Erie County Technical School

Meeting Minutes

Joint Operating Committee

Tuesday, November 17, 2009

Eagle's Nest

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

Work Session-6:00 PM

- Review of 2008-2009 PSSA Results- Aldo Jackson (Copy filed with the official minutes)

Complaint Hearing

- The Joint Operating Committee conducted a hearing regarding a complaint from the Federation concerning staff parking and entry to the building.
    - Complaint background:
        - Federation on 11/3/09 requested a discussion with administration because staff is required to park and enter in the front of the building. Federation requests that staff be permitted to park, enter and exit where they wish.
        - Informal conference held 11/5/2009 with Federation and Management
        - Management response 11/9/09: As a measure of providing a safe school environment, the management implemented a single-point of entry for adults and staff during the 2008-2009 school year.
        - The Federation on 11/13/2009 appealed the decision of the Director to the Joint Operating Committee

- Joint Operating Committee heard the concerns of the Federation represented by Charlie Lytle and Dave Yanosko disputing that single point of entry is needed for building safety

- 6:55 pm- Mr. Bucksbee called an Executive Session for legal consultation

- 7:02 pm- Mr. Bucksbee reopened the public meeting and asked Aldo Jackson, Director, to present his rationale for single point of entry

- 7:22 pm- Mr. Bucksbee called an Executive Session for further legal consultation and discussion

- 7:55 pm – Mr. Bucksbee reopened the public meeting and conveyed to the Federation that the Joint Operating Committee's response is:
        - Faculty parking is permitted in the front or rear parking lots. Back entrances will be open starting at 7:45 am and 11:30 am for faculty to enter. Front entrance will open at 6:30 am. No parking is permitted along the sides of the building at anytime.

Regular Meeting

Call to Order

James Bucksbee, Chairperson, called the regular meeting to order at 7:58 pm

Moment of Reflection

Pledge of Allegiance

Roll Call

Natalie Fatica, Assistant 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
Michele Campbell	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 September 24, 2009
Minutes of October 22, 2009

Motion to accept the minutes of the September 24, 2009 and October 22, 2009 meetings, as presented
Moved by Duda, with second by Ogden
The motion is approved with an all "ayes" voice vote
(Copies are filed with the official minutes)

Guests and Comments

Guests signed in and present: Rosanne Gangemi, Charlie Lytle, and Elaine Shaffer. Also present was David Yanosko. No comments.

Correspondence

- Letter from Federation regarding Classified Unit negotiations
  - Mr. Bucksbee commented that the Operating Committee would meet with the Federation beginning in January 2010 as required by law.
- Letter from Federation withdrawing complaint regarding clothing laundering

(Copies are filed with the official minutes)

Business

Report – prepared by Paul Fritz, Business Manager (absent), presented by Aldo Jackson (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: $ 410,743.37
  - Food Service Fund Checks and Invoices: $ 1,454.23
  - Capital Reserve Fund Checks and Invoices: $ 667.00
  - Student Activity Fund Checks and invoices: $ 0.00
- VISA procurement card payment, as presented: $ 50,835.89
- Treasurer's Report, as presented: October 2009 summary
- General Fund Budget transfers (none)

All Business items moved by Duda, with second by Gainer
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 Resources

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

Conway, Jaworowski, Merski-substitutes

Motion to approve the addition of David Conway, Marsha Jaworowski and Regina Merski to the substitute list at the rate of pay of $75.00 per day
Moved by Duda, with second by Ogden
The motion is approved with an all "ayes" voice vote

Knapp-RCTC instructor

Motion to employ Sharon Knapp at the rate of $25.00 per hour as an RCTC instructor
Moved by Gainer, with second by Duda
The motion is approved with an all "ayes" voice vote

Operations

Administrative Reports

- Superintendent's Report– Michele Campbell, Fort LeBoeuf School District
  - Superintendents have met with the Center on Aging regarding H1N1 vaccine and clinics
  - All school boards will be requested to adopt a resolution in support of the community college initiative
  - Superintendents have been reviewing projections that show a declining enrollment trend
  - Phase II of the Transition Center kitchen estimates $5000 contribution from each district

- Director's Report — Aldo Jackson
- Solicitor's Report — Timothy Sennett
  - Waiting for response from Federation regarding the arbitration panel
- High School 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) - None

Student Field Trips and Fundraising (Policy 121)

SkillsUSA conference and competitions

Motion to approve the following student field trips:

- SkillsUSA Leadership Conference, Marriot Erie, 12/3/2009
- SkillsUSA District Competitions, various CTC's, 1/15/2010

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

ECTS School Calendars

Motion to approve the Erie County Technical School Calendar for school years 2010-2011, 2011-2012, and 2012-2013, as presented
Moved by Foyle, with second by Duda
The motion is approved with an all "ayes" voice vote
(Copy of calendars filed with the official minutes and posted to webpage)

Other Business - none

Supplemental Information

- Board Attendance Report
- High School Enrollment Report-Tarasovitch
- Student Co-op Work Experience Report-Shaffer
- Business Partnership Contacts-Shaffer
  (Copy of each is filed with the official minutes)

- Next meeting: Tuesday, December 15, 2009

Adjournment – Joint Operating Committee meeting

Moved by Ogden, with second by Duda to adjourn the meeting
Mr. Bucksbee, Chairperson, adjourned the meeting at 8:44 pm

Minutes prepared by,

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

(Minutes recorded by Natalie Fatica, Assistant Secretary)