Erie County Technical School

Joint Operating Committee - Meeting Minutes

Thursday, April 26, 2012

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

- Meet the Teacher Event and Dinner - 5:00 pm until 6:30 pm

Regular Meeting

Call to Order

Mr. Bucksbee, Chairperson, called the regular meeting to order at 7:00 pm.

Moment of Reflection and Pledge of Allegiance

Roll Call

Paul Fritz, 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	
Brian Rogala	Iroquois	x	
John DiPlacido	Millcreek	x	
David Rodgers	North East	x	
Sam Ring	Northwestern	x	
Jennifer Gourley	Union City	x	
Eric Duda	Wattsburg	x	

Administrative Staff

Administrator:	Position	Present	Absent
James Tracy	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	
Steve Sceiford	Facilities Manager	x	
Jeff Smith	Technology Manager	x	
Pat Holland	Supervisor of Student Services	x	
Jan Kennerknecht	Supervisor of Student Services	x	

- Natural gas industry –presentation of adult training program and agreement
    - Institute for High Priority Occupations, LLC**,** (IHPO) - Dennis Dull
    - The Friends of Marcellus Shale- Michael Forgione
        - RCTC training program for adults
            - 4 week training program, tuition cost to students, currently $3,880
            - IHPO provides instructor and curriculum
            - RCTC provides classroom space
            - IHPO receives 90% of tuition

Meeting Minutes

Minutes of March 22, 2012
Minutes of March 27, 2012

Motion to accept the minutes of the March 22, 2012 regular meeting and March 27, 2012 Budget Committee meeting as presented
Moved for approval by Duda with second by Foyle
The motion is approved with an all "ayes" voice vote
(Copies are filed with the official minutes)

Guests and Public Comment

Guests signed in and present: Patrick Spurlock, Ariane Kramer, Charlie Lytle, Andrea Lucarotti, and Lisa Sorensen. Others present: Tim Mientkiewicz, Bob Craft, Dave Yanosko, Brian Van Houser, Alan Mosko

Correspondence

- Letters- Construction Trades – (copies 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, as presented:

- Revenue and Expenditure Reports:
    - General Fund
    - Food Service Fund
    - Capital Reserve Fund
    - Student Activities Report
- Checks and Invoices:
    - General Fund Checks, Wire Transfers and Invoices: $442,471.42
    - Food Service Fund Checks and Invoices: $2,452.70
    - Capital Projects Fund Checks and Invoices: $ 0.00
    - Student Activity Fund Checks and invoices: $4,036.84
- VISA procurement card payment: $ 33,958.43
- Treasurer's Report: March 2012
- General Fund – Budget Transfers – None

All business items moved for approval by Gainer, with second by Rogala
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)

Retirement - Ursula Olson-Gern, SAA-1

Motion to accept the retirement of Ursula Olson-Gern, Student Assistant Aide, as of April 30, 2012
Moved for approval by Duda with second by Heath
The motion is approved with an all "ayes" voice vote

Uncompensated leave of absence - Mike Senger, C-2

Motion to approve the uncompensated leave of absence for Mike Senger, C-2-Custodian, effective March 26, 2012
Moved for approval by Gainer with second by Foyle
The motion is approved with an all "ayes" voice vote

Operations

Administrative Reports

- Superintendent Report– James Tracy, Girard School District, verbal report included:
  - PAC meeting presentations included
    - 2012-13 General Fund Budget
    - 2012-13 Applications report
    - IU Financial Statements
    - Discussion of Erie City SD students attending ECTS – PAC will revisit
    - IU Charter school students already have opportunity to attend ECTS
- Director Report — Aldo Jackson
- Solicitor Report — Timothy Sennett – verbally reported:
  - Review of IHPO agreement
  - Review of Transition Center Program agreements for 2012-13
- High School Principal Report — Joe Tarasovitch
- Facilities Report — Steve Sceiford
- Technology Report — Jeff Smith
- Instructional Support Services Report – Pat Holland and Jan Kennerknecht

  (Copy of each is filed with the official minutes)

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

Hewitt- SAS training – Cary, NC

Motion to approve the travel of Roach Hewitt to Cary, NC for SAS Programming training from June 25-29, 2012 at an estimated cost of $1,626
Moved for approval by Duda with second by Gainer
The motion is approved with an all "ayes" voice vote

Student Field Trips, Fundraising, Community Activities (Policy 121, 229, 230, 910)

Transition Program – Erie hotels

Motion to approve field trip request for Transition Center students to travel to local hotels, May 8, 2012, no cost and will share bus with THM students
Moved for approval by Duda with second by Heath
The motion is approved with an all "ayes" voice vote

SkillsUSA – Kansas City, MS

Motion to approve the field trip request for Devanie Brown, student, and Jennifer Brown, parent, to Kansas City, Missouri from June 22 to June 29, 2012 to attend the SkillsUSA National Competition
Moved for approval by Duda with second by Gainer
The motion is approved with an all "ayes" voice vote
(Cost to General Fund estimated to be $1,921)

Facility Use Requests – Profit Making Organizations (Policy 707) – **None**

Other Operations

2012-2013 General Fund Budget

Motion to recommend adoption by the participating districts of the 2012-2013 General Fund Budget that includes participating district contributions of $3,643,946 and total expenditures of $6,144,771
Moved for approval by Ring with second by Gainer
The motion is approved by voice vote with ten (10) voting "Yes" (Foyle, Ogden, Heath, Bucksbee, Gainer, Rogala, Rodgers, Ring, Gourley, and Duda), and one (1) Voting "No" (DiPlacido)
(Copy of budget is field with the official minutes)

Exterior painting contract- Beals-McMahon

Motion to award the exterior painting contract to Beals-McMahon in the amount of $67,620 for the base bid as specified
Moved for approval by Duda with second by Gainer
The motion is approved with an all "ayes" voice vote
(Copies of the bids specifications and contract are filed with the official minutes)

Other Business

Board Policy Review

- Administrative review: Sections 800-Operations and 900-Community

Board Action Items

- List reviewed by Aldo Jackson (Copy of list and actions filed with meeting official minutes)

IHPO training agreement-Certified Oil and Gas Technician

Motion to authorize the Director and Solicitor to negotiate and finalize an agreement with Institute for High Priority Occupations, LLC for a certified oil and gas technician training program, as presented during the work session
Moved for approval by Ring with second by Ogden
The motion is approved with an all "ayes" voice vote
(Copy of agreement is filed with the official minutes)

Supplemental Information

- JOC Member Attendance Report
- Secondary Program Enrollment Report — Joe Tarasovitch
- Work Experience Report — Elaine Shaffer
- Business Contacts Report — Elaine Shaffer
- Admissions Report — Lisa Sorensen
- Disabled Population Reports: District and Program - Pat Holland

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

- Next meeting: Thursday, May 24, 2012

Executive Session to discuss Administrative Act 93 Plans

Mr. Bucksbee, Chairperson, called an Executive Session at 8:45pm to discuss the Administrative Act 93 Benefit and Compensation Plans

Mr. Bucksbee, Chairperson, called the Regular Meeting to order at 10:37 pm

Memorandum of Understanding- 2011-12

Motion to approve the Memorandum of Understanding as discussed in the Executive Session that terminates the current benefit and compensation plans for both the Business Manager and Administrative Staff, on June 30, 2012
Moved for approval by Foyle with second by Gainer
The motion is approved by voice vote with ten (10) voting "Yes" (Foyle, Ogden, Heath, Bucksbee, Gainer, Rogala, DiPlacido, Rodgers, Ring, and Gourley), and one (1) Voting "No" (Duda)
(Copy of memorandum of understanding is filed with the official minutes)

Administrative Benefit and Compensation Plans – 2012-13

Motion to approve the Business Manager and Act 93 Administrative Benefit and Compensation Plans as discussed in the Executive Session effective July 1, 2012 through June 30, 2013
Moved for approval by Ogden with second by Foyle
The motion is approved by voice vote with nine (9) voting "Yes" (Foyle, Ogden, Heath, Bucksbee, Gainer, Rogala, DiPlacido, Rodgers, and Gourley), and two (2) Voting "No" (Ring and Duda)
(Copies of benefit and compensation plans are filed with the official minutes)

Adjournment

Moved by Ogden, with second by Rogala to adjourn the meeting
Mr. Bucksbee, Chairperson, adjourned the meeting at 10:40 pm

Minutes prepared by,

Paul D. Fritz, Secretary
Joint Operating Committee