

**Clarion County Career Center
Joint Operating Committee
Minutes
January 22, 2018**

The regular meeting of the Clarion County Career Center Joint Operating Committee was called to order on January 22, 2018 at 7:00 p.m. by Terry Rush, Chairperson. Members present were: Jim Beary, Jill Foys, Hugh Henry, Bob McGinnis, Roger Powell, Terry Rush, Dwayne VanTassel and Adam Vogle. Members Todd Bauer, Linda Ferringer, William Reddinger, James Shaftic, Lee Stewart and Jameen Stump and were absent.

Administration present were: Kirk Atwood, Director of Career and Technical Education, Steve Young, Superintendent of Record and Linda Skelley, Board Secretary/Confidential Secretary.

On a motion by Jill Foys, seconded by Bob McGinnis with all members voting in the affirmative, **IT WAS RESOLVED** to approve the agenda of the January 22, 2018 meeting.

Public Comment Period:

No members of the public were present.

Minutes Approved:

On a motion by Jim Beary, seconded by Bob McGinnis, with all members voting in the affirmative, **IT WAS RESOLVED** to approve the minutes of the December 19, 2017 meeting.

Financial Reports Approved:

On a motion by Bob McGinnis, seconded by Jim Beary, with all members voting in the affirmative, **IT WAS RESOLVED** to approve the payment of the general fund bills for January, 2018, the Activity report for December, 2017 and the Treasurer's report for December, 2017.

Executive Session:

An executive session was held to discuss personnel issues.

Personnel:

On a motion by Jim Beary, seconded by Dwayne VanTassel, with all members voting in the affirmative, **IT WAS RESOLVED** to approve hiring Autumn Rapp as an Adult Education EMT Instructional Assistant at a pay rate of \$12/hr.

Travel:

On a motion by Bob McGinnis, seconded by Jill Foys, with all members voting in the affirmative, **IT WAS RESOLVED** to **A.** approve Troy Geer, Automotive Technology Long-term substitute Instructor and two students to attend the second portion of the Automotive Technology Competition at Community College of Allegheny County in Oakdale on February 21, 2018. The school van will be used for the trip. The cost for meals will be approximately \$40; **B.** approve Troy Geer, Automotive Technology Long-term substitute Instructor and an Instructional Aide to accompany approximately 41 students to Student Career Day at AutoRama World of Wheels in Pittsburgh, on February 16, 2018 at an approximate cost of \$750. General Fund will pay ½ the cost of a school bus, which is \$375 and Student Congress will pay the balance of the field trip cost; **C.** approve Randy Shook, SkillsUSA Advisor and Bridget O'Brien, Cosmetology Instructor to accompany two students to the PA State SkillsUSA Leadership Conference in Hershey, PA on April 18-21, 2018 at an approximate cost of \$2,035; **D.** approve Terry Clark, Diesel Instructor and Kelly Schrecengost, Instructional Aide and a nurse if necessary, to accompany approximately 33 students to Cummins, Inc., in Lakewood, NY on April 23, 2018. The cost of a coach bus is approximately \$950. The Career Center will pay approximately \$250.00 and the balance will be paid through Student Congress.

Mr. Rush questioned if a nurse would be needed for item B. Automotive trip to Pittsburgh. Mr. Atwood stated that a nurse would not be necessary because the only health concern is regarding a student's allergies and Mr. Geer has completed the Epi-pen training and will be carrying an Epi-pen on the field trip.

Policy

On a motion by Bob McGinnis, seconded by Jim Beary, with all members voting in the affirmative, **IT WAS RESOLVED** to conduct first reading of policy 823 – Naloxone.

Considerations:

On a motion by Bob McGinnis, seconded by Dwayne VanTassel, with all members voting in the affirmative, **IT WAS RESOLVED** to approve the purchase of a Megatech Series 2000

Lighting System Trainer, at an approximate cost of \$3400.00, using funds from the supplemental equipment grant; approve the 2016-2017 audit report prepared by Brooks & Rhoads as presented; approve "Parent Night" for March 15, 2018 at 5:30pm; approve nine (9) stick welders to be declared as excess equipment to be disposed of according to policy.

Mr. VanTassel requested that the serial numbers for the stick welders be documented for future tracking of these pieces of equipment. Mr. Hoover (Welding Instructor) supplied the serial numbers to the business office on 1/24/18. They are as follows:

U1110504331
U1110504330
U1101202218
C1030400232
U1101110213
U1160100412
U1070517518
U1101202219
U1160101320

Old Business:

No old business was discussed.

Director of Technical Education Report – Kirk Atwood

Mr. Atwood reviewed the contents of his Director's Report activities.

- Completed formal observation of Brent Schlosser/Computer Networking
 - Mr. Schlosser was teaching Disk Fragmentation and Cleanup to his first year students. Excellent use of technology and clear grasp of content. Students were engaged and clearly learned based on the defined objectives of the lesson.
- Participated in Google Hangout with Directors from Western PA CTCs
- Met with Guardian Eldercare about potential changes to CNA program
- Heating & Air-Conditioning unit is deteriorating with replacement parts becoming difficult to locate.
 - Blooms and Bradigans to provide some solid numbers on updating system
- Salt spreader has finally stopped working. Options are being explored for repair, if possible.
 - Seigworth Road Supply looked at the spreader and is to get back to us on repair/replacement
- 15 students participated in the District 10 SkillsUSA competitions in Harmony on January 8th and New Castle School of Trades on January 12th
 - Two third place bronze medal winners: Chase Parrish (North Clarion) Automotive and Jonathan Sherwin (A-C Valley) Welding

- Second place silver medal winner: Autumn Rapp (Keystone) Police Science for First Aid/CPR
- Two First place gold medal winners: Taylor Cooper (A-C Valley) Cosmetology and Joshua Gagne (Clarion-Limestone) Computer Networking for Information Technology Service
- Gold medal winners (Taylor & Josh) can now move forward to the state level competitions in April
- Application for competitive equipment grant was submitted on 1/16/28 (Construction – Masonry equipment)
- 18-19 Budget is nearing completion and PAC (Superintendents) group will be meeting on Friday, 1/26 to review and discuss. (Their meeting was postponed due to weather delays on the normally scheduled day.)

Superintendent of Record – Steve Young

- Main topic of Friday's Superintendent's meeting will be reviewing the proposed budget and the 18-19 school calendar
- Mr. Young welcomed our newest board member, Adam Vogle

Mrs. Skelley commented that the small goody bag of candy was to express the Career Center's appreciation for the time and effort by the board members during the year. Also, a letter from Kelly Frey at WTAE in Pittsburgh was on display for the board members to see. A letter was sent to her after the "Coins for a Cure" effort in October. She responded by commending the students for their achievement in raising the funds for the Clarion Cancer Center. Copies of the letter were shared and put in each of the classrooms.

Adjournment

On a motion by Dwayne VanTassel, seconded by Jill Foys, with all members voting in the affirmative, **IT WAS RESOLVED** to adjourn the meeting at 7:30 p.m.

Respectfully submitted,

Linda Skelley
J.O.C. Secretary