

Erie County Technical School

Meeting Minutes

Operating Committee

Thursday, September 24, 2009

Eagle's Nest

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

Call to Order

James Bucksbee, Chairperson, called the regular meeting to order at 6:00 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>
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 the August 27, 2009

Motion to accept the Minutes of the August 27, 2009 Meeting as presented.

Moved by Duda with second by Heath

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, Dave Yanosko, Nancy Yanosko, Joe Salorino, Charlie Lytle and Elaine Shaffer.

Charlie Lytle, AFT Local 1589 President, commented on a recently filed grievance noting that he has been president for three years with no grievances filed but that the union has concerns this year and he sees staff morale level has dropped. He invited JOC members to discuss the grievance and union concerns with him after the meeting.

Correspondence - none

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:
 - General Fund
 - Food Service Fund
 - Capital Reserve Fund
 - Student Activities Report
- Checks and Invoices, as presented:
 - General Fund Checks, Wire Transfers and Invoices: \$ 409,968.89
 - Food Service Fund Checks and Invoices: \$ 1,332.75
 - Capital Reserve Fund Checks and Invoices: \$ 0.00
 - Student Activity Fund Checks and invoices: \$ 0.00
- VISA procurement card payment, as presented: \$ 51,814.93
- Treasurer's Report, as presented: August 2009 summary
- General Fund Budget transfers (none)

All above items moved by Rodgers, with second by Ogden

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)

Olson-Gern- Leave

Motion to approve an Uncompensated Leave of Absence for Ursula Olson-Gern beginning September 24, 2009 as needed

Moved by Price, with second by Rodgers

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

Nurse, DeDionisio, Dougan, Cassano - substitute instructors

Motion to approve Richard Nurse, Joe DeDionisio, Roger Dougan, and Joe Cassano as substitute Instructors for the Transition Center at Erie County Technical School at the rate of pay of \$75.00 per day

Moved by Duda, with second by Gainer

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

Humes - Student Assistance Aide, SAA-2

Motion to approve Heather Humes as a part-time Student Assistance Aide, SAA-2, per the Classified Unit bargaining agreement at the probationary rate of \$12.86 per hour pending clearances

Moved by Price, with second by Ogden

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

Litz - substitute Student Assistance Aide

Motion to approve Jessica Litz as a substitute Student Assistance Aide at the rate of \$12.86 per hour pending clearances

Moved by Gainer, with second by Ogden

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

Operations

Administrative Reports

- Superintendent's Report— Michele Campbell, Fort LeBoeuf School District
 - Reported that the school year is off to a good start
 - Reported that the superintendents at their meeting discussed the progress of the proposed community college and that each district board of directors will be asked to approve an updated resolution of support
- Director's Report — Aldo Jackson
- Solicitor's Report — Timothy Sennett
 - Commented that the Joint Operating Committee and professional bargaining unit have a contract with a negotiated process for handling complaints and grievances and that it was inappropriate for the union president to invite discussion with operating committee members regarding a grievance and further advised that committee members to not have that discussion. It is recommended that all parties to the agreement follow the negotiated process.
- 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
(A Copy of each administrative report is filed with the official minutes)

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

Erdman - NAEYC National Conference

Motion to approve the following staff travel

- ECE Instructor-Donna Erdman travel to NAEYC National Conference, Washington, D.C., 11/18/09-11/21/09, est. cost -\$1,300

Moved by Rodgers, with second by Price

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

Student Field Trips and Fundraising (Policy 121)

**ECE-Penn State Child Care Center
ECE-Barber Center**

Motion to approve the following student field trips:

- ECE-Penn State Child Care Center, 10/09/09 Am, cost-bus @ \$200
- ECE-Barber Center, 10/09/09 PM, cost-bus@ \$200

Moved by Duda, with second by Ogden

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

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

Other Operations

Occupational Advisory Committee - 2009-2010

Motion to approve the Occupational Advisory Committee list for 2009-2010, as presented

Moved by Rodgers, with second by Price

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

Other Business-None

Supplemental Information

- Board Attendance Report
- High School Enrollment Report-Tarasovitch
- Student Co-op Work Experience Report-Shaffer
- Business Partnership Contacts-Shaffer
- Occupational Advisory Committee Membership-Shaffer
- Networking Technologies course syllabus-Kennerknecht
(Copy of each is filed with the official minutes)
- Next meeting: Thursday, October 22, 2009

Adjournment – Joint Operating Committee meeting

Moved by Ogden to adjourn the meeting
Mr. Bucksbee, Chairperson, adjourned the meeting at 6:50 pm

Minutes prepared by,

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