

**Clarion County Career Center
Joint Operating Committee
January 23, 2023 Minutes**

The regular meeting of the Clarion County Career Center Joint Operating Committee was called to order on January 23, 2023 at 7:09 p.m. by Jill Foys, Chairperson. Members present were: Jim Beary, Rick Best, Chris Boozer, Heidi Byers, Brady Feicht, Jill Foys, Todd MacBeth, Lisa Norbert (virtual via Zoom), Jeff Shirey, Gary Sproul, Jameen Stump, and Dwayne VanTassel.

Members absent: Mitchell Blose and Dave Estadt.

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

Public Comment Period:

Ryan Pugh from The Clarion News was in attendance.

No public comments were presented.

Committee Reports:

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

Agenda:

On a motion by Todd MacBeth seconded by Gary Sproul with all members voting in the affirmative, **IT WAS RESOLVED** to approve the agenda of the January 23, 2023 meeting.

Minutes Approved:

On a motion by Jim Beary seconded by Rick Best, with all members voting in the affirmative, **IT WAS RESOLVED** to approve the minutes of the December 20, 2022 reorganizational and regular meetings.

Financial Reports Approved:

On a motion by Jim Beary, seconded by Brady Feicht, with all members voting in the affirmative, **IT WAS RESOLVED** to approve the payment of the General Fund bills for January, 2023, the Activity report for January, 2023 and the Treasurer's report for December, 2022.

Executive Session:

On a motion by Todd MacBeth, seconded by Brady Feicht, with all members voting in the affirmative, **IT WAS RESOLVED** to enter into Executive Session to discuss Personnel items.

Personnel:

On a motion by Todd MacBeth, seconded by Gary Sproul, with all members voting in the affirmative, **IT WAS RESOLVED to A.** Accept the resignation of Charlotte Susan Deitz, full-time Cosmetology Instructional Aide, effective February 1, 2023.

On a motion by Gary Sproul, seconded by Jim Beary, with all members voting in the affirmative, **IT WAS RESOLVED to B.** Approve Charlotte Susan Deitz continuing part-time employment, as the Cosmetology Instructional Aide, 2-3 days a week through February 28, 2023.

On a motion by Jim Beary, seconded by Todd MacBeth, with all members voting in the affirmative, **IT WAS RESOLVED to C.** Approve advertising for a full-time Cosmetology Instructional Aide, retroactively.

On a motion by Todd MacBeth, seconded by Jameen Stump, with members R. Best, C. Boozer, H. Byers, B. Feicht, T. MacBeth, L. Norbert, J. Shirey, G. Sproul, J. Stump, D. VanTassel and J. Foys voting in the affirmative, member J. Beary voting in the negative, **IT WAS RESOLVED to D.** Reinstate Brent Johnson as the Automotive Technology Instructor, per the Pennsylvania Commonwealth Court and Arbitrator's Opinion, with benefits, pending receipt of all clearances and completion of required professional development.

Other/New Business:

No Other or New Business items were presented.

Travel:

On a motion by Dwayne VanTassel, seconded by Gary Sproul, with all members voting in the affirmative, **IT WAS RESOLVED to A.** Approve Terry Clark, Rod Burkhardt and Brandy Girt to accompany forty (40) Diesel Technology students on a field trip to Cummins Engine Plant in Lakewood, NY on April 18, 2023, at an approximate cost of \$600.

On a motion by Dwayne VanTassel, seconded by Jim Beary, with all members voting in the affirmative, **IT WAS RESOLVED to B.** Approve Kelly Flick and Bridget O'Brien to accompany three (3) Allied Health Science students to HOSA State Competition March 28-31, 2023 to Valley Forge Event Center in King of Prussia, PA, at an approximate cost of \$2600.

Policy

On a motion by Todd MacBeth, seconded by Brady Feicht, with all members voting in the affirmative, **IT WAS RESOLVED to A. – E.** Approve the first reading of Policy 011-Principles for Governance and Leadership, Policy 204-Attendance, Policy 221-Dress and Grooming, Policy 233-Suspension and Expulsion, and Policy 823-Naloxone.

Considerations:

On a motion by Gary Sproul, seconded by Jim Beary, with all members voting in the affirmative, **IT WAS RESOLVED to A.** Approve Brooks and Rhoads 21-22 school year financial report. *Traci reported that Missy Kemmerer stated Tina Bauer had all financial documents in order making their audit a smooth and seamless review. No issues or concerns were found in the audit.*

On a motion by Todd MacBeth, seconded by Jeff Shirey, with members J. Beary, R. Best, C. Boozer, H. Byers, B. Feicht, T. MacBeth, L. Norbert, J. Shirey, J. Stump, D. VanTassel and J. Foys voting in the affirmative, member G. Sproul voting in the negative, **IT WAS RESOLVED to B.** Approve the renewal of the 22-23 Health and Safety Plan.

On a motion by Dwayne VanTassel, seconded by Brady Feicht, with all members voting in the affirmative, **IT WAS RESOLVED to C.** Approve the COVID19 Public Health Workforce Supplemental Funding Grant expenditures, as presented.

On a motion by Dwayne VanTassel, seconded by Todd MacBeth, with all members voting in the affirmative, **IT WAS RESOLVED to D.** Approve advertising for an RFP for the construction of a female locker room.

On a motion by Rick Best, seconded by Dwayne VanTassel, with all members voting in the affirmative, **IT WAS RESOLVED to E.** Approve advertising for an RFP to paint ducts in three programs: Automotive, Diesel and Construction.

Old Business:

No Old Business was discussed.

Director's Report – Traci Wildeson:

- With January being School Director's Recognition month, Traci expressed her gratitude for all the board members do in supporting the students and the school. A light meal was prepared by the Culinary students as a thank you to the JOC members.
- Traci provided updates on her Director's report that was sent out.
 - The mental health grant – in the last part of the approval process. The locker room was taken off because it was not approved for the grant. The grant amount submitted is now \$50,910.00.
- Representatives from Butler County Community College are coming on February 3, 2023 to look at the space we have available for a mechatronics lab and other opportunities to partner with BC3. This is a very exciting opportunity for our school. Traci answered an inquiry from Todd MacBeth about what space is available. She stated the former Industrial Technology classroom could be used.
- Today, 1/23/23, Chris Richardson, Police Science Instructor and Traci presented to the Clarion County Commissioners and Public Safety about an EMT career ladder. Many are aware the local ambulance services are having trouble with the 911 centers being able to dispatch EMTs and paramedics, due to the shortage in workers. A discussion took place with Jeff Smathers from the county about a way to encourage more people to enter that field and how we could help with that education. Chris and Traci presented a career ladder proposal to them with some potential ideas. The ambulance services would pay the tuition, with an agreement that the person would then stay on with the ambulance service after they completed the training. The training classes could be two-tiered, with in-house to include Police Science and Allied Health students, as well as adult students through Adult Education. It is an exciting opportunity to help the community as well as increasing our educational footprint.
- Traci is still working closely with Kronospan. In addition to the grant the school received from the company, Traci is working with HR in setting up a scholarship for our students.
- The potential for a partial-program in the Practical Nursing building is ongoing. Clarion Pysch Center is currently completing background statistics to determine the need for these services in the area. *Dwayne VanTassel commented that during the conversations with Kronospan, that his employer (Wabtec) partners with their local CTC to send employees there for additional training. He asked Traci to see if Kronospan would be open to doing that as well, which would help build the Adult Ed. program. Traci stated she is a chair of the strategic action team for the Clarion County Economic Development, where we are trying to bring workforce together to see how we can help with that.*
- Traci reviewed the handout which listed the students who were awarded medals at the District X SkillsUSA competitions. Grace Shick & Makenna Monrean-1st place in Esthetics (Cosmetology); Emilee Parkes-1st place in Cosmetology. These students are eligible to compete at the PA State competitions in April, 2023. Other medalists were: Aubrey Minich, Kylie Yori, Cheyenne Wolfe-2nd place in Crime Scene Investigation-Team 5 (Police Science); Brenna Thompson-3rd place Criminal Justice (Police Science); Joshua Bell- 3rd place Automotive Service Technology; Jady Scheftic-3rd place in Culinary Arts; Connor Albertine-3rd place in Internetworking (Computer Networking); Lane Bauer-3rd place in Welding. Traci stated we are very proud of the achievements of these students and how they have shown what they are learning here.
- The PA Inspection class will be held with twenty+ students, twelve of which are current Automotive and Diesel high school students.
- Chapter 339 work has begun in preparation for the career & tech ed. state review, which will take place next year.
- Traci brought to the members' attention a couple items sent in the meeting packet. The exploreClarion article on the Clarion Area board meeting and tour held at the Career Center and the Tech Talk school newsletter. Traci credited the newsletter to Linda Maze's efforts and the great job it does in highlighting what it is our students are doing here at the school. The newsletter is given to the JOC, the

PAC (superintendents), and the sending school principals and guidance staff. *Linda Maze stated in order to reduce the expense of producing the newsletter, it is done in a digital version, which is emailed to the sending schools, added to the Career Center website, posted on the school Facebook page and emailed to the students' school emails.* Traci indicated representatives from the state have commented how nice the school newsletter is also.

Superintendent of Record – Joseph Carrico

- Dr. Carrico stated that when Clarion Area's board met at the Career Center, Traci did a nice job on the tour for everybody. He strongly encouraged all the districts to consider holding one of their meetings at the Career Center. Dr. Carrico also stated that the meal, prepared by the Culinary students, was delicious.
- The superintendents just held their meeting last week and are working on the school calendars for next year.
- Dr. Carrico stated he wanted to publicly affirm, Traci does a great job of seeking opportunities for growth, like the Clarion Pysch Center, Kronospan and the BC3 mechatronics efforts.

Announcements

- Committee: Facilities/Building & Grounds, 2/27/23, 6pm
- Regular JOC meeting for February, 2023: 2/27/23, 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 7:56 p.m.

Respectfully submitted,

Linda Maze
J.O.C. Secretary