8500 Oliver Road, Erie, PA 16509

Joint Operating Committee - Meeting Minutes

Thursday, January 24, 2013

Worksession-6:03pm

- Dr. Jackson began by recognizing JOC members as part of School Director Recognition Month. Each JOC member was thanked for their service and presented with an ECTS candy jar and certificate of appreciation.
- Dr. Jackson presented on career plans and promising industries designed to plot Pennsylvania high priority occupations against student interest.
    - Based on a survey conducted of 9th graders visiting ECTS, health science was both high in student interest and a high priority occupation. Other clusters with somewhat high to medium student interest and high or medium opportunity occupations were transportation, distribution & logistics, human services, manufacturing, architecture & construction, and business management & administration.
    - Data was presented on average annual growth between 2008 and 2018 of Pennsylvania employment by career pathways.
    - Applications received in 2011-12 were plotted against Pennsylvania high priority occupations. Health Science received high student interest and was classified as a high priority occupation.
- Dr. Jackson presented information on a scenario that recently surfaced regarding credit reimbursement and the PELL grant. The discussion focused around the spirit of the policy versus the letter of the policy. After reviewing the scenario along with Policy 433 and the associated contract language from the Master Contract with the teachers, the recommendation on council was to reimburse for credit hours at the specified rate regardless of alternate funding sources or actual cost per credit hour. Administration was directed to reimburse accordingly. It was decided that the policy and contract language would be reviewed during the next contract negotiations.
- Mr. Bucksbee introduced Carl Moore, who was serving as solicitor for the meeting in the absence of Timothy Sennett. Mr. Moore provided a brief summary of his background and his work with other area schools.
- Ms. Jones presented information on the PSERS contribution rate and expense projections through 2017-2018 and the amount of the PSERS assigned fund balance available to use to fund future PSERS increases.
    - The PSERS assigned fund balance is expected to be $225,250 by June 30, 2014
    - PSERS rates are estimated to be above 8% though 2041 with rates increases to 29.15% by 2017
    - If ECTS were to fund PSERS increases above 8% with PSERS assigned fund balance through 2017-2018, it would require a PSERS assigned fund balance of $2,484,453

Call to Order

Mr. Bucksbee, Chairperson, called the regular meeting to order at 7:26pm.

Moment of Reflection and Pledge of Allegiance

Roll Call

Marcia Jones, 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	

Administrators:	Position:	Present	Absent
James Tracy	Superintendent of Record		x
Aldo Jackson	Director	x	
Carl Moore	Solicitor	x	
Joseph Tarasovitch	Principal		x
Marcia Jones	Business Manager	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 December 18, 2012

Motion to accept the minutes of the December 18, 2012 meeting as presented.
Moved for approval by Foyle with second by Heath
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: Elaine Shaffer, Bob Craft, Mariea Sargent, and Rosanne Gangemi

- Mariea Sargent passed out the Drafting & Design quarterly newsletter and discussed the success of the comprehensive architecture project

Correspondence

- Shirley Braddock, SAA-1 Instructional Assistant, letter regarding notice of intent to retire during 2013-2014
- Patricia Palo, Guidance Coordinator, letter regarding notice of intent to retire during the 2013-2014
- Rosanne Gangemi, SAA-1 Instructional Assistant, letter regarding notice of intent to retire during 2013-2014
- Department of the Auditor General letter regarding Audit Review Conference scheduled on January 24th at 10 am
  (Copy of each filed with official minutes)

Business

Report - Business Manager – Marcia Jones
(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: December 2012
  - General Fund
  - Food Service Fund
  - Capital Reserve Fund
  - Student Activities Report
- Checks and Invoices:
  - General Fund Checks and Wire Transfers: $419,020.54
  - Invoices Payable: $36,041.12
  - Food Service Fund Checks and Wire Transfers: None
  - Invoices Payable: $1,388.58
  - Capital Projects Fund Checks and Invoices: None
  - Student Activity Fund Checks and invoices: $3,454.35
- VISA procurement card payment:
  - December: $45,741.88
- Treasurer’s Report: December 2012
- General Fund – Budget Transfers –None

All business items moved for approval by Duda, with a second by Ogden
The motion is approved with an all “ayes” voice vote
(Copy of each item is filed with the official minutes)

Visa Purchase Cards-Jones, Von Volkenburg

Motion to approve Marcia Jones and Del Von Volkenburg as a VISA purchasing card users and with monthly spending limits of $20,000 and $15,000 respectively
Moved for approval by Duda, with a second by Gainer
The motion is approved with an all "ayes" voice vote

Human and Quality Resources

Report—Coordinator of Human and Quality Resources – Natalie Fatica
(Copy filed with the official minutes)

Resignation-Hart

Motion to accept the resignation of Tyler Hart, C-2 custodian, effective January 25, 2013
Moved for approval by Heath, with a second by Duda
The motion is approved with an all "ayes" voice vote

RCTC Instructors-Winklebauer, Munoz

Motion to employ John Winklebauer and Jennifer Munoz at the rate of $25.00 per hour as RCTC instructors
Motion for approval by Heath, with a second by Duda
The motion is approved with an all "ayes" voice vote

DACUM Services-Kennerknecht

Motion to approve the payment of $414.40 per day for up to three (3) days during the 2012-2013 school year to Jan Kennerknecht for DACUM services provided to the Corry School District
Moved for approval by Heath, with a second by Duda
The motion is approved with an all "ayes" voice vote

Custodian-Coleman

Motion to hire Sharon Colemen as a part-time custodian at the probationary rate of $13.63 per hour beginning on or after January 25, 2013
Moved for approval by Heath, with a second by Duda
The motion is approved with an all "ayes" voice vote

Salary Change-Lucarotti

Motion to increase Andrea Lucarotti's salary to Column "C" step 16 at the rate of $48,231 effective for the remainder of the 2012-2013 school year
Moved for approval by Heath, with a second by Duda
The motion is approved with an all "ayes" voice vote

Regular Employment Status-Cree, Fenner

Motion to grant regular employment status to Analee Cree and Jessica Fenner effective December 25, 2012 at $13.91 per hour
Moved for approval by Heath, with a second by Duda
The motion is approved with an all "ayes" voice vote

Retirement-Hofmeister

Motion to accept the retirement of Don Hofmeister, Electrical Engineering Technologies Instructor, effective June 14, 2013
Moved for approval by Heath, with a second by Duda
The motion is approved with an all "ayes" voice vote

Operations

Administrative Reports

- Superintendent Report– James Tracy was absent due to the attending a conference. Dr. Jackson stated that there was not a January meeting of the superintendents so there was nothing to report at this time.
- Director Report — Aldo Jackson
- Solicitor Report — Carl Moore, verbally reported on the Public Employment Verification Act
- High School Principal Report — Joe Tarasovitch
- Facilities Report — Steve Sceiford
- Technology Report — Jeff Smith
- Instructional Support Services Reports - Jan Kennerknecht and Pat Holland

(Copy of each printed report is filed with the official minutes)

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

Student Field Trips and Fundraising, (Policy 121, 229, 230)

Field Trips

Motion to approve the following Fund Raising and Field Trips:

- Field Trip Request-Precision Machining; January 28, 2013; Ameridrives/Suburban Tool
- Field Trip Request-Computer Programming; February 8, 2013; Erie Business Center
- Field Trip Request-Automotive Technologies; February 1, 2013; Erie Bayfront Convention Center
- Field Trip Request-Hospitality; Week of February 18, 2013; Peek'n Peak Resort
- Field Trip Request-Auto Body Repair; TBD; Bonnell's Hot Rod Shop and Collision Repair
- Field Trip Request-Drafting and Design and Computer Programming; February 2013; Caplugs
- Field Trip Request-Metal Fabrication; March 8, 2013; McShane Welding
- Field Trip Request-Construction Trades; May 10 or 17, 2013; Pittsburgh Training Center

All moved for approval by Duda, with a second by Heath
The motions are approved with an all "ayes" voice vote

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

Other Operations

2013-2014 General Fund Budget

Motion to approve the 2013-2014 General Fund Budget that includes district contributions in the amount of $3,643,946 and recommend adoption by the participating districts
Moved for approval by DiPlacido, with second by Foyle
The motion is approved by voice vote with eight (8) voting "Yes" (Foyle, Ogden, Heath, Bucksbee, Gainer, DiPlacido, Gourley, and Duda), and one (1) voting "No" (Ring)
(Copy of budget is filed with official minutes)

Surplus-Various Items

Motion to approve the property and supplies identified in the descriptive lists as surplus and available for disposal
Moved for approval by Ogden, with a second by Duda
The motion is approved with an all "ayes" voice vote
(Copy of lists are filed with official minutes)

Bid Award-Welder's Supply

Motion to award the bid proposal from Welders Supply for the purchase of specified welding equipment in the amount of $65,385.50
Moved for approval by Gainer, with a second by Duda
The motion is approved with an all "ayes" voice vote

Accept Donation-2012 Volkswagen Passat

Motion to accept the donation of a 2012 Volkswagen Passat from the Volkswagen Group of America, Inc
Moved for approval by Foyle, with a second by Gainer
The motion is approved with an all "ayes" voice vote

Other Business

- Board Action Items – log presented for review (Copy of list and actions filed with official minutes)

Supplemental Information

- JOC Member Attendance Report-prior 12 months
- Secondary Program Enrollment Report
- Transition Center Enrollment Report & Career Alternative Education Report
- Disabled Population by District
- Disabled Population by Program
- Business Contacts Report
- Work Experience Report
- Admissions Coordinator Report

- ECTS Application Thank You Postcard
- Pride Students of the Month-January 2013
- Child Nutrition Menu Certification
- Statement of Financial Interests-Due May 1st
- Holiday Food Baskets for ECTS Students
- 2013 ECTS SkillsUSA District Competitors
- Promising Industries & Career Plan Process

  (Copy of each supplemental item is filed with the official minutes)
- Next meeting: Thursday, February 28, 2013

Adjournment

Moved by Ogden to adjourn the meeting
Mr. Bucksbee, Chairperson, adjourned the meeting at 8:06pm.

Mr. Bucksbee, Chairperson, called an executive session to discuss Act 93 parameters. Executive session was entered at 8:20pm and concluded at 8:24pm.

Minutes prepared by,

Marcia Jones, Secretary
Joint Operating Committee