

**Clarion County Career Center
Joint Operating Committee
Minutes
April 27, 2020**

The regular meeting of the Clarion County Career Center Joint Operating Committee was called to order on April 27, 2020 at 7:01 p.m. by Braxton White, Chairperson. Members present on-site were: Jim Beary, Joseph Billotte and Todd MacBeth. Members in attendance via remote Zoom meeting (due to COVID-19 restrictions/closures) were: Corry Bish, Linda Ferringer, Jill Foys, Donald Nair, James Shaftic, Corey Sherman, Jameen Stump, Dwayne VanTassel and Braxton White.

Members: Shelly Atzeni and Tressa Smith were absent.

Administration present were: Doug Mays, Interim Director, David McDeavitt, Superintendent of Record and Linda Skelley, Board Secretary/Confidential Secretary. Also present was Tina Bauer, Business Manager.

Walt Slywczuk – Technology Coordinator was present to facilitate the technology use of Zoom during the meeting.

Executive Session:

An executive session was held.

On a motion by Donald Nair, seconded by James Shaftic with all members voting in the affirmative, **IT WAS RESOLVED** to approve the agenda of the April 27, 2020 meeting.

Public Comment Period:

No members of the public were present.

Minutes Approved:

On a motion by Donald Nair, seconded by Jim Beary, with all members voting in the affirmative, **IT WAS RESOLVED** to approve the minutes of the February 24, 2020 meeting. (The March 23, 2020 meeting was cancelled due to COVID-19 restrictions/closures.)

Financial Reports Approved:

On a motion by Donald Nair, seconded by James Shaftic, with all members voting in the affirmative, **IT WAS RESOLVED** to approve the payment of the general fund bills for March & April, 2020, the Activity report for February & March, 2020 and the Treasurer's report for February & March, 2020.

Personnel:

On a motion by Donald Nair, seconded by Todd MacBeth, with all members voting in the affirmative, **IT WAS RESOLVED** to item A. Permission to advertise for part time custodian position.

Travel:

No travel items were presented.

Policy

First reading of Policy 006.1 – Attendance via Electronic Communications. A motion by Donald Nair, seconded by Todd MacBeth, did not result in a vote due to comments from member Jill Foys regarding item 1 under the Guidelines which read: "Submit such request to the Chairperson at least three (3) days prior to the meeting." After discussion, a new motion was made by Dwayne VanTassel, seconded by James Shaftic, with all members voting in the affirmative, **IT WAS RESOLVED** accept the first reading with the policy amended to remove item 1 requiring three days notice.

Considerations:

On a motion by Donald Nair, seconded by James Shaftic, with all members voting in the affirmative, **IT WAS RESOLVED** to A. Provide permission for Tina Bauer, Business Manager and Doug Mays, Interim Director to secure electric rate and get JOC approval for rate retroactively.

Executive Session:

A second executive session was held.

On a motion by Todd MacBeth, seconded by Joseph Billotte, with members J. Billotte, C. Bish, L. Ferringer, J. Foys, T. MacBeth, J. Shaftic, C. Sherman, J. Stump and D. VanTassel voting in the affirmative, and members J. Beary and D. Nair voting in the negative **IT WAS RESOLVED** to item B. Approve the 2020-2021 Career Center Operating Budget as presented.

On a motion by Donald Nair, seconded by Jim Beary, with all members voting in the affirmative, **IT WAS RESOLVED** to item C. Approve the 2020-2021 Career Center school calendar.

On a motion by Jim Beary, seconded by Joseph Billotte, with all members voting in the affirmative, **IT WAS RESOLVED** to item D. Approve purchase of four hospital beds (\$12,065.00); one Grinder (\$1,306.00); five Welders (\$13,472.00); Lasertag software and equipment (\$4,540.00) using funds from the Supplemental Equipment grant.

On a motion by Donald Nair, seconded by Todd MacBeth, with all members voting in the affirmative, **IT WAS RESOLVED** to item E. Approve Professional Development Steering Committee list of members.

On a motion by James Shaftic, seconded by Jill Foys, with all members voting in the affirmative, **IT WAS RESOLVED** to item F. Approve the Actuarial Services Agreement (GASB45) with SilverStone Group, Inc. at a cost not to exceed \$2,300.00.

On a motion by Linda Ferringer, seconded by Corey Bish, with all members voting in the affirmative, **IT WAS RESOLVED** to item G. Approve purchase of a maximum of six Patient Care Technician certification exams for Allied Health students. The cost of the exam is \$155 each for a total of \$930.00.

Old Business:

Jim Beary inquired about the status of the modular home. Doug Mays reported the home was not able to be completed before the school closure. The home will be completed in the fall when school resumes. At that time, it will be put out for bid.

Director of Technical Education Report – Doug Mays, Interim Director

Doug Mays provided the following report to the group:

- Weekly Director's Reports have been sent to the members and also included with the JOC meeting packet to keep them informed of the school activities during the COVID-19 restrictions/closures.
- Planning is in process to conduct the Senior Recognition program at the Brookville Moonlite Drive-In and all state restrictions and guidelines will be followed.

Superintendent of Record – David McDeavitt

- Mr. McDeavitt reported graduation requirements from PDE for CTE students have been reviewed and students are set to graduate.
- Cosmetology students (as per Doug Mays) will need to complete clinic hours when the school building is permitted to re-open. The Cosmetology Instructor and Instructional Aide are prepared to run clinic even if this cannot occur until July or August.

NOTE: Jameen Stump encouraged setting up a Strategic Planning Committee, as discussed. Braxton White said an email will be sent out to the members asking for 4-5 volunteers to serve in this group.

NOTE: Todd MacBeth and James Shaftic thanked all the staff members who have been continuing the necessary duties for the school during the restrictions and closures. Todd also thanked Walt Slywczuk for the technology to do the remote Zoom meeting and for Tina Bauer and Doug Mays for their work on the 20-21 Budget.

Adjournment

On a motion by James Shaftic, seconded by Jill Foys, with all members voting in the affirmative, **IT WAS RESOLVED** to adjourn the meeting at 8:56 p.m.

Respectfully submitted,

Linda Skelley
J.O.C. Secretary