



8500 Oliver Road, Erie, PA 16509

**Joint Operating Committee - Meeting Minutes**

**March 22, 2018**

**Work session - 6:05 p.m.**

- The Erie County Technical School Foundation Meeting was conducted during the work session
- Mr. Joseph Tarasovitch, Interim Director, discussed the results of Procedure 126, Enrollment Review
- An Executive session was held from 6:44 p.m. to discuss personnel matters
- The work session for the Joint Operating Committee ended at 7:36 p.m.

**Call to Order**

Mr. Foyle, JOC President called the regular meeting to order at 7:37 p.m.

**Moment of Reflection and Pledge of Allegiance**

**Roll Call**

Terri Birchard, Board Secretary, called the roll:

<b><u>Committee members:</u></b>	<b><u>District:</u></b>	<b><u>Present</u></b>	<b><u>Absent</u></b>
Andrew Foyle	Fairview	X	
John Ogden	Fort LeBoeuf	X	
Dennis Olesnanik	Girard	X	
James Bucksbee	General McLane	X	
Justin Gallagher	Harbor Creek	X	
Edward Rickrode	Iroquois	X	
John DiPlacido	Millcreek	X	
Andrew Fynan	North East	X	
Sam Ring	Northwestern	X	
David Fox	Union City	X	
Eric Duda	Wattsburg		X

<b><u>Administrators:</u></b>	<b><u>Position:</u></b>	<b><u>Present</u></b>	<b><u>Absent</u></b>
Kenneth Berlin	Superintendent of Record	X	
Joe Tarasovitch	Interim Director	X	
Atty. Chris Sennett	Solicitor	X	
Dale Lewis	Interim Principal	X	
Terri Birchard	Business Manager	X	
Natalie Fatica	Human & Quality Resources Coordinator	X	
Del VonVolkenburg	Facilities Manager	X	
Jeff Smith	Technology Manager	X	
Pat Holland	Supervisor of Student Services	X	
Sandy Carr	Supervisor of Student Services	X	

## Meeting Minutes

**Minutes of February 22, 2018**

Motion to accept the minutes of the February 22, 2018 meeting as presented

Moved for approval by Rickrode, with second by DiPlacido

The motion is approved with an “ayes” voice vote

(Copy is filed with the official minutes)

### Guests and Public Comment – Items related to the Agenda

Guests signed in and present: Elaine Shaffer, Mike Miller, Mariea Sargent, Jerry Sargent, Tracy Massello, Kayla Noonan, Lisa Sorensen, Gina Zona, Joe Salorino, Rob Suprynowicz, Donna Erdman, Sam Steever

Mr. Marty Burnham, President of AFT 1589, addressed the group encouraging consideration for contract resolution

### Correspondence - None

#### Business

Report - Business Manager – Terri Birchard

(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: February 2018
  - General Fund
  - Food Service Fund
  - Capital Reserve Fund
  - Student Activities Report
- Checks and Invoices:
  - General Fund Checks and Wire Transfers: \$264,885.07
  - Invoices Payable: \$102,467.10
  - Food Service Fund Checks and Wire Transfers: \$13,662.96
  - Invoices Payable: \$14,980.43
  - Capital Projects Fund Checks and Invoices: - none
  - Invoices Payable: \$8,240.00
  - Student Activity Fund Checks: \$2,181.00
  - Invoices Payable: \$38.00
- VISA procurement card payment – \$28,092.53
- Treasurer’s Report: February 2018
- Budget Transfers – none

All business reports moved for approval by Ring with a second by Olesnanik

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)

### **Contract Agreement with the American Federation of Teachers Local**

Motion to approve the contract agreement with the American Federation of Teachers Local through June 30, 2020

Moved for approval by Bucksbee, with a second by Rickrode

A roll call vote was held with the results as follows:

Foyle – Yes	Ogden – Yes
Olesnanik – Yes	Bucksbee - Yes
Gallagher – Yes	Rickrode – Yes
DiPlacido – Yes	Fynan – No
Ring – Yes	Fox – Yes
Duda - Absent	

Motion passed with 9 “ayes” and 1 “no” roll call vote

### **Part-time Instructional Aide - Crane**

Motion to hire Heidi Crane as a part-time instructional aide at the rate of \$15.57 per hour effective March 23, 2018

Moved for approval by Ring, with a second by Olesnanik

The motion is approved with an all “ayes” voice vote

### **Operations**

#### **Administrative Reports**

- Superintendent Report– Kenneth Berlin, Wattsburg Area School District
  - Director Report — Joe Tarasovitch
  - Solicitor Report – Chris Sennett
  - High School Principal Report — Dale Lewis
  - Facilities Report — Del VonVolkenburg
  - Technology Report — Jeff Smith
  - Instructional Support Services Reports - Sandy Carr 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)

Ratification of field trips and fund raisers occurring prior to the meeting - none

Approval of upcoming field trips and fundraising requests - none

#### **Facility Use Requests – Profit Making Organizations (Policy 707)**

- Admiral Perry Dog Training Club; June 16 – 17, 2018
- Northwest Tri-County IU, July 5 – 6, 9 – 13, 2018

Moved for approval by Gallagher, with a second by Olesnanik

The motion is approved with an all “ayes” voice vote

Other Operations

- Board Action Items – Food Service Financial Report – February 2018
- An update was given about some changes in the Food Service Program regarding staffing

**Purchase of SimSpray Lab**

Motion to approve the purchase of a SimSpray Lab from Allegheny Educational Systems for \$27,400 to be used in the Auto Body Repair Lab

Moved for approval by DiPlacido, with a second by Gallagher  
The motion is approved with an all “ayes” voice vote

**Baileigh Metal Shear**

Motion to approve the purchase of a Baileigh Metal Shear from Grainger Equipment for \$38,326.32 to be used in the Metal Fabrication Lab

Moved for approval by DiPlacido, with a second by Gallagher  
The motion is approved with an all “ayes” voice vote

**Rog’s Inc. Installation and Removal Services**

Motion to approve Rog’s Inc. for the installation of the new Baileigh Metal Shear and the removal and transport of the old equipment from the Metal Fabrication Lab

Moved for approval by DiPlacido, with a second by Gallagher  
The motion is approved with an all “ayes” voice vote

**2018-2019 School Calendar**

Motion to approve the 2018-2019 school calendar

Moved for approval by Bucksbee, with a second by Rickrode  
The motion is approved with an all “ayes” voice vote

**Student Internship Agreement with Courtyard by Marriott Erie Bayfront Hotel**

Motion to approve the Student Internship Agreement with Courtyard by Marriott Erie Bayfront Hotel

Moved for approval by Ring, with a second by Gallagher  
The motion is approved with an all “ayes” voice vote

**Student Internship Agreement with Sheraton Erie Bayfront Hotel**

Motion to approve the Student Internship Agreement with Sheraton Erie Bayfront Hotel

Moved for approval by Ring, with a second by Gallagher  
The motion is approved with an all “ayes” voice vote

**Student Internship Agreement with Bayfront Convention Center**

Motion to approve the Student Internship Agreement with Bayfront Convention Center

Moved for approval by Ring, with a second by Gallagher  
The motion is approved with an all “ayes” voice vote

**Supplemental Information**

- JOC Member Attendance Report
- Secondary Program Enrollment Report
- Transition Center Enrollment Report & Career Alternative Education Report
- Disabled Population by District
- Disabled Population by Program
- Business Contacts Report – Elaine Shaffer
- Work Experience Report – Elaine Shaffer
- Admissions Coordinator Report- Lisa Sorensen - none
- Career Planning Coordinator Report – Remle Moyak
- Student of the Month- February 2018
- Statement of Financial interests –Due by May 1, 2018

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

- Next meeting: Thursday, April 26, 2018

**Guest and Public Comment – Open to General Matters - none**

**Adjournment**

Moved by DiPlacido, with a second by Gallagher to adjourn the meeting  
Mr. Foyle, Chairperson, adjourned the meeting at 8:24 pm.

Minutes prepared by,

Terri L. Birchard, Board Secretary  
Joint Operating Committee