Erie County Technical School

8500 Oliver Road, Erie, PA 16509

Joint Operating Committee - Meeting Minutes

Thursday, October 24, 2019

Call to Order

Mr. DiPlacido, JOC Chairman, called the regular meeting to order at 6:03 p.m.

Moment of Reflection and Pledge of Allegiance

Roll Call

Terri Birchard, Board Secretary, called the roll:

Committee members:	District:	Present	Absent
Scott Westcott	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	
Joseph Cancilla	North East	x	
Sam Ring	Northwestern	x	
Stephen Gilbert	Union City	x	
William Hallock	Wattsburg	x	

Administrators:	Position:	Present	Absent
Dr. Erik Kincade	Superintendent of Record		x
Dr. H Fred Walker	Director	x	
Tim Sennett	Solicitor	x	
Joseph 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	
Lesa Scalise	Supervisor of Student Services		x
Sandra Carr	Supervisor of Student Services	x	

Approval of Meeting Agenda for October 24, 2019

Motion to approve the meeting agenda for October 24, 2019 including the addendum of an Executive Session regarding Personnel Matters to be held prior to adjournment

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

Meeting Minutes

Minutes of September 26, 2019 Meeting

Motion to accept the minutes of the September 26, 2019 meeting as presented.

Moved for approval by Gallagher, with second by Rickrode
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 - None

Guests signed in and present: Rosanne Gangemi, Zach Lewis, Rob Eggleston, Cheyanne Lombardozi, Mariea Sargent, Dakota Smith, Mary Foulkrod, Trevor Birch, Mark Cyphert, Dave Yanosko

Important Items coming to ECTS

- High School Start Times
- Capacity Analysis

Operations

New Business
- 2020-2021 School Calendar

Old Business
- Fire Alarm Upgrade Project – Award to Newco Electric in the amount of $144,800

Motion to approve the Operations Section of the Agenda

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

Financial Items

- Business Manager Report – Terri Birchard
- Treasurer's Report
- Statements of Activities
    - General Fund
    - Capital Projects Fund
    - Student Activities Fund
- Checks and Wire Transfers:
    - General Fund Checks and Wire Transfers: September- $236,341.57
    - Capital Projects Fund Checks and Wire Transfers: September - $1,000.00
    - Student Activity Fund Checks and invoices: September - $3,793.91
- VISA procurement card payment: September- $40,432.56
- Invoices Payable:
    - General Fund - $91,550.71
    - Capital Projects Fund – $2,476.86
    - Student Activities Fund - $262.36

Motion to approve Financial Items Section of the agenda

Moved by Ogden, with a second by Ring
Motion approved with 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)

Resignations and Retirements

- Dean Kurtzals, part-time custodian, effective September 13, 2019
- Christopher Fried, part-time custodian, effective October 15, 2019

Hiring

- Recommend to hire Allen Labrozzi, part-time custodian (C2) effective on or after October 25, 2019
- Recommendation to grant regular employment status to Kim Schley, part-time custodian effective October 1, 2019

Motion to approve Human and Quality Resources Section of the agenda

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

Administrative Reports

- Superintendent Report – Dr. Erik Kincade, Fairview School District – No report
- Director Report — Dr. H. Fred Walker
- Solicitor Report – Attorney Tim Sennett – No report
- Principal Report – Joe Tarasovitch

Supplemental Reports and Information

- Facilities Report — Del VonVolkenburg
- Technology Report — Jeff Smith – no report
- Instructional Support Services Reports **–** Sandy Carr and Lesa Scalise
- 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 Partnerships Report
- Work Experience Report
- Enrollment and Community Engagement Coordinator Report
- Career Planning Coordinator Report

Statute-Related Business

Staff Travel >400 miles (Polices: 331,431,531) - None

Student Field Trips and Fundraising, (Policy 121, 229, 230)

Field Trip Requests

a) Drafting and Design, Erie Concrete & Steel and Plastikos – November and December 2019

Fundraising Requests

a) NTHS – 2019-2020 Fundraising and Community Service Approval

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

Motion to approve Statue-Related Business Section of the agenda

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

Board Action Items

- Review of the Board Action Items schedule

Amendments

- Tour of combined lab student project for the Erie Bayhawks occurred from 6:00 to 6:21 p.m.
- Director's Expense Reimbursement Request – October 21, 2019
- Updated Invoice Payable Report – General Fund - $166,118.81

Motion to approve amendments

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

Executive Session

An Executive Session was held from 7:02 to 7:18 p.m. regarding Personnel Matters

Motion to approve a 2.5% increase in Dr. Walker's salary from last year

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

Adjournment

The Board thanked Mr. Gallagher and Mr. Ogden for their service to ECTS since this was their last session.

Motion to adjourn the meeting

Moved by Hallock, with a second by Gallagher

Mr. DiPlacido, Chairperson, adjourned the meeting at 7:26 pm.

Minutes prepared by,

Terri L. Birchard, Secretary
Joint Operating Committee