Erie County Technical School

8500 Oliver Road, Erie, PA 16509

Joint Operating Committee - Meeting Minutes

Thursday September 27, 2012

Work Session- 6:10 pm

- Recognition of 2011-2012 Exemplary Students, presentation by Joe Tarasovitch, Principal
  - Brian Palmer, ABR, Iroquois
  - Joe Tallman, ABR, General McLane
  - Nicholas Scott, CMP, Harbor Creek
  - Michala Flak, COS, Fort LeBoeuf
  - James Mattson, EET, Girard

- Home School Recruitment Presentation by Lisa Sorensen, Admissions Coordinator

Regular Meeting

Call to Order

Mr. Bucksbee, Chairperson, called the regular meeting to order at 7:25 pm.

Moment of Reflection and Pledge of Allegiance

Roll Call

Natalie Fatica, Assistant 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	

Timothy Sennett	Solicitor	x	
Joseph Tarasovitch	Principal	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 August 23, 2012

Motion to accept the minutes of the August 23, 2012 meeting as presented
Moved for approval by Duda with second by Gainer
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: Marcia Jones, Mariea Sargent, Elaine Shaffer, Robert Craft, Mark Clickett, Rosanne Gangemi- no comments

Correspondence-None

Business

Report - Business Manager – Aldo Jackson
(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: August 31, 2012
  - General Fund
  - Food Service Fund
  - Capital Reserve Fund
  - Student Activities Report
- Checks and Invoices:
  - General Fund Checks, Wire Transfers and Invoices:
    - Batch 1: $193,786.17
    - Batch 2: $57,590.34
    - Batch 3: $330.08
  - Food Service Fund Checks and Invoices: $10.76
  - Capital Projects Fund Checks and Invoices:
    - Batch 1: $4947.00
    - Batch 2: $832.70
  - Student Activity Fund Checks and invoices: $100.00

- VISA procurement card payment: $28,508.25
- Treasurer's Report: August 2012
- General Fund – Budget Transfers –None

Motion to approve all but the Treasurer's Report, which is to be revised for next month, by Rogers with second by Duda
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)

NVTHS Advisor-Craft

Motion to approve Bob Craft as National Technical Honor Society Advisor for the school year 2012-2012 with a $500.00 stipend
Moved for approval by Duda with second by Ogden
The motion is approved with an all "ayes" voice vote

Job Description-First Aid Attendant

Motion to approve the job description for the First Aid Attendant. (Copy filed with the minutes)
Motion for approval by Gainer with second by Duda
The motion is approved with an all "ayes" voice vote

First Aid Attendant-States

Motion to approve $1800.00 stipend to Sherry States for performing the duties of First Aid Attendant for the 2012-2013 school year
Moved for approval by Duda with second by Gainer
The motion is approved with an all "ayes" voice vote

Technology Technician-Goodwill

Motion to employ Taylor Goodwill as a part-time Technology Technician beginning on or after September 28, 2012 pending clearances at the rate of pay of $15.21 per hour
Moved for approval by Duda with second by DiPlacido
The motion is approved with an all "ayes" voice vote

Operations

Administrative Reports

- Superintendent Report– James Tracy, Girard School District, verbally reported information from the superintendents meeting
  - Adult Diploma Program
  - Enrollment in the Transition Center
  - Transition Center Aide
  - CAEP enrollments
  - ECTS enrollment
- Director Report — Aldo Jackson

- Solicitor Report — Timothy Sennett – no report
- 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, Fundraising, Community Activities (Policy 121, 229, 230, 910)

Motion to approve the following Fund Raising, Community Activities and Field Trips:

1. Fund Raising and Community Service Requests—SkillsUSA 2012-2013
2. Field Trip Request—Drafting & Design; October 2012; City of Erie
3. Field Trip Request—Electrical Engineering & Electronics; December 14, 2012; Triangle Tech
4. Field Trip Request—Electrical Engineering, Electronics, Facility Maintenance; October 5, 2012; Northwest Rural Electric Co-op
5. Field Trip Request—Cosmetology; October 22, 2012; Local Salons

All moved for approval by Duda with second by Gainer
The motions are approved with an all “ayes” voice vote

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

Other Operations

Board Policy 249 Cyber bullying

Motion to reapprove Board Policy 249-Bullying/Cyber bullying
Moved for reapproval by Duda with second by Gainer
The motion is approved with an all “ayes” voice vote

Surplus Supplies-Preschool

Motion to approve the surplus supplies from our preschool as available for disposition
Motion for approval by Duda with second by Gainer
The motion is approved with an all “ayes” voice vote

Board Policy-Approval

Motion to approve the following policies without a first reading

- Policy 005-Organization
- Policy 006-Meetings
- Policy 101-Philosophy of Education/Mission Statement
- Policy 125-Adult Education
- Policy 217-Graduation Requirements
- Policy 523-Smoke Free Environment

Motion for approval without first reading by Ogden, second by Duda
The motion is approved with an all “ayes” voice vote

Other Business

- Board Action Items – log presented for review

Supplemental Information

- JOC Member Attendance Report-prior 12 months
- Secondary Program Enrollment Report — Joe Tarasovitch
- Transition Center Enrollment Report
- Career Alternative Education Enrollment Report
- Disabled Population by District
- Disabled Population by Program
- Business Contacts Report
- Work Experience Report
- First Days at ECTS video
- College Ready, Career Skilled, Innovation Fueled-Pennsylvania Career and Technical Education

- Next meeting: Thursday, October 24, 2012

Adjournment

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

Minutes prepared by,

Natalie Fatica, Assistant Secretary
Joint Operating Committee