



Joint Operating Committee - Meeting Minutes

Thursday, May 27, 2010

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

Work Session - 6:00 pm

Staff Reduction

Discussion of the recommendation by the Professional Advisory Council to reduce staff in Auto Body Repair, Automotive Technologies, Computer Information Systems, Drafting and Design, and Electronics to a half-time basis by not accepting applications for the 2010-2011 school year and that the Operating Committee give particular attention to the Auto Body Repair and Electronics programs.

- Enrollment and Application Reports—May 7, 2010 and May 27, 2010 presented by Aldo Jackson, ECTS Director
(Copies of each are filed with the official meeting minutes)
- Review of Professional Advisory Council discussion and recommendation presented by Michele Campbell, Superintendent of Record
- Presentations by ECTS Professional Unit Staff, business and industry employers, parents and graduates in support of maintaining current programs
 - Roach Hewitt, ECTS CIS instructor
 - Tim Mientkiewicz, ECTS ELC Instructor
 - Ken Balsiger, ECTS ABR instructor
 - Denise Benim, Bianchi Honda/Nissan
 - Cody Gilbert, ECTS alumni, AUT and AYES program
 - Louie Deckart- ECTS alumni, CIS program
 - Paul Cash, ECTS alumni-Erie Insurance
 - Marty Learn, ELC, employer
 - Ted Oslak, employer, ELC program
 - Beth Gilbert, ECTS alumni parent, AUT program
 - Rosann Barker, Labor Council(Copies of supplied printed remarks are filed with the official meeting minutes)

Regular Meeting

Call to Order

James Bucksbee, Chairperson, called the regular meeting to order at 7:10 pm

Moment of Reflection

Pledge of Allegiance

DiPlacido-Millcreek

Motion to approve the appointment of John DiPlacido as Joint Operating Committee representative from the Millcreek Township School District

Moved by Duda, with second by Ring

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

Roll Call

Paul Fritz, Secretary, called the roll:

Committee members:

<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	
John DiPlacido	Millcreek	x	
David Rodgers	North East	x	
Sam Ring	Northwestern	x	
Loretta Price	Union City	x	
Eric Duda	Wattsburg	x	

Others Present:

<u>Administration:</u>	<u>Position</u>	<u>Present</u>	<u>Absent</u>
Michele Campbell	Superintendent of Record	x	
Aldo Jackson	Director	x	
Mark Wassell	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

Meeting Minutes

Minutes of April 22, 2010

Motion to accept the minutes of the April 22, 2010 meeting as presented

Moved by Ring, with second by Heath

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

(Copy is are filed with the official minutes)

Guests and Comments

Guests signed in and present:

Nancy Yanosko, Student Assistance Aide, expressed appreciation to the Joint Operating Committee for granting her a leave of absence the last two years but that her resignation request is on the meeting agenda for approval.

Others signed in for the work session and/or regular meeting: Rosanne Gangemi, Linda Harpst, Elaine Shaffer, Janet Grossman, Patty Palo, Curtis Oakes, Sandra Carr, Eleanore Anderson, Dave Yanosko, Robin Grimes, Phylis Zimmermann-Theuerkauf, John Tretter, Paul Randolph, Marty Learn, Jackie Learn, Beth Gilbert, Mariea Sargent, Al Barker, Jr., Ken Balsiger, Paul Cash, Dave Michalak, Cheryl Cross, Phillip Pinzok, Rosann Barker, Denise Benim, Joe Londo, Gerimee Gervais, Felix Folletti, Jerry Sargent, Ted Oslak, Joe Salorino, Donna Erdman, Jane Boyd, Danielle Wilber, Pam Lasher, Tim Mientkiewicz

Correspondence

- Roach Hewitt- letter regarding YMCA overnight event
 - ACTE- Achieve 100 Award for membership
 - Phil Jones-Lord Corp email regarding program reductions
 - Wayne Britton-email regarding program reductions
 - Frank Xu – email regarding program reductions
- (Copies of each filed with official minutes)

Business

Report - Business Manager, Paul Fritz

(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:
 - General Fund
 - Food Service Fund
 - Capital Reserve Fund
 - Student Activities Report
- Checks and Invoices, as presented:
 - General Fund Checks, Wire Transfers and Invoices: \$ 602,066.88
 - Food Service Fund Checks and Invoices: \$ 1,273.75

- Capital Reserve Fund Checks and Invoices: \$ 00.00
- Student Activity Fund Checks and invoices: \$ 1,222.00

- VISA procurement card payment, as presented: \$ 48,046.19
- Treasurer's Report, as presented: April 2010 summary
- General Fund - Budget Transfers – None

All above Business 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)

Depositories of school funds for 2010-11

Motion to approve PNC Bank, PSDLAF, and PLGIT as depositories of school funds for 2010-11

Moved by Ring, with second by Foyle

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

Erie Times News-2010-11

Motion to designate Erie Times News as newspaper of general circulation for 2010-11

Moved by Price, with second by Foyle

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

Secretary and Treasurer-bonds 2010-11

Motion to purchase public official bonds for the Secretary and Treasurer for school year 2010-11 in the amount of \$50,000 each

Moved by Heath, with second by Foyle

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

John Ogden-Treasurer-2010-11

Motion to nominate and then elect a Treasurer for a one year term beginning July 2010

Moved by Ring, with second by Price to nominate and elect John Ogden as Treasurer beginning July 1, 2010

Motion to elect John Ogden as Treasurer is approved by an all "ayes" voice vote

Human and Quality Resources

Report—Coordinator of Human and Quality Resources, Natalie Fatica

(Copy filed with the official minutes)

Resignation of Nancy Yanosko

Motion to accept the resignation, with regret, of Nancy Yanosko- SAA-Student Assistance Aide, effective May 27, 2010

Moved by Ogden, with second by Duda

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

Retirement of Linda Harpst

Motion to accept the retirement, with regret, of Linda Harpst, High School Secretary, effective November 30, 2010

Moved by Ogden, with second by Foyle

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

Rita Krajick-RCTC Instructor

Motion to employ Rita Krajick at the rate of \$25.00 per hour as an RCTC instructor

Moved by Duda, with second by Ogden

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

Seasonal Help

Motion to hire Dan Malena, Clinton Littell, Peter Craven, David Welser, Harley Greenhaw, Nicholas Weaver and Joshua Sam as seasonal help at the rate of \$8.00 per hour beginning on or after May 27, 2010

Moved by Duda, with second by Kaliszewski

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

Andrew Hough-disability leave

Motion to grant Andrew Hough a disability leave of absence without pay in accordance with the contract Article V- Section 6- Leaves

Moved by Duda, with second by Foyle

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

Executive Session

Mr. Bucksbee, Chairperson, called for an Executive Session at 7:30 pm to discuss personnel issues related to proposed reduction of staff

Mr. Bucksbee, called the Regular Meeting back to order at 8:40 pm

Recommendation by PAC to reduce staff

Motion to accept the recommendation of the Professional Advisory Council to reduce staff in Auto Body Repair, Automotive Technologies, Computer Information Systems, Drafting and Design, and Electronics to a half-time basis by not accepting applications for the 2010-2011 school year and that the Operating Committee give particular attention to the Auto Body Repair and Electronics programs

Moved by Ogden, with second by Ring

The motion failed on a roll call vote:

Voting "No": Foyle, Ogden, Bucksbee, Heath, Kaliszewski, Rodgers, Ring, Price, Duda

Voting "Yes": DiPlacido

Absent: Gainer

Corrective Action Review

Motion that the five low enrolled programs in question be separately evaluated using the ECTS formal corrective action system, and progress reported to the JOC monthly until completion

Moved by Rodgers, with second by Foyle

The motion is approved on a roll call vote:

Voting "Yes": Foyle, Ogden, Bucksbee, Heath, Kaliszewski, DiPlacido, Rodgers, Ring, Price, Duda

Absent: Gainer

Operations

Administrative Reports

- Superintendent Report– Michele Campbell, Fort LeBoeuf School District, verbally reported the Transition Center open house event was a success
- Director Report — Aldo Jackson

- Solicitor Report — Mark Wassell- no report
- High School Principal Report — Joe Tarasovitch
- RCTC Report — Mary Ellen Camp
- Facilities Report — Steven Sceiford
- Technology Report — Jeff Smith
- Instructional Support Services Report - Pat Holland and Jan Kennerknecht
(Copy of each report is filed with the official minutes)

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

Elaine Shafer- SkillsUSA

Motion to approve Elaine Shaffer to travel to SkillsUSA National Competition in Kansas, MO, June 21-26, 2010, estimated cost of \$2,406

Moved by Duda, with second by Price

The motion is approved with an all “ayes” voice vote

Student Field Trips and Fundraising (Policy 121) - None

Facility Use Requests – profit making organizations (Policy 707)

Family First Sports Park

Motion to approve the use of facilities request from Family First Sports Park to use the front lawn area for soccer tournaments at the use fee of 20.00 per hour for a total of \$380.00

Moved by Price, with second by Ring

Amended by Ring, with second by Ogden to approve the use request but to exchange the use fees for one student overnight event

The motion, as amended is approved with an all “ayes” voice vote

Other Operations

SARCC-2010-11

Motion to approve the 2010-11 service purchase contract with Sarah A Reed Children’s Center, as presented

Moved by Ogden, with second by Duda

The motion is approved with an all “ayes” voice vote

November 2010, December 2010 meeting dates

Motion to re-schedule the November and December 2010 Joint Operating Committee meetings to Tuesday, November 23, 2010 and Tuesday, December 21, 2010 beginning at 6:00 pm - work session and 7:00 pm- regular meeting

Moved by Ring, with second by Duda

The motion is approved with an all “ayes” voice vote

The Airgas Company-donation

Motion to accept the donation of GBAW wire from The Airgas Company to be used in MTF and other program labs

Moved by Price, with second by Heath

The motion is approved with an all “ayes” voice vote

Chrysler-Donation

Motion to accept the donation of a 2001 PT Cruiser from Chrysler Donation System for use in the AUT-Auto Tech program

Moved by Ogden, with second by Duda

The motion is approved with an all “ayes” voice vote

Other Business

Prayer Walk

Motion to approve the “Prayer Walk” as requested by Pam Lasher

Moved by Ogden, with second by Foyle

The motion is approved with an all “ayes” voice vote

Supplemental Information

- Board Attendance Report
- High School Enrollment Report-Tarasovitch
- Career and Alternative Education Enrollment Report-Tarasovitch
- Student Co-op Work Experience Report-Shaffer
- Business Partnership Contacts-Shaffer
- Admissions Coordinator Report-Sorensen
- IUP Academy of Culinary Arts agreement-Kennerknecht
- Student Satisfaction 2010-Fatica
- Withdrawal Analysis-2009-10-Jackson
- 2010 NTHS Inductees-Tarasovitch
(Copy of each is filed with the official minutes)
- Next meeting: Thursday, June 24, 2010

Adjournment-Joint Operating Committee meeting

Moved by Ogden to adjourn the meeting

Mr. Bucksbee, Chairperson, adjourned the meeting at 9:15 pm

Minutes prepared by,

Paul D. Fritz, Secretary
Joint Operating Committee
Erie County Technical School