

8500 Oliver Road, Erie, PA 16509

Joint Operating Committee - Meeting Minutes

October 25, 2018

Work session - 6:00 p.m.

- The Foundation meeting was held after the Joint Operating Committee session
- The work session for the Joint Operating Committee ended at 7:01 p.m.

Call to Order

Mr. Ring, JOC President called the regular meeting to order at 6:00 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>
Scott Westcott	Fairview	x	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	
Corrie Boyd	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>
Dr. Erik Kincade	Superintendent of Record	x	
Dr. H. Fred Walker	Director	x	
Joe Tarasovitch	Principal	x	
Atty. Tim Sennett	Solicitor	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 September 27, 2018

Motion to accept the minutes of the September 27, 2018 meeting as presented

Moved for approval by Ogden with second by DiPlacido

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

(Copy is filed with the official minutes)

Guests and Public Comment – Items related to the Agenda

Guests signed in and present: Gina Zona, Rob Eggleston, Marty Burnham, Mariea Sargent, Jerry Sargent
Marty Burnham, ECTS instructor and AFT President discussed school safety concerns (copy of the transcript is filed with the official minutes)

Correspondence

- Letter from Erie Art Museum regarding donation to the Roman Glass Exhibition
- 2018 Erie's Choice Awards Winners – Best Technical School

Business

Business Manager Report – Terri Birchard, Business Manager
(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: September 2018
 - General Fund
 - Food Service Fund
 - Capital Reserve Fund
 - Student Activities Report
- Checks and Invoices:
 - General Fund Checks and Wire Transfers: \$196,680.11
 - General Fund Invoices Payable: \$126,562.91
 - Capital Projects Fund Checks: \$25,812.47
 - Capital Projects Fund Invoices Payable: None
 - Student Activity Fund Checks: None
 - Student Activity Fund Invoices Payable: None
- VISA procurement card payment - \$47,404.23
- Treasurer's Report: September 2018

All business reports moved for approval by Duda with a second by Gallagher
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)

Substitute Instructor – Noe

Motion to approve Dianna Noe as a substitute instructor in the Cosmetology Program

Moved for approval by Gallagher, with a second by Olesnanik
The motion is approved with an all "ayes" voice vote

Regular Employment Status - Bennett

Motion to grant regular employment status to Kelly Bennett effective October 1, 2018 at \$18.25 per hour

Moved for approval by Gallagher, with a second by Olesnanik
The motion is approved with an all "ayes" voice vote

Operations

Administrative Reports

- Superintendent Report– Dr. Erik Kincade – no written report
- Director Report — Dr. H. Fred Walker
- Solicitor Report – Tim Sennett – no written report
- 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) - None

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

Other Operations - None

Other Business

- Board Action Items – None

Approval of Erie County Technical School Comprehensive Plan

Motion to approve the Erie County Technical School Comprehensive Plan for the period of July 1, 2019 to June 30, 2022, as presented

Moved for approval by Gallagher, with a second by Boyd

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

Transfer of Combi-Oven unit to Girard School District

Motion to approve the transfer of the Combi-Oven unit acquired through the PDE Food Service Equipment Grant to Girard School District

Moved for approval by Gallagher, with a second by Boyd

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
- Regional Career and Technical Center Report – Susan Tatalone
- Disabled Population by District
- Disabled Population by Program
- Business Partnership Coordinator Report – Elaine Shaffer
- Work Experience Report – Elaine Shaffer
- Admissions Coordinator Report- Lisa Sorensen
- Career Planning Coordinator Report – Mary Foulkrod
- ECTS Student of the Month – October
- OAC Attendance – October 2018

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

- Next meeting: Tuesday, December 18, 2018

Guest and Public Comment – Open to General Matters - none

Adjournment

Moved by Ogden with a second by Boyd to adjourn the meeting
Mr. Gallagher, Vice Chairperson, adjourned the meeting at 6:58 p.m.

The Foundation meeting was held after the meeting was adjourned.

Minutes prepared by,

Terri L. Birchard, Board Secretary
Joint Operating Committee