Kelly Flick as an Adult Education Instructor at a rate of \$26/hour.

On a motion by Jameen Stump, seconded by Todd MacBeth, with all members voting in the affirmative, **IT WAS RESOLVED** to approve FMLA for Employee #1525 from February 13, 2023 through May 13, 2023.

Other/New Business:

No Other or New Business items were presented.

Travel:

On a motion by Jameen Stump, seconded by Brady Feicht, with all members voting in the affirmative, **IT WAS RESOLVED** to A. Approve Randy Shook, SkillsUSA Advisor, Bridget O'Brien, Paula Davis and Brandy Girt to chaperone eighteen (18) students to the PA SkillsUSA District X competition on January 13, 2023 to New Castle School of Trades and Lawrence County CTC, at an approximate cost of \$800. This will be paid through general funds; and B. Approve Jeff Courson and Bridget O'Brien to chaperone one (1) Welding student to the PA SkillsUSA

District X competition on January 10, 2023 at the Steamfitters Union in Harmony, PA at an approximate cost of \$50. This will be paid through general funds.

Policy

No Policy items were presented.

Considerations:

On a motion by Dwayne VanTassel, seconded by Todd MacBeth, with all members voting in the affirmative, IT **WAS RESOLVED to A.** Approve advertising an RFP for contracted IT services for the 2023/2024 school year.

Old Business:

No Old Business was discussed.

Director's Report – Traci Wildeson:

- Traci placed copies of the Director's report on the back table for the group.
- Mental Health/School Safety grant – still waiting on final approval
- Traci participated in the Chapter 339 review as one of the reviewers at Jeff Tech with PDE. The knowledge and experience proved helpful to prepare for the Career Center's 339 review next year.
- Traci met with Amos Rudolph, Architect and Kevin from Meadville Plate and Glass about the reattachment system. They took out three sections and redid them. Traci still not find these areas acceptable with this product, so continued discussions on a resolution are needed.
- Whalen Construction has had to come back and determine why the HVAC unit in the new security vestibule is not working. The air conditioning worked during the summer, but the unit is not providing heat.
- The school's 1976 truck, which is used for plowing, had broken springs when it was pulled out to be used. The Automotive and Welding students were able to fix it. The Auto student put new springs on and the Welding students welded new brackets. It was a great hands-on learning experience with the school using our resources for the repair. The school now has a functioning plow. Mike Fagley from Clarion Area assisted Traci in getting some help from Hager Paving for one day of salting at the beginning of the week.
- Practical Nursing building – Traci has had two meetings with the representatives from Clarion Psych to look at the building with the intention of leasing/renting the building for a partial program for students.
- Traci commended the students on some of their great efforts: Auto & Welding for the repair of the plow truck; Ten Culinary Arts students participated in PA ProStart's Mystery Box Challenge and they won first place and \$500; the Community Outreach group asked for donations from the staff and are using the funds towards a "Gifts for Grands" project to provide a gift bag to the elderly residents of local assisted living facilities. Construction students made wood cutouts of a stocking, tree and snowmen and Allied Health, Police Science and Cosmetology students painted the wood projects which will be placed in the gift bags. The shop officers helped in putting the gift bags together.
- Adult Ed. is working to schedule PA Inspection, Heartsaver CPR, and EMT classes. There continues to be one Primetime adult student in Cosmetology during the daytime.
- Cooperative Education has nineteen (19) students out on Co-op, with four (4) Allied Health students who should be placed soon.
- The Career Center continues to host some of the sending school board meetings (Keystone, Union and Clarion Area) in the upcoming months.
- Traci wished the group a Merry Christmas and Happy New Year. She also expressed her gratitude for all the board members do to support the students and the school.

Superintendent of Record – Joseph Carrico

- Dr. Carrico also concurred with Mrs. Wildeson. He also told the group that Clarion Area has established a Tech Center honor wall at the high school to recognize the achievements and awards earned by the CA students at the Career Center.
- Dr. Carrico also wished the group a good holiday.

Jill Foys informed the group that she was selected to be a part of the Governor-elect's transition team for economic development. She stated that anytime we can include economic development, workforce development and education, we will do that.

Todd MacBeth mentioned that he has been working with the Welding shop on a project for a local businessman. He stated what a nice shop area Mr. Courson is running at the school. While observing, Mr. MacBeth noted how the students came into the shop and got right to work.

Traci added one more item. Dr. Lee Burket, head of Career & Tech Ed. at PDE sent out a reminder that under school code every high school student should have a CTC made available to them and that the student should have any program they are interested in made available to them. One of the superintendents questioned why Dr. Burket would send out this out because it is not a new school code. Traci can only gather that someone did not follow that school code and didn't allow a student to come to a CTC or they wanted a program and they did not get them to where that program was. This was the only thing Traci suspected was behind the reminder, but she was not sure. Traci indicated that any of the board members who would want to see the reminder notice to let her know and she will forward them a copy.

Jill Foys also wished everyone a Merry Christmas and a wonderful holiday.

Announcements

- Committee: Personnel (if needed), 1/23/23, 6pm
- Regular JOC meeting for January, 2023: 1/23/23, 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 7:58 p.m.

Respectfully submitted,

Linda Maze Skelley
J.O.C. Secretary