Erie County Technical School
Joint Operating Committee - Meeting Minutes

Eagle's Nest

Erie County Technical School, 8500 Oliver Road, Erie, PA 16509

Thursday, January 22, 2009

School Director Recognition Month

Work Session – 6:00 pm

- Proposed 2009-2010 Budget reviewed by Aldo Jackson, ECTS Director
- 2009-2010 Applications and Admissions analysis review by Aldo Jackson, ECTS Director

Regular Meeting

Call to Order

James Bucksbee, Chairperson, called the meeting to order at 7:15 pm

Moment of Reflection
Pledge of Allegiance

Roll Call

Paul Fritz, Secretary, called the roll:

Committee members:	District:	Present	Absent
Andrew Foyle	Fairview	x	
John Ogden	Fort LeBoeuf	x	
Robert Heath	Girard	x	
James Bucksbee	General McLane	x	
Barbara Gainer	Harbor Creek	x	
William Kaliszewski	Iroquois	x	
Terry Scutella	Millcreek		x
David Rodgers	North East	x	
Sam Ring	Northwestern	x	
Loretta Price	Union City	x	
Eric Duda	Wattsburg	x	

Administration:	Position	Present	Absent
Larry Kessler	Superintendent of Record	x	
Aldo Jackson	Director	x	
Jennifer Gornall	Solicitor	x	
Joseph Tarasovitch	Principal		x
Paul Fritz	Business Manager & Board Secretary	x	
Natalie Fatica	Human & Quality Resources Coordinator	x	
Mary Ellen Camp	RCTC Manager	x	
Steve Sceiford	Facilities Manager	x	
Jeff Smith	Technology Manager	x	
Pat Holland	Supervisor of Student Services	x	
Jan Kennerknecht	Supervisor of Student Services	x	

Minutes of December 16, 2008

Motion to accept the Minutes of the December 16, 2008 Meeting as presented
Moved by Duda with second by Foyle
The minutes are approved, as presented, with an all "ayes" voice vote
(Copy is filed with the official minutes)

Guests and Comments

Guests signed in and present: Rosanne Gangemi, Charlie Lytle – no comments

Correspondence

Letters of intent to retire-2009-2010- per contract language

- Palloto, Gangemi, Kalinowski, Harpst, Heubel, Donnell, Hofmeister

(Copies of letters filed with official minutes)

Business

Report – presented by Paul Fritz, Business Manager (Copy filed with the official minutes)

Financial Reports, Payments and Invoices

Motion to approve the following reports, payments and invoices:

- Revenue and Expenditure Reports, as presented: December 31, 2008
  - General Fund
  - Food Service Fund
  - Capital Reserve Fund
  - Student Activities Report
- Checks and Invoices, as presented:
  - General Fund Checks, Wires and Invoices, as presented; $563,492.59
  - Food Service Fund Checks and Invoices, as presented; $ 1,978.40
  - Capital Reserve Fund Checks and Invoices, as presented; $ 34,766.50
  - Student Activity Fund Checks and Invoices, as presented; $ 3,423.39
- PNC/VISA procurement card purchases and payment, as presented; $ 59,378.57
- Treasurer's Report, as presented: December 2008 summary
- General Fund Budget transfers-none

All above items moved by Duda, with second by Heath
The motion is approved with an all "ayes" voice vote
(Copies of reports and payment lists are filed with the official minutes)

2009-2010 General Fund Budget

Motion to recommend the 2009-2010 General Fund Budget to the participating school districts for adoption including $6,194,950 of expenditures and Secondary Program District Contributions of $3,597,016
Moved by Ring, with second by Duda
The motion is approved with an all "ayes" voice vote
(Copy of budget document is filed with the official minutes)

Human and Quality Services

Report – by Natalie Fatica, Coordinator of Human and Quality Resource
(Copy filed with the official minutes)

2008-09 RCTC instructors

Motion to approve list of 2008-09 RCTC instructors, as presented
Moved by Ring, with second by Gainer
The motion is approved with an all "ayes" voice vote

Operations

Administrative Reports

- Superintendent Report – Larry Kessler- verbal comments
  - thanked the committee for approving the 09-10 budget that can next be considered by their district boards
  - reported that a meeting will be held at ECTS on 2/11/09 to discuss the transition center and class rank projects
  - thanked the committee members for their dedication and service to their district boards and additional service to the ECTS operating committee
- Director Report— Aldo Jackson
- Solicitor Report—Jennifer Gornall- no report
- Principal Report-Joe Tarasovitch (presented by Pat Holland)
- RCTC Report—Mary Ellen Camp
- Facilities Manager Report—Steven Sceiford
- Technology Manager Report—Jeff Smith
- Instructional Support Services Report- Pat Holland and Jan Kennerknecht
  (Copy of each printed report is filed with the official minutes)

Staff Travel >400 miles (Polices: 331,431,531) None

Student Field Trips and Fundraising (Policy 121)

Student Field Trips

Motion to approve student field trips and fundraising activities as requested:
- MTF-student travel to Zeyon, Inc, Erie, PA, 4/24/09, ECTS cost-$200
- CTE week-student travel to Harrisburg, PA, 2/9/09-2/11/09, ECTS cost $400

Moved by Duda, with second by Price
The motion is approved with an all "ayes" voice vote

Facility Use Requests – profit making organizations (Policy 707) – None

Other Operations

Safe Schools Plan

Motion to approve the Safe Schools Plan, as presented
Moved by Duda, with second by Price
The motion is approved with an all "ayes" voice vote
(Copy of document is filed with the official minutes)

Other Business – None

Supplemental Information

- Board Attendance Report
- High School Enrollment Report
- Business Partnership Contacts Report
- Work Experience Report
- Getting Results in CTE!
- Disabled population by district and program
  (Copy of each item is filed with the official minutes)
- Next meeting: Thursday, February 26, 2009

Adjournment – Operating Committee meeting

Moved by Ogden to adjourn the meeting
Mr. Bucksbee, Chairperson, adjourned the meeting at 7:50 pm

Minutes prepared by,

Paul D. Fritz, Secretary
Erie County Technical School