Erie County
Technical
School

Joint Operating Committee - Meeting Minutes

Thursday, March 22, 2012

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

Work Session – 6:00 pm

2012-2013 Budget – Discussion of Proposed Reductions
Aldo Jackson, Director, presented a list of possible reductions to the proposed 2012-13 General Fund Budget, as requested by the JOC at their February 23, 2012 meeting. (Summary list below, with details and supporting documentation filed with the official meeting minutes)

1	IU5 WAN	$21,500
2	Technology Technician-2 Position (FT to PT)	$32,732
3	SchoolDESX annual license	$5,900
4	Professional Personnel	$116,664
5	Act 93 Concessions	$29,213
7	Budgetary Reserve	$50,000
6	Professional Unit Wage Freeze	$41,545
8	Equipment Purchases	$41,600
9	Reduction in Supplies Accounts (610s)	$29,795
10	Elimination of Travel (580s)	$14,750
11	Reduction in Dues/Memberships (810s)	$11,767
12	Elimination of Guidance Supplementals	$14,938
13	Reduce 228-day Administrators to 223 days	$9,871
14	Reduce 223-day Administrators to 218 days	$9,871
15	Reduce faculty contract 2 days	$17,832
	List Total	$447,978

- After much discussion the committee reached consensus that items numbered 1, 2, 3, 5, 7 and 8 totaling $180,945 should be considered as reductions

- A committee of Ring, Ogden, Duda, Foyle and Bucksbee will meet to further discuss selected budget items including list numbers 9, 10, 11, and 12. That meeting is scheduled for March 27, 2012 at 5:00 pm at the Technical School. The meeting will be advertised and posted as a public meeting as all members of the JOC are invited to attend.

Regular Meeting

Call to Order

Mr. Bucksbee, Chairperson, called the regular meeting to order at 7:35 pm. Mr. Bucksbee announced that an executive session will be held immediately after adjournment of the regular meeting for the purpose of discussing personnel issues and the proposed Act 93 compensation plan

Moment of Reflection and Pledge of Allegiance

DiPlacido- Millcreek

Motion to accept the appointment of John DiPlacido as representative of Millcreek Township School District
Moved for approval by Duda with second by Heath
The motion is approved with an all "ayes" voice vote

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	

Meeting Minutes

Minutes of February 23, 2012

Motion to accept the minutes of the February 23, 2012 meeting as presented
Moved for approval by Rodgers with second by Foyle
The motion is approved with an all "ayes" voice vote
(Copy is filed with the official minutes)

Guests and Public Comment

Guests signed in and present: Rosann Barker, Mariea Sargent, Ariane Kramer. Elaine Shaffer, Roach Hewitt, Rosanne Gangemi, Dave Yanosko, Sandra Carr, Shirley Braddock, Mark Clickett, Lisa Sorensen, Andrea Lucarotti, Patrick Spurlock, Nathan Ayers, Alex Stroup, Robert Craft, Phylis Theurkauf, Donna Erdman, Gary Bigwood, Pamela Lasher, Felix Folletti, Rick Winschel, Rob Suprynowicz, Nancy Yanosko, Joe Salorino, Tim Mientkiewicz, Dale Sanders, Scott Fisher, Nate Schreiber, Charlie Lytle,Don Hofmeister, Mark Cyphert

Guest who commented regarding alteration of programs being considered: Chip Folletti, Tim Mientkiewicz, Dave Yanosko, Charlie Lytle, Rosann Barker, and Ariane Kramer

Correspondence

- American Design Drafting Association-DDE curriculum certification
- District Superintendents- Support for staff and budget reductions
  - Solicitor referred to School Code Section 1124 requirements for curtailment and alteration of programs and that PDE has withdrawn their Basic Education Circular (BEC) outlining guidelines for approvals. Therefore approvals for curtailment and alterations will be approved by PDE, as requested.
- Construction Trades- letters of support

(Copy 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, 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: $513,367.37
  - Food Service Fund Checks and Invoices: $ 2,535.38
  - Capital Projects Fund Checks and Invoices: $ 0.00
  - Student Activity Fund Checks and invoices: $ 1,146.25
- VISA procurement card payment: $ 39,872.26
- Treasurer’s Report: February 2012
- General Fund – Budget Transfers – None

All business items moved for approval by Ogden, with second by Heath
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)

Leave of absence - Trish Hodas

Motion to approve the uncompensated leave of absence for Trish Hodas for the remainder of the 2011-2012 school year, effective April 6, 2012
Moved for approval by Duda with second by Ogden
The motion is approved with an all "ayes" voice vote

Heather Beck - part-time secretary (S-3)

Motion to hire Heather Beck as part-time secretary (S-3) at the rate of $13.07 per hour pending clearances effective March 26, 2012
Moved for approval by Duda with second by Ogden
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
    - IU5 – RCI reduced budget and lower cost to participating districts
    - ECTS Enrollment and applications report
    - 12-13 General Fund Budget-possible budget reduction list
      - Letter to be sent to JOC supporting recommended staffing reductions
- Director Report — Aldo Jackson
  - Board Action Item
    - Report distributed: Admission Analysis 2012-13 and Marketing Plan Participation (Copy filed with the official minutes)
- Solicitor Report — Timothy Sennett – no report
- High School Principal Report — Joe Tarasovitch
- Facilities Report — Steve Sceiford
- Technology Report — Jeff Smith
- Instructional Support Services Report – Pat Holland and Jan Kennerknecht

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

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

Student Field Trips and Fundraising

Motion to approve the following Student Field Trips and Fundraising:

- MTF- travel to McShane Welding, Erie, PA, 4/11/12, cost of bus
- CNT-travel to Training Facility of the Regional Carpenters Union, Coraopolis, PA, May 11, 2012, cost of bus
- GRA/ADS-travel to Edinboro University, 5/3/12, cost of bus

All moved for approval by Duda, with second by Ring
The motion is approved with an all "ayes" voice vote

Student volunteers - Erie County Special Olympics

Motion to approve student volunteers for an Erie County Special Olympics event, Girard High School, April 21, 2012
Moved for approval by Heath, 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

Purchase Lab-Volt training systems-FMT

Motion to purchase Lab-Volt training systems from Educational Solutions Enterprises, Effort, PA, in the amount of $51,697, per their quote dated March 15, 2012, to be used in the Facility Maintenance program, contingent upon approved funding through the Secondary Perkins Local Plan
Moved for approval by Duda, with second by Rodgers
The motion is approved with an all "ayes" voice vote

Other Business

Board Policy Review

Administrative staff has reviewed Sections 600-Finances, 700-Property

Board Action Items

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

- Report distributed: Admission Analysis 2012-13 and Marketing Plan Participation
  (Copy filed with the official minutes)

- Added item- budget review – March 27, 2012 meeting scheduled (see work session)

Erie City SD and IU5 Charter - added action items

Moved by Ring, with second by Ogden to add an action item to:

- Ask the district superintendents (PAC) to work with the Erie City School District superintendent to enroll city students in ECTS classes not offered at Erie City SD, and
- To market ECTS courses to IU5 charter school students

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

Tabled Budget

Reminder-motion tabled at January 26, 2012 meeting:

- Motion to approve the 2012-2013 General Fund Budget that includes district contributions in the amount of $3,815,770 and recommend adoption by the participating districts

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
- Statement of Financial Interests- 2011, State Ethics Commission Form SEC-1
- Pre-Apprenticeship Training Program
- Career Exploration Project
- Marketing Plan Participation—Preliminary Data

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

- Next meeting: **Thursday, April 26, 2012**

Executive Session-personnel

Mr. Bucksbee called for an executive session of the Committee to be held after the adjournment of the Regular Meeting to discuss personnel and Act 93 Administrative Compensation.

Adjournment

Moved by Ogden, with second by Duda to adjourn the meeting
Mr. Bucksbee, Chairperson, adjourned the meeting at 9:00 pm

Minutes prepared by,

Paul D. Fritz, Secretary
Joint Operating Committee