



Joint Operating Committee - Meeting Minutes

Thursday, July 22, 2010

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

Regular Meeting

Call to Order

James Bucksbee, Chairperson, called the regular meeting to order at 5:15 pm

Moment of Reflection

Pledge of Allegiance

Terry Scutella- Millcreek

Motion to accept the appointment of Terry Scutella as Joint Operating Committee representative from Millcreek Township School District

Moved by Price, with second by Kaliszewski

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

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	

Meeting Minutes

Motion to accept the minutes of the June 24, 2010 meeting as presented

Moved by Duda, with second by Foyle

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

(Copy is filed with the official minutes)

Guests and Comments

Guests signed in and present: Rosanne Gangemi, Patty Palo. Others: Mark Clickett – no comments

Correspondence

- EasyProcure VISA rebate for 2009-2010 of \$2,614.76 based on purchases of \$581,057.75
- Letter of appreciation for the SkillsUSA National Competition from Elaine Shaffer and Yuliya Avatyuk

(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:
 - a) General Fund Checks, Wire Transfers and Invoices: \$ 257,079.23
 - b) Food Service Fund Checks and Invoices: \$ 0.00
 - c) Capital Reserve Fund Checks and Invoices: \$ 6,844.00, \$63,808.51
 - d) Student Activity Fund Checks and invoices: \$ 0.00
- VISA procurement card payment, as presented: \$22,534.76
- Treasurer's Report, as presented: June 2010 summary
- General Fund – Budget Transfers – None

All items moved by Gainer, with second by Foyle

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

(Copy of each item is filed with the official minutes)

Human and Quality Resources

Report—Coordinator of Human and Quality Resources, Natalie Fatica

(Copy filed with the official minutes)

Humes-resignation

Motion to accept the resignation of Heather Humes, part-time Student Assistance Aide, effective July 6, 2010

Moved by Duda, with second by Foyle

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

Litz-part time aide

Motion to employ Jessica Litz as a part time Student Aide, classification SAA-2, at the rate of \$12.86 per hour beginning on July 26, 2010

Moved by Duda, with second by Foyle

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

HS substitutes 2010-11

Motion to approve the 2010-2011 high school program substitute instructors, as listed

Moved by Duda, with second by Gainer

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

Operations

Administrative Reports

- Superintendent Report— Michele Campbell, Fort LeBoeuf School District, verbally reported that she has provided information to the enrollment review corrective action committee
- Director Report — Aldo Jackson (Copy of report is filed with the official minutes)

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

Student Field Trips and Fundraising (Policy 121) – None

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

Other Operations

2010-2011 Tuition Rates-secondary program

Motion to set the secondary program tuition rates for school year 2010-2011 as follows:

High school and adult students	\$16.74 per hour
Career and Alternative Education	\$65.00 per day enrolled

Moved by Foyle, with second by Duda

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

Donation-Fort LeBoeuf SD-televisons

Motion to accept a donation from the Fort LeBoeuf School District of four (4) - 27" Zenith television sets to be placed in the hotel rooms at the Transition Center

Moved by Price, with second by Ogden

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

Donation-Sorensen-1990 Dodge

Motion to accept a donation of a 1990 Dodge Dynasty for the AUT program from Mrs. Lisa Sorensen

Other Business

Ogden-green energy project

Mr. Ogden commented that he is working on a grant proposal for a green energy project at ECTS that would involve a student learning component. Additional information will be forthcoming as the grant proposal develops.

Supplemental Information

- Board Attendance Report
- Admission Coordinator Report
(Copy of each is filed with the official minutes)
- Next meeting: **Thursday, August 26, 2010**

Executive Session

Mr. Bucksbee called for an executive session of the committee following the adjournment of the regular meeting to discuss confidential personnel matters. There was no other business following the executive session that concluded at 5:40 pm.

Adjournment-Joint Operating Committee meeting

Moved by Ogden to adjourn the meeting

Mr. Bucksbee, Chairperson, adjourned the regular meeting at 5:30 pm

Minutes prepared by,

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