

**Erie County Technical School
Joint Operating Committee - Meeting Minutes**

Eagle's Nest

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

Thursday, February 26, 2009

Work Session- 6:00 PM

- National Technical Honor Society (NTHS) state conference in Harrisburg, PA – trip review – presented by Alayna Wokulich, Fort LeBoeuf student
- Career and Technical Education (CTE) week in Harrisburg, PA - trip review- presented by Elaine Shaffer, Business Partnership Coordinator and Alayna Wokulich, Fort LeBoeuf student
- Student Satisfaction Survey results – presented by Natalie Fatica, Coordinator of Human and Quality Resources

Regular Meeting

Call to Order

James Bucksbee, Chairperson, called the meeting to order at 7:00 pm

Moment of Reflection

Pledge of Allegiance

Roll Call

Paul Fritz, Secretary, called the roll:

<u>Committee members:</u>	<u>District:</u>	<u>Present</u>	<u>Absent</u>
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	

<u>Administration:</u>	<u>Position</u>	<u>Present</u>	<u>Absent</u>
Larry Kessler	Superintendent of Record	x	
Aldo Jackson	Director	x	
Timothy Sennett	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 January 22, 2009

Motion to accept the Minutes of the January 22, 2009 Meeting as presented

Moved by Scutella with second by Ring

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: Elaine Shaffer, Charlie Lytle – no comments

Correspondence

- Letter of intent to retire-2009-2010- per contract language: Olsen-Gern
- PASBO – 25 year membership recognition- Paul Fritz
- Letter from National Technical Honor Society regarding November conference
(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: January 31, 2009
 - General Fund
 - Food Service Fund
 - Capital Reserve Fund
 - Student Activities Report
- Checks and Invoices, as presented:
 - General Fund Checks, Wires and Invoices, as presented; \$ 379,565.37
 - Food Service Fund Checks and Invoices, as presented; \$ 2,373.69
 - Capital Reserve Fund Checks and Invoices, as presented; \$ 0.00
 - Student Activity Fund Checks and Invoices, as presented; \$ 5,110.10
- PNC/VISA procurement card purchases and payment, as presented; \$ 36,584.04
- Treasurer's Report, as presented: January 2009 summary
- General Fund Budget transfers-none

All above items moved by Foyle, with second by Duda

The motion is approved with an all "ayes" voice vote

(Copies of reports and payment lists are filed with the official minutes)

Human and Quality Services

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

Leave of Absence - Yanosko

Motion to approve the Uncompensated Leave of Absence for Nancy Yanosko for the remainder of the 2008-2009 school year as needed

Moved by Duda, with second by Ring

The motion is approved with an all "ayes" voice vote

RCTC instructor- Hlebig

Motion to employ Michael Hlebig as RCTC instructor at the rate of \$25.00 per hour

Moved by Duda, with second by Ring

The motion is approved with an all "ayes" voice vote

Substitute instructor-Linder

Motion to employ Donald Linder as a substitute instructor effective February 27, 2009 at rate of pay of \$75.00 per day

Moved by Duda, with second by Ring

Mr. Bucksbee advised the committee that Mr. Linder is a current school board member at Northwestern School District. Mr. Sennett reviewed the PA School Code and reported that ECTS could hire Linder as an occasional daily substitute even though School Code section 324 prohibits school directors from being employed by the school district in which he is elected or appointed.

The motion is approved with an all "ayes" voice vote

Operations

Administrative Reports

- Superintendent Report – Larry Kessler- verbal comments
 - reported that a meeting held at ECTS on 2/11/09 to discuss and tour the transition center progress was well received by the district representatives attending
 - reported that the 21st Century committee regarding class rank will have no collective recommendation but that some districts may implement individually
- Director Report— Aldo Jackson
- Solicitor Report—Timothy Sennett- no report
- Principal Report-Joe Tarasovitch
- RCTC Report—Mary Ellen Camp
- Facilities Manager Report—Steven Sceiford
- Technology Manager Report—Jeff Smith
- Instructional Support Services Report- Pat Holland (absent) and Jan Kennerknecht

(Copy of each printed administrative report is filed with the official minutes)

Staff Travel >400 miles (Polices: 331,431,531)

PSBA Construction Conference-Fritz

Motion to approve Paul Fritz, Business Manager, to attend the PSBA School Design & Construction Conference, Philadelphia. PA - May 6-8, 2009

Moved by Duda, with second by Ring

The motion is approved with an all "ayes" voice vote

Student Field Trips and Fundraising (Policy 121)

Student Field Trips

Motion to approve student field trips and fundraising activities as requested:

- CIS-High School Computer Fair, IU5 at Edinboro, 2/27/09
- ABR-Tour and demos at Lake City Paint & Supply, 3/6/09
- THM-Lodging Management state-wide competition, State College, 3/4/09-3/6/09
- MTF- Tour at Erie Ship Yard, 3/19/2009
- ECE-Local day care centers- March/April dates and locations to be determined
- ECE-Celebrate the Family Conference, Cambridge Springs, PA 4/24/09-PM session
- SkillsUSA – State Conference, Hershey, PA 4/2-4/09, 3 students + one advisor

Moved by Duda, with second by Foyle
The motion is approved with an all “ayes” voice vote

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

Other Operations

VISA card- Wilber

Motion to approve issuance of a VISA procurement card to Danielle Wilber- ADS instructor, as permitted by policy and procedure, with a \$2,500 spending limit through June 30, 2009

Moved by Ring, with second by Rodgers
The motion is approved with an all “ayes” voice vote

2009-2010 School Calendar

Motion to approve 2009-2010 School Calendar as presented

Moved by Ring, with second by Ogden
The motion is approved with an all “ayes” voice vote
(Copy of calendar filed with official minutes)

Policy 118-Production and Service Work

First reading of Policy 118-Production and Service Work – revisions
(Copy of revised policy filed with official minutes)

Other Business

Mr. Scutella reported that the Millcreek Township School District Board of Directors is asking the district superintendents and JOC to review the funding formula (50% participation, 50% quota) to see if per pupil costs can be more equitable and if the 11 participating districts cannot reach an agreement on a new formula, then Millcreek would consider withdrawing from the technical school. The soonest this could happen would be the 2010-2011 school year after giving a one year notice. The Millcreek board has expressed their respect for students currently enrolled in ECTS programs and for the other school districts that would be financially impacted by their withdrawal. The Millcreek board has voted unanimously “No” on the ECTS 2009-2010 Budget because of their concerns with the budget and the funding formula. The Millcreek board also questioned the number of administrative staff at ECTS so Aldo Jackson presented an informational chart listing the administrative staff positions at ECTS.

After some discussion about inequities associated with ‘per pupil’ costs with the ECTS budget funding formula, the members of the JOC asked Superintendent of Record, Larry Kessler to commission a subcommittee of superintendents to study the funding formula and look for an alternative.

Supplemental Information

- Board Attendance Report
 - High School Enrollment Report
 - Business Partnership Contacts Report
 - Work Experience Report
- (Copy of each item is filed with the official minutes)
- Next meeting: Thursday, March 26, 2009

Adjournment – Operating Committee meeting

Moved by Ogden to adjourn the meeting
Mr. Bucksbee, Chairperson, adjourned the meeting at 8:00 pm

Minutes prepared by,

Paul D. Fritz, Secretary
Erie County Technical School