



8500 Oliver Road, Erie, PA 16509

Joint Operating Committee - Meeting Minutes

February 22, 2018

Work session - 6:01 p.m.

- Steve Barrett, Career Assessment Center discussed the Director's Search Process
- Erie County Technical School's 2018-2019 budget proposal was reviewed. The proposed 2018-2019 budget reflects a 2.39% increase in overall district contributions from the prior fiscal year.
- The Erie County Technical School Foundation Meeting was conducted during the work session
- An Executive Session was called at 6:40 p.m. to discuss personnel matters
- The work session for the Joint Operating Committee ended at 8:01 p.m.

Call to Order

Mr. Foyle, JOC President called the regular meeting to order at 8:01 p.m.

Moment of Reflection and Pledge of Allegiance

Roll Call

Terri Birchard, Board 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	
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 January 25, 2018

Motion to accept the minutes of the January 25, 2018 meeting as presented

Moved for approval by Duda, with second by Ring

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: Rob Eggleston, Rosanne Gangemi, Travis Woodburn, Mike Miller, Elaine Shaffer, Mariea Sargent, Dave Yanosko, Gina Zona, Jeff Zellefrow, Lisa Sorenson, Rob Supryniewicz, Sam Steever, Marty Burnham, Donna Erdman, Joe Salorino, Lesa Scalise, Danielle Wilber

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: January 2018
 - General Fund
 - Food Service Fund
 - Capital Reserve Fund
 - Student Activities Report
- Checks and Invoices:
 - General Fund Checks and Wire Transfers: \$204,097.25
 - Invoices Payable: \$109,825.22
 - Food Service Fund Checks and Wire Transfers: \$26,843.51
 - Invoices Payable: \$13,662.96
 - Capital Projects Fund Checks and Invoices: - none
 - Invoices Payable: none
 - Student Activity Fund Checks: \$111.21
 - Invoices Payable: \$2,181.00
- VISA procurement card payment – \$30,828.56
- Treasurer’s Report: January 2018
- Budget Transfers – \$43,000 – General Fund to Capital Projects Fund per 2017-2018 Budget

All business reports moved for approval by Gallagher with a second by Fynan

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)

Director's Search Process

Motion to approve the Director's Search Process as defined by the attachment

Moved for approval by Rickrode, with a second by Bucksbee

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

Substitute Custodian - Macadory

Motion to hire JoMo Macadory as a substitute custodian at the rate of \$9.00 per hour effective on or after February 23, 2018

Moved for approval by Ogden, with a second by DiPlacido

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

- Field Trip Request – Construction Trades; PA Carpenters' Training Center; Pittsburgh, PA; May 11, 2018
- Field Trip Request – Electronics and Electrical Engineering; N.Y. Power Authority; Niagara Power Vista; May 5, 2018
- Field Trip Request – Culinary Arts; iHop Restaurant; Erie, PA; May 4, 2018
- Field Trip Request – Metal Fabrication; Advanced Welding Technologies; Erie, PA; March 20, 2018
- Field Trip Request – Early Childhood Education; Downtown YMCA Child Care Center; Erie, PA; TBD
- Field Trip Request – Early Childhood Education; Early Learning University or Mercyhurst Learning Center; TBD
- Field Trip Request – Early Childhood Education; Early Learning University and EUP Early Education Department; Edinboro University; TBD
- Field Trip Request – NTHS/All School; Peek and Peak Resort; Clymer, NY; TBD
- Field Trip Request – NTHS; Second Harvest Food Bank and SafeNet; TBD
- Field Trip Request – Computer Networking; Velocity Network Data Center; TBD
- Field Trip Request – Graphic Arts and Art and Design; Gannon University; April TBD
- Field Trip Request – Precision Machining; Technip FMC/TBD; TBD Spring 2018
- Field Trip Request – Career Planning and Professional Skills; Mercyhurst University; March 6, 2018

- Field Trip Request – Metal Fabrication; LeBoeuf Manufacturing; March 21, 2018
- Field Trip Request – Drafting and Design; DonJon Shipbuilding and Architect Michael Grab; May 2018 TBD
- Field Trip Request – Tourism and Hospitality; Cleveland Aquarium; April 9, 2018
- Field Trip Request – Health Assistant and Computer Programming; Gannon University; March 16, 2018
- Community Service Request – NTHS; Toy Collection Drive for SafeNet; March 1 – 26, 2018
- Community Service Request – NTHS; SafeNet, Second Harvest Food Bank
- Fundraising Request – NTHS; Easter egg fundraiser; March 1 – 23, 2018

Moved for approval by Duda, with a second by Ogden

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

Facility Use Requests – Profit Making Organizations (Policy 707)

- French Creek Council, Boy Scouts of America; June 18 – 22, 2018
- Erie County Pathways Alliance; First Fridays of the month

Moved for approval by Olesnanik, with a second by Gallagher

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

Other Operations

- Board Action Items – Food Service Financial Report – January 2018

2018-2019 General Fund Budget

Motion to approve the 2018-2019 General Fund Budget that includes district contributions in the amount of \$4,092,605 and recommend adoption by the participating districts

Moved for approval by Ogden, with a second by Ring

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

Interim Director – Tarasovitch

Motion to approve the resolution to authorize Joe Tarasovitch, Interim Director, to sign any and all contracts, agreements, grants and/or licenses with the Pennsylvania Department of Education

Moved for approval by Ogden, with a second by Duda

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
- Career Planning Coordinator Report – Remle Moyak
- Student of the Month- January 2018

- Statement of Financial interests –Due by May 1, 2018

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

- Next meeting: Thursday, March 22, 2018

Guest and Public Comment – Open to General Matters

Mr. Marty Burnham, AFT Local 1589 President, commented that he is hoping that an agreement can be reached soon on the professional unit contract negotiations.

Adjournment

Moved by Ring, with a second by Duda to adjourn the meeting
Mr. Foyle, Chairperson, adjourned the meeting at 8:43 pm.

Minutes prepared by,

Terri L. Birchard, Board Secretary
Joint Operating Committee