



Joint Operating Committee - Meeting Minutes

Thursday, September 23, 2010

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

Work Session – 6:00 pm

1. Marketing and Recruitment Review – Aldo Jackson
2. Open discussion regarding the proposed community college and its use of ECTS facilities
3. Erie County Vocational Technical Foundation meeting

Administrative Reports

- Superintendent Report– Michele Campbell, Fort LeBoeuf School District
 - Verbally reported the PAC meeting was held with Mr. Grossman and Dr. Oliver presenting the proposed community college, and
 - An ad-hoc committee was formed to discuss the possible withdrawal of Millcreek Township School District
- Director Report — Aldo Jackson
- Solicitor Report — Timothy Sennett
 - Verbally reported that also as solicitor for Millcreek Township School District he and the Knox Law Firm can not represent Erie County Technical School or Millcreek Township School District in any dispute, and
 - Recommended a pro-active review of the Articles of Agreement
- High School Principal Report — Joe Tarasovitch
- RCTC Report — Mary Ellen Camp
- Facilities Report — Steve Sceiford
- Technology Report — Jeff Smith
- Instructional Support Services Report – Pat Holland and Jan Kennerknecht
(Copy of each report is filed with the official minutes)

Regular Meeting

Call to Order

Mr. Bucksbee, Chairperson, called the regular meeting to order at 7:07 pm

Moment of Reflection and 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	

Other staff present

<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

Minutes of August 26, 2010

Motion to accept the minutes of the August 26, 2010 meeting as presented

Moved by Gainer with second by Heath

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, Elaine Shaffer, Mariea Sargent, Gary Bigwood. Tim Mientkiewicz, AFT Local 1589 president, commented about the start of the school year with the good communications between the staff and administration

Correspondence - none

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: \$ 406,463.34
 - Food Service Fund Checks and Invoices: \$ 1,381.62
 - Capital Projects Fund Checks and Invoices: \$ 22,361.31 + \$16,325.90
 - Student Activity Fund Checks and invoices: \$ 100.00
- VISA procurement card payment, as presented: \$ 53,843.54
- Treasurer's Report, as presented: August 2010 summary
- General Fund – Budget Transfers – None

Moved by Ogden, with second by Ring
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)

Robert Fisher - Student Aide, SAA-2

Motion to approve Robert Fisher as a part-time Student Aide, SAA-2, at the rate of pay of \$13.12
(probationary rate) per hour pending clearances

Moved by Duda, with second by Ring
The motion is approved with an all "ayes" voice vote

RCTC instructors for 2010-2011

Motion to approve the list of RCTC instructors for 2010-2011
Moved by Ogden, with second by Gainer
The motion is approved with an all "ayes" voice vote

Sandy Carr, Elaine Shaffer-Skills USA Advisors

Motion to approve Sandy Carr and Elaine Shaffer as Skills USA Advisors for 2010-2011 and to be paid the contractual supplemental compensation of \$1,000 each
Moved by Duda, with second by Ring
The motion is approved with an all "ayes" voice vote

Robert Craft as National Technical Honor Society advisor

Motion to approve Robert Craft as National Technical Honor Society advisor for 2010-2011 and to be paid the contractual supplemental compensation of \$500

Moved by Duda, with second by Ogden

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

Kerry Kerr - high school substitute

Motion to approve the addition of Kerry Kerr to the high school substitute list at the rate of pay of \$75.00 per day

Moved by Duda, with second by Ring

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

Sam Steever - Automotive Technology Instructor

Motion to hire Sam Steever as Automotive Technology Instructor pending clearances to begin on or after October 4, 2010 at Column A/B step 10 salary of \$42,508 prorated for the remaining days in the year

Moved by Duda, with second by Ogden

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

Operations

Administrative Reports- (work session)

Priority Action Plans

2010-2011 Priority Action Plans- update—Aldo Jackson

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

Student Field Trips and Fundraising (Policy 121)

Motion to approve the following Field Trips and Fundraising:

- SkillsUSA Fund raising for competitions and community service, as listed

Moved by Duda, with second by Ring

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

- School-wide community fund raiser "Walk for Wishes" to benefit the Make-A-Wish Foundation scheduled for October 29, 2010

Moved by Ring, with second by Duda

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

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

Other Operations

OAC Membership List

Motion to approve the OAC Membership List for school year 2010-11, as presented

Moved by Duda, with second by Ring

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

(Copy of list is filed with the official minutes)

Donation- Eriez Magnetics

Motion to accept current and future donations of scrap metal from Eriez Magnetics to be used in the MTF lab

Moved by Ring, with second by Duda

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

Other Business - None

Supplemental Information

- Board Attendance Report
- High School Program Enrollment Report-Joe Tarasovitch
- CAEP-Career and Alternative Education Program enrollment- Joe Tarasovitch
- RCI- Program Enrollment Report- Joe Tarasovitch
- Business Partnership Contacts – Elaine Shaffer
- Work Experience Report-Elaine Shaffer
- Admissions Coordinator Report-Lisa Sorensen
(Copy of each is filed with the official minutes)

- Next meeting: Thursday, October 28, 2010

Adjournment-Joint Operating Committee meeting

Moved by Ogden to adjourn the meeting

Mr. Bucksbee, Chairperson, adjourned the regular meeting at 7:35 pm

Minutes prepared by,

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