



8500 Oliver Road, Erie, PA 16509

Joint Operating Committee - Meeting Minutes

January 25, 2018

Work session - 6:05 p.m.

- Debbie Thompson and Jacqui Catrabone of Strategy Solutions reviewed the Career Street Business Plan
- Chris Coughlin from HRLC Architects, LLC answered questions regarding the Building Renovation Project
- The Erie County Technical School Foundation Meeting was conducted during the work session
- The work sessions for the Joint Operating Committee and Foundation Board of Directors ended at 8:00 p.m.

Call to Order

Mr. Foyle, JOC President called the regular meeting to order at 8:00 p.m.

Moment of Reflection and Pledge of Allegiance

Roll Call

Natalie Fatica, Assistant Secretary, called the roll:

<u>Committee members:</u>	<u>District:</u>	<u>Present</u>	<u>Absent</u>
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	

<u>Administrators:</u>	<u>Position:</u>	<u>Present</u>	<u>Absent</u>
Kenneth Berlin	Superintendent of Record	x	
Aldo Jackson	Director	x	
Atty. Chris Sennett	Solicitor	x	
Joe Tarasovitch	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 December 19, 2017

Motion to accept the minutes of the December 19, 2017 meeting as presented

Moved for approval by DiPlacido, with second by Duda

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 - none

Guests signed in and present: Robert Eggleston III; Rosanne Gangemi; Elaine Shaffer; Kayla Noonan; Travis Woodburn; Mariea Sargent; Joe Salorino; Mary Bula; Jacqui Catrabone; Gina Zona; Donna Erdman; and Lisa Sorensen

Correspondence

Letter of intent to retire 2018 for Rosanne Gangemi, Instructional Aide

Letter of retirement on February 2, 2018 from Dr. Aldo Jackson

Business

Report - Business Manager – Ogden presented

(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 2017
 - General Fund
 - Food Service Fund
 - Capital Reserve Fund
 - Student Activities Report
- Checks and Invoices:
 - General Fund Checks and Wire Transfers: \$410,735.76
 - Invoices Payable: \$78,332.34
 - Food Service Fund Checks and Wire Transfers: \$0
 - Invoices Payable: \$26,843.51
 - Capital Projects Fund Checks and Invoices: - none
 - Invoices Payable: none
 - Student Activity Fund Checks: \$2,082.73
 - Invoices Payable: \$111.21
- VISA procurement card payment – \$30,751.74
- Treasurer’s Report: December 2017
- Budget Transfers – none

All business reports moved for approval by Duda 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)

Discharge-Sadzewicz

Motion for discharge Corey Sadzewicz effective January 9, 2018 per Article I-Section 6- Probationary Period

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

Retirement- Jackson

Motion to approve the retirement of Dr. Aldo Jackson, last day of work, February 2, 2018

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

Hire- Staab

Motion to hire Jillian Staab as a part-time custodian at the probationary rate of \$15.19 effective on or after January 29, 2018

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

Motion from the Chair-Recommend Career Assessment Center-Director’s Search

Motion to approve the a Director’s Search to be conducted by the Career Assessment Center

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

Motion from the Chair-Interim Director-Tarasovitch

Motion to approve Joe Tarasovitch as Interim Director of Erie County Technical School effective February 5, 2018

Moved for approval by Foyle, with a second by Ogden
The motion is approved with an all “ayes” roll call vote

Uncompensated Leave-Hodas

Motion to approve and Uncompensated of Absence by Trish Hodas effective January 15, 2018

Moved for approval by Duda, 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 – no meeting, no report
- Director Report — Aldo Jackson
- Solicitor Report – Tim Sennett
 - Capital outlay formula

- Non-compete for Foundation for Dr. Jackson
 - Food service termination opinion
 - High School Principal Report — Joe Tarasovitch
 - 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

- Field Trip Request – Auto Technologies- Moved for approval by Gallagher, with a second by Olesnanik

The motions are approved with an all “ayes” voice vote

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

Other Operations

2017-2018 Satellite Delivery Site Agreement-The Rural Regional College of Northern PA

Motion to approve the 2017-2018 Satellite Delivery Site Agreement with The Rural Regional College of Northern PA from January 25, 2018- August 15, 2018

Moved for approval by Fox, with a second by Duda

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

Contract- HHSDR

Motion to approve the contract with HHSDR Architects/Engineers in the amount of \$12,000 to perform an architectural/engineering services facility study for proposed additions and alterations to the ECTS and Skill Center

Moved for approval by Bucksbee, with a second by DiPlacido

A voice roll call vote was taken on this motion reflecting 7 voting for; 4 voting against The motion to ratify was approved with the following results:

The motion is approved with a roll call vote

<u>Committee members:</u>	<u>District:</u>	<u>Aye</u>	<u>Nay</u>
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

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
- Career Planning Coordinator Report – Remle Moyak
- Student of the Month- December 2017
- Director’s Priorities 2017-2018
- Statement of Financial interests –Due by May 1, 2018

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

- Next meeting: Thursday, February 22, 2018

Guest and Public Comment – Open to General Matters

Ms. Donna Erdman commented on the disappointment of no mention of the continued lack of a Professional Unit Contract among the pressing matters of ECTS.

Adjournment

Moved by Ring, with a second by Duda to adjourn the meeting
Mr. Foyle, Chairperson, adjourned the meeting at 8:54 pm.

Minutes prepared by,

Natalie Fatica, Assistant Secretary
Joint Operating Committee