Erie County **Technical** School	**Joint Operating Committee Meeting Agenda** **Thursday, February 27, 2020** 8500 Oliver Road, Erie, PA 16509

Work Session
6:00 p.m.

Student Spotlight – Electrical Engineering Technologies

James Boorum, James Halasz and Chandler Sekanina

Regular Meeting

1. **Call to Order**
    a. Moment of Reflection
    b. Pledge of Allegiance
    c. Roll Call

    Mahoney, Dinsmore, Bucksbee, Olesnanik, Brink, Rickrode, DiPlacido, Cancilla, Ring, Gilbert, O'Donnell

    d. Motion to Approve Agenda and Amendments if applicable

2. **Meeting Minutes**
    a. Motion to accept the minutes of the January 23, 2020 meeting as presented
3. **Guest and Public Comment – Items Related to the Agenda**
4. **Student Accomplishments/Highlights**
    a. Student of the Month – January 2020
5. **Public Comment**
6. **Important Items Coming to ECTS**
7. **Operations**
    a. New Business
        1. Policy Review – First Readings
            i. Policy 701 – Facilities Planning
            ii. Policy 701-1 – Land Utilization
            iii. Policy 702 – Gifts, Grants, Donations
            iv. Policy 702.1 - Crowdfunding
            v. Policy 703 – Sanitary Management
            vi. Policy 704 – Maintenance
            vii. Policy 705 – Facilities and Workplace Safety
            viii. Policy 706 – Property Records
            ix. Policy 707 – Use of School Facilities
            x. Policy 708 – Lending of Equipment and Books

xi. Policy 709 – Building Security
xii. Policy 710 – Use of Facilities by Staff
xiii. Policy 716 – Integrated Pest Management
xiv. Policy 717 – Cellular Telephones

2. Donation of artifacts to Erie Art Museum
3. Director's Expense Reimbursement Request – February 2020

b. Old Business
c. Motion to Approve Operations Section of Agenda

8. **Financial Items**
   a. Business Manager Report
   b. Treasurer Report
   c. Statement of Activities
      i. General Fund
      ii. Capital Projects Fund
      iii. Student Activities Fund
   d. Checks and Wire Transfers
      i. General Fund
      ii. Capital Projects Fund
      iii. Student Activities Fund
   e. Invoice Payable
      i. General Fund
      ii. Capital Projects Fund
      iii. Student Activities Fund
   f. Visa Procurement Card Payment
   g. Motion to Approve Financial Items Section of Agenda
9. **Human and Quality Resources**
   a. Human and Quality Resources Report
   b. Resignations and Retirements
   c. Hiring
      i. Motion to hire James Varner at a rate of $35.00 per hour as an RCTC instructor
      ii. Motion to grant regular employment status to Sharon Kresse, Supplemental School Nurse effective December 26, 2019
   d. Motion to Approve Human and Quality Resources Section of Agenda
10. **Reports**
   a. Superintendent
   b. Director

c. Solicitor
d. Principal
    i. Honor Roll, Perfect Attendance & Distinguished Student Report
e. Motion to Approve Reports Section of Agenda

11. **Supplemental Reports and Information**
    a. Facilities Report
    b. Technology Report
    c. Instructional Support Services Report
    d. JOC Member Attendance Report
    e. Secondary Program Enrollment Report
    f. Transition Center & Career Alternative Education Enrollment Report
    g. Disabled Population by Program
    h. Disabled Population by District
    i. Business Partnership Coordinator Report
    j. Enrollment and Community Engagement Coordinator Report
    k. Career Planning Coordinator Report
12. **Statute-Related Business**
    a. Staff Travel>400 Miles
    b. Field Trip Requests
        i. Early Childhood Education - First Assembly of God Preschool and Infant Room, March 23, 2020
        ii. Culinary Arts - Cedar Point, May 20, 2020
        iii. Electrical Engineering - Cedar Point, May 20, 2020
        iv. Computer Networking - Ingram Micro, March 11, 2020
        v. Early Childhood Education - Mill Village Elementary School and Jake's on the Park, March 9, 2020
        vi. Construction Trades - KML Carpenter's Apprenticeship and Training Center, May 8, 2020
        vii. Metal Fabrication - Wabtec, Date TBD
        viii. Precision Machining - Industrial Sales and Manufacturing, May 1, 2020
        ix. Early Childhood Education - Location TBD, May 2020
        x. Drafting & Design - Kane Innovations, March 2020
        xi. Drafting & Design - Caplugs, April 2020
        xii. Drafting & Design - Michael Grab Architects, May 2020
        xiii. National Vocational Technical Honors Society - Presque Isle State Park & City Mission, May 2020

- xiv. Graphic Communications and Art & Design for Business - Erie Art Museum and Presque Isle State Park, May 12, 2020
- xv. Mary Foulkrod (Career Planning Coordinator) - various labs, Mercyhurst University, March 3, 2020
- xvi. Health Assistant – VA Medical Center, March 19, 2020
- xvii. Health Assistant – VA Medical Center, April 2020
- xviii. Health Assistant – Hertel and Brown Physical Therapy, April 2020
- xix. Health Assistant – LECOM, May 6, 2020
- xx. Early Childhood Education – Erie Zoo, May 2020

c. Ratification of Field Trip Requests
- i. Automotive Technologies – Erie Auto Show (Bayfront Convention Center), January 31, 2020

d. Fundraising
e. Facility Use Requests (for-profit groups only)
f. Motion to Approve Statute-Related Business

13. **Board Action Items**
14. **Amendments**
    a. Motion to Approve Amendments
15. **Adjournment**
16. **Executive Session**
17. **Reminders**
    a. Next meeting is Thursday, March 26, 2020 at 6:00 pm
    b. Statements of Financial Interest are due May 2020
    https://www.ethicsforms.pa.gov/forms/websfi - Online Filing

Student Spotlight
February 2020

For this month's student spotlight, we will be recognizing students from the Electrical Engineering Program who created a unique target. The target is actually multiple targets wired to light up when hit. Once all targets have been hit, the lights automatically reset for the next shooter. Students involved in designing and building this special project were:

James Boorum – Senior, McDowell HS
James Halasz – Junior McDowell HS
Chandler Sekanina – Senior McDowell HS

8500 Oliver Road, Erie, PA 16509

Joint Operating Committee - Meeting Minutes

Thursday, January 23, 2020

Work session - 6:00 pm

- The Erie County Technical School 2020-2021 draft budget was presented during the work session
- Student Accomplishments and Highlights regarding the recent SkillsUSA competition were presented during the work session

Call to Order

Mr. Sam Ring, JOC Chair and Treasurer, called the regular meeting to order at 6:31 pm

Moment of Reflection and Pledge of Allegiance

Roll Call

Terri Birchard, Board Secretary, called the roll:

Committee members:	District:	Present	Absent
David Mahoney	Fairview	x	
Andy Dinsmore	Fort LeBoeuf	x	
Dennis Olesnanik	Girard	x	
James Bucksbee	General McLane	x	
Terri Brink	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	
Steve O'Donnell	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	

Meeting Minutes

Minutes of December 17, 2019

Motion to accept the minutes of the December 17, 2019 meeting as presented
Moved for approval by DiPlacido, with second by Rickrode
The motion is approved with an all "ayes" voice vote
(Copy is filed with the official minutes)

Student Accomplishments/Highlights

Review of the accomplishments of the following:

- SkillsUSA competition

Guests and Public Comment – Items related to the Agenda

Guests signed in and present: Rosanne Gangemi, Darren Cook, Mariea Sargent, Mike Miller, Makayla Wasyl, Travis Woodburn, Nichole Matczak, Mary Foulkrod, Gariella Cook, Jonathan Harrell

Operations

New Business

i. GEM City Cirtual Reality Education – PA Smart Advancing Grant
ii. Career Alternative Education Program Contract July 1, 2020 to June 30, 2021
iii. Approval of 2020-2021 Erie County Technical School Budget
iv. Recommendation to forward 2020-2021 Erie County Technical School Budget to Districts for approval as presented
v. Approval of David Mahoney (Fairview) as JOC representative as NOREBT trustee

Old Business – None

Motion to approve the Operations Section
Items I,ii, and v moved for approval by Brink, with second by Gilbert
Items iii and iv moved for approval by O'Donnell, with second by Olesnanik

Financial Items

A. Business Manager Report
B. Treasurer Report
C. Statement of Activities
   i. General Fund
   ii. Capital Projects Fund
   iii. Student Activities Fund
D. Checks and Wire Transfers
   i. General Fund
   ii. Capital Projects Fund
   iii. Student Activities Fund
E. Invoices Payable
   i. General Fund
   ii. Capital Projects Fund
   iii. Student Activities Fund
F. VISA Procurement Card

G. Additional $3,000 VISA limits for 2019-2020 school year for SkillsUSA/Professional Skills and Tourism and Hospitality Program Instructors
H. Amendment 1 – Director's Expense Reimbursement Request – January 2020
I. Amendment 2 – Updated Invoice Payable Report – General Fund
J. Amendment 3 – Updated Invoice Payable Report – Capital Projects Fund (Northwest Savings Bank)
K. Amendment 4 – Updated Invoice Payable Report - Capital Projects Fund PNC Bank)

(Copies filed with the official minutes)
Motion to approve the Financial Items Section, including Amendments 1 - 4
Moved for approval by Brink, with second by Olesnanik

Human and Quality Resources

A. Human and Quality Resources Report
B. Resignations and Retirements - None
C. Hiring
   i. Recommendation to grant regular employment status to Emma Ragsdale, part-time Custodian effective December 26, 2019
D. Amendment 5 – Retirement Request from James Tracy Massello, Facility Maintenance Technologies instructor, effective May 29, 2020

Motion to approve Human and Quality Resources Section, including Amendment 5
Moved for approval by DiPlacido, with second by Olesnanik

Reports (Verbal and Written)

- Superintendent Report – Dr. Erik Kincaid, Fairview School District - None
- Director Report — Dr. H. Fred Walker
- Solicitor Report — Tim Sennett - None
- High School Principal Report — Joe Tarasovitch

Supplemental Reports (written only)

a. Facilities Report
b. Technology Report
c. Instructional Support Services Report
d. JOC Member Attendance Report
e. Secondary Program Enrollment Report
f. Transition Center & Career Alternative Education Enrollment Report
g. Disabled Population by Program
h. Disabled Population by District
i. Business Partnership Coordinator Report
j. Enrollment and Community Engagement Coordinator Report
k. Career Planning Coordinator Report

Statute-Related Business – None

The Board Action Items schedule was reviewed

Agenda Amendments

a. Director's Expense Reimbursement Request – January 2020
b. Updated Invoice Payable Report – General Fund
c. Updated Invoice Payable Report – Capital Projects Fund (Northwest Savings Bank)
d. Updated Invoice Payable Report – Capital Projects Fund (PNC Bank)
e. Recommendation to approve retirement request from James Tracy Massello, Facility Maintenance Technologies Instructor, effective May 29, 2020

Motion to approve Amendments
Moved for approval by Rickrode with second by Brink

Adjournment

Motion to adjourn was presented by Brink with a second by Rickrode

Mr. Ring, JOC Chairman/Treasurer, adjourned the meeting at 7:38 p.m.

The next meeting is February 27, 2020 at 6:00 p.m.

An Executive Session regarding personnel matters was held after the JOC session adjourned

Minutes prepared by,

Terri L. Birchard, Secretary
Joint Operating Committee

January 2020 Student Of The Month

LAB	***Last***	***First***	***Home School***	***Be-Attitude***	***Grade***
Computer Programming	Zhou	Julina	Fairview	Passionate	10
Transition Center	Kinnison	Willow	Fairview	Respectful	10
Computer Networking	Yaple	Hunter	Fort LeBoeuf	Disciplined	12
Graphic Communications	Ryan	Trey	Girard	Employable	12
Art & Design	Huster	Megan	Harbor Creek	Disciplined	11
Cosmetology	Harmon	Samantha	Harbor Creek	Disciplined	12
Health Assistant	Dickson	Sierrah	Harbor Creek	Disciplined	10
Drafting & Design	Kehl	Danni	Iroquois	Employable	10
Auto Body Repair	Budathoki	Amber	McDowell	Respectful	11
Automotive Technologies	Walye	Ahmed	McDowell	Passionate	10
Electrical Engineering	Halasz	Jake	McDowell	Passionate	11
Early Childhood Education	Bisbee	Sharon	Seneca	Employable	11
Facility Maintenance Technologies	Larson	Wyatt	Seneca	Employable	10
Metal Fabrication	Moore	Gavin	Seneca	Employable	11
Precision Machining	Hinkson	Isaac	Seneca	Disciplined	10
Construction Trades	Smith	Alex	Union City	Disciplined	10
Culinary Arts	Vaughan	Lindsey	Union City	Respectful	12
Tourism & Hospitality Management	McChesney	Leanna	Union City	Employable	10

Book	Policy Manual
Section	700 Property
Title	Facilities Planning
Code	701
Status	First Reading
Legal	1. 24 P.S. 1850.1 2. 24 P.S. 1853 3. Pol. 103 4. Pol. 103.1 5. Pol. 104 25 PA Code 171.1 et seq Pol. 100

Authority

The Joint Operating Committee shall engage in short-term and long-term facilities planning **in order to meet the ongoing needs of the school's educational programs and operations. The involvement of the Joint Operating Committee, staff,** community, **businesses, parents/guardians, and participating** districts is an important part of **this** process.

The Joint Operating Committee shall periodically conduct surveys to determine the career ~~vocational~~ and technical needs of the participating school districts in order to facilitate facilities planning.[1]

Delegation of Responsibility

In order to inform the **Joint** Operating Committee of the school's future needs, the Director **or designee** shall:

1. Prepare a written description of existing physical facilities.

2. Report to the **Joint** Operating Committee on the enrollment **by programs and** by grades during the school year.

3. Estimate each spring the number of students who will be enrolled in the school **and in specific programs** in September of the year for which the estimate is made.

4. **Prepare student population projections and compare the actual population figures to the previously projected figures to detect early any changes in population trends**.

Guidelines

When planning **to** enlarge or modify its facilities, the **Joint** Operating Committee shall consider not only the number of students whose **career and** ~~**vocational-**~~**technical and** educational needs must be met, but also the physical requirements of the programs best suited to meet those needs.[1][2]

The building and site shall provide suitable accommodations to carry out the educational program, including provision for the handicapped/disabled, pursuant to law and regulations.[3][4][5]

Book	Policy Manual
Section	700 Property
Title	Land Utilization
Code	701.1
Status	First Reading
Legal	Pol. 006
Last Reviewed	November 12, 2019

Authority

Projected land use shall be justified on the basis of educational need and value to the participating districts' residents. The purpose of this facility is to promote lifelong education. The secondary educational program **shall** receive priority **consideration** for land usage.

Land use must meet all applicable zoning, building code, and environmental conditions and standards.

Guidelines

1. Requests to utilize any portion of the land for any purpose, including temporary structures and mobile units, are to be forwarded to the Director in detailed form indicating the purpose; population to be served; land area desired; a plan for administration, operation, and maintenance of the facility; as well as relevant information concerning the organization or agency making the request. Short-term usage, not to exceed a one-year period, **shall** be approved by the **Joint** Operating Committee following recommendation from the Director.

2. The proposed plan shall be reviewed initially by the Land Utilization Committee.

3. The Solicitor shall be involved in the process at this juncture to **ensure** legal compliance.

4. The request is to be reviewed by the Executive Committee of the General Advisory Council for comments and recommendations **preceding** consideration by the **Joint** Operating Committee.

5. After review by the Land Utilization Committee and Solicitor, the plan shall be forwarded to the Professional Advisory Council for their consideration and review. A positive recommendation from the Professional Advisory Council must **be obtained prior to** consideration by the **Joint** Operating Committee.

6. The request is to be forwarded to the **Joint** Operating Committee Secretary for inclusion as a discussion item at a **work** session of the Committee as a Whole.

7. The request is to be placed on the agenda of a regularly-scheduled meeting of the **Joint** Operating Committee. Acceptance of the request **shall** result in a resolution recommending approval by the Erie County Technical School Joint **Operating Committee**.

8. The unanimous approval of all of the participating districts and at least **fifty-one percent** (51%) of all of the school directors of the Joint Board shall be necessary for the planning to proceed.

9. The state Plancon **process** shall be followed in the construction of any building.

10. A Land Utilization Committee shall be established to:

    a. Initially review all requests.

    b. Determine conformity to the Land Utilization Plan.

    c. Formulate a recommendation for site location for uses not specifically referenced on the Utilization Plan to the **Joint** Operating Committee.

    d. Provide oversight responsibility.

    The Land Utilization Committee shall be chaired by the Director and composed of administrators in charge of the technical school; the Superintendent of Record; **the** Chairperson of the Professional Advisory Council; and the Architect of Record.

Book	Policy Manual
Section	700 Property
Title	Gifts, Grants, Donations
Code	702
Status	First Reading
Legal	1. 24 P.S. 216 2. 24 P.S. 1850.1 3. Pol. 706
Last Reviewed	November 12, 2019

Purpose

The **Joint** Operating Committee recognizes that individuals, **businesses** and community organizations may wish to contribute supplies **and** equipment to enhance or extend the **technical education** programs **of the school**.

Authority

The **Joint** Operating Committee has the authority to accept gifts and donations made to the school **or to any program in the school**.[1][2]

The **Joint** Operating Committee reserves the right to refuse to accept any gift **that** does not contribute toward achievement of **established** goals or **when such** ownership would tend to adversely affect the school.[1]

Any gift accepted by the **Joint** Operating Committee or **its** designee shall become property of the school, may not be returned without **Joint** Operating Committee approval, and is subject to the same controls and regulations as are other properties of the school.[1][2]

The Joint Operating Committee shall be responsible for the maintenance of any gift it accepts, unless otherwise stipulated.

The Joint Operating Committee shall make every effort to honor the intent of the donor in its use of a gift, but it reserves the right to utilize any gift in the best interest of the school's educational program.

In no case shall acceptance of a gift be considered an endorsement by the **Joint** Operating Committee of a commercial product, business enterprise or institution of learning.

All gifts shall be recorded in the appropriate inventory listing and property records.[1][3]

The Director shall publicly report to the **Joint** Operating Committee all gifts **to the school** accepted on behalf of the **Joint** Operating Committee.

Delegation of Responsibility

The Director or designee shall:

1. Counsel potential donors on appropriateness of gifts.

2. Encourage individuals and organizations considering a **donation** to consult with **the** Director before appropriating funds.

3. Acknowledge the receipt and value of any gift accepted by the school.

Book	Policy Manual
Section	700 Property
Title	Crowdfunding
Code	702.1 - New
Status	
Legal	1. Pol. 229 2. Pol. 702 3. Pol. 122 4. Pol. 113.3 5. Pol. 216 6. Pol. 324 7. 20 U.S.C. 1232g 8. 34 CFR 99.3 9. 7 CFR 210.11 10. Pol. 246 11. Pol. 103.1 12. Pol. 113 24 P.S. 216 34 CFR Part 99 7 CFR Part 210
Last Revised	January 30, 2020
Last Reviewed	January 30, 2020

Purpose

The Joint Operating Committee recognizes that crowdfunding has become an increasingly popular method by which schools can procure funding for specific projects and/or programs.

~~**Authority**~~

~~IMPORTANT NOTE: There is language preceded by brackets in the Authority section. The first option states the CTC shall allow crowdfunding, but it shall be managed under this policy. **The second option prohibits all crowdfunding to benefit the schools**. If this option is chosen, all following policy language is unnecessary and should be deleted or struck. Please determine which option is in accordance with CTC practice or wishes. **Please place an X in the appropriate brackets to indicate the desired option**.~~

~~**(If the second paragraph below is chosen, disregard remainder of the policy)**~~

{ } T~~he Joint Operating Committee permits school employees and eligible organizations to maximize opportunities to obtain resources for the benefit of students and the school; however, unregulated use of crowdfunding on behalf of the school can expose the school, the employee, and an organization to significant potential legal liability. The Joint Operating Committee adopts this policy to effectively mitigate risks and establish parameters for the use of crowdfunding on behalf of the school. Organizations not granted formal recognition by the Joint Operating Committee as an eligible organization shall not engage in crowdfunding on behalf of the school.~~

{ X} **The Joint Operating Committee prohibits the use of crowdfunding by school employees or organizations on behalf of the school**.

~~**Definitions**~~

~~**Crowdfunding shall mean a mechanism by which an individual or organization solicits and accepts donations from the general public, via specially-designed websites, to fund a specific purpose or cause. Crowdfunding shall not include requests for donations the school makes using its own website or social media platforms.**~~

~~IMPORTANT NOTE: There is language preceded by brackets in the Definitions section. This is where the CTC may indicate which organizations are permitted to crowdfund on behalf of the schools. Please determine which option(s) are in accordance with CTC practice or wishes. **Please place an X in the appropriate brackets to indicate the desired option(s)**. PSBA*recommends* selecting the options preceded by asterisks, but this is a local decision.~~

~~**Eligible organizationsshall mean**~~

~~*{ } **booster groups**~~

~~*{ } **parent organizations**~~

~~*{ } **school-sponsored student organizations** [1]~~

~~{ } **educational foundations**~~

~~{ } **Other ____________________**~~

~~**that have been formally recognized by the Joint Operating Committee and may be granted permission to utilize crowdfunding upon proper application and subsequent approval.**~~

~~**A crowdfunding campaign shall mean an approved crowdfunding request that has been set up and is actively soliciting and accepting donations.**~~

~~**A crowdfunding request shall mean the form and related information submitted by an individual who, or eligible organization that, seeks permission to engage in a crowdfunding campaign.**~~

~~**A crowdfunding site, for the purposes of this policy, shall mean one that has been approved by the Joint Operating Committee or designated administrator.**~~

~~**Individual, for purposes of this policy, shall mean a school employee.**~~

~~**Resources include donated funds, items purchased with donated funds, and, when the crowdfunding site directly provides the items, the items themselves.**~~

~~**Delegation of Responsibility**~~

~~IMPORTANT NOTE: There is language preceded by brackets in the Delegation of Responsibility section. This is where the CTC assigns administrative duties to the appropriate administrators to ensure proper oversight of crowdfunding. Please determine which option(s) are in accordance with CTC practice or wishes. **Please place an X in the appropriate brackets to indicate the desired option(s)**. PSBA*recommends* selecting the options preceded by asterisks, but this is a local decision.~~

~~**The**~~

~~*{ } **Joint Operating Committee**~~

~~{ } **Director**~~
~~{ } **Business Manager**~~
~~**shall approve crowdfunding sites for use by individuals and eligible organizations based on the criteria outlined in this policy**.~~
~~**The**~~
~~{ } **Business Manager**~~
~~*{ } **Director**~~
~~{ } **Other** ________________~~
~~**shall maintain a list of approved crowdfunding sites and update the list as needed**.~~
~~IMPORTANT NOTE: There is language preceded by brackets in the Delegation of Responsibility section. This language ensures proper approval of crowdfunding. Please determine which option(s) are in accordance with CTC practice or wishes. **Please fill in dollar amounts AND place an X in the appropriate brackets to indicate the desired option(s)**. PSBA*recommends* selecting the options preceded by asterisks, but this is a local decision.~~
~~**It shall be the responsibility of the**~~
~~*{ } **Joint Operating Committee to approve all crowdfunding requests**.~~
~~{ } **Director**~~
~~{ } **Business Manager**~~

~~**to approve all crowdfunding requests totaling $______ or less. When the crowdfunding request is more than $______, Joint Operating Committee approval shall be required**.~~

~~**If the crowdfunding request is approved, the requester shall be responsible for**:~~

1. ~~**Preparing all materials and information related to the crowdfunding campaign**.~~

2. ~~**Keeping administrators apprised of the status of the campaign**.~~

3. ~~**Following all applicable laws, Joint Operating Committee policies, and administrative regulations, including the requirements, policies and/or regulations established by the crowdfunding site**.~~

~~**Guidelines**~~
~~**The school reserves the right to withhold approval of any crowdfunding request or terminate a pre-approval for a crowdfunding campaign for any reason**.~~
~~**The school reserves the right to refuse to accept funds that have been raised through a crowdfunding campaign if it discovers that the campaign violated this policy or any of the crowdfunding site's requirements, policies and/or regulations**.~~
~~**All resources obtained through crowdfunding campaigns are the property of the school**.[2]~~
~~**While preference shall be given for the resources to be used and maintained by the individual or eligible organization who originally obtained them through crowdfunding, the school reserves the right to transfer such resources to another classroom, program and/or individual, as necessary**.[3]~~
~~**Approval of Crowdfunding Sites**~~
~~IMPORTANT NOTE: There is language preceded by brackets in the Approval of Crowdfunding Sites section. This language ensures proper approval of crowdfunding. Please determine which option(s) are in accordance with CTC practice or wishes. **Please place an X in the appropriate brackets to indicate the desired option(s)**. PSBA*recommends* selecting the options preceded by asterisks, but it is important that this section matches that made in the first paragraph of the Delegation of Responsibly section.~~

~~**When evaluating crowdfunding sites to be approved for use by individuals or eligible organizations, the**~~
~~*{ } **Joint Operating Committee**~~
~~{ } **Director**~~
~~{ } **Business Manager**~~
~~**shall consider the following**:~~

1. ~~**The crowdfunding site shall be operated by a legitimate corporation or limited liability company with no history of fraud, unlawful activity, financial mismanagement, or other misconduct**.~~

2. ~~{ } **The crowdfunding site shall publicly display details about each resource funded (unit cost, vendor, etc.) and provide easy-to-understand explanations of fees and overhead costs**.~~

3. ~~**Crowdfunding sites that provide requested items in lieu of direct funds shall be given preference**.~~

4. ~~**The crowdfunding site shall require that all resources secured by an individual or eligible organization on behalf of the school go directly to the program listed in the crowdfunding request, not the individual who, or the eligible organization that, submitted the crowdfunding request**.~~

5. ~~**Sites designed for crowdfunding by schools and/or educators shall be given preference, as long as they otherwise meet the requirements of this section**.~~

6. ~~{ } **Other** ________________________________.~~

~~**All crowdfunding campaigns shall utilize one (1) of the approved crowdfunding sites**.~~
~~**Approval of the Crowdfunding Request**~~
~~IMPORTANT NOTE: There is language preceded by brackets in the Approval of Crowdfunding Request section. This language ensures proper approval of crowdfunding. Please determine which option(s) are in accordance with CTC practice or wishes. **Please place an X in the appropriate brackets to indicate the desired option(s)**. PSBA *recommends* selecting the options preceded by asterisks, but it is important that this section matches that made in the third paragraph of the Delegation of Responsibly section. If a time frame is chosen, PSBA recommends it is set at no less than 30 days so that it can be included on the JOC agenda.~~
~~**Individuals who, and eligible organizations that, wish to use crowdfunding to obtain resources for classroom or school purposes shall submit a written request to the**~~
~~*{ } **Joint Operating Committee**~~

~~{ } **Director**~~
~~{ } **Business Manager**~~
~~**for approval at least _____ days before the desired start of the crowdfunding campaign**.~~
~~**The crowdfunding request shall include**:~~

1. ~~**The name and job title of the individual requester or, if the applicant is an eligible organization, the names of two (2) members of the eligible organization, and their position within the eligible organization, who shall be**~~

~~**responsible for overseeing the crowdfunding campaign**~~.

2. ~~**The crowdfunding site to be used**~~.

3. ~~**The requested item(s) and/or the amount of funds targeted to be raised in order to purchase the item(s)**~~.

4. ~~**The school, classroom, program, and/or activity to be benefitted**~~.

5. ~~**The exact language, as well as any graphics, that will be included in the post on the crowdfunding site**~~.

6. ~~**The projected start and end dates of the post on the crowdfunding site**~~.

7. ~~**A list and description of any social media platforms and/or accounts that will be used to promote the crowdfunding campaign, including the identification of the individuals/organizations to whom such accounts belong**~~.

8. ~~**A description of any other methods/channels that will be used to promote/market the crowdfunding campaign**~~.

9. ~~{ } **Other ____**~~.

~~**The individual(s) reviewing the crowdfunding request shall ensure that**:[1][2]~~

1. ~~**The crowdfunding request does not conflict with other school fundraising efforts**~~.

2. ~~**The school does not already have the requested resources**~~.

3. ~~**The school can adequately utilize, support, store, and maintain the resources, if received**~~.

4. ~~**The crowdfunding campaign is compliant with all applicable federal and state laws and regulations, and Joint Operating Committee policies and administrative regulations**~~.

5. ~~**The school, staff and/or students are not portrayed in a negative light**~~.

6. ~~**The crowdfunding request is compatible with the school's educational program, mission, vision, shared values, curriculum, and school initiatives**~~.

~~**Use of Crowdfunding**~~

~~IMPORTANT NOTE: There is language preceded by brackets in the Use of Crowdfunding section. It should be determined if any of these options are in accordance with CTC practice or wishes. **If any of the language is desired, please be sure to place an X in the brackets to indicate such language should be included. If any language is not desired, please strike or delete such language**. PSBA *recommends* selecting the options preceded by asterisks, but this is a local decision.~~

~~*{ } **To ensure the successful use of crowdfunding for school purposes, the school may provide the following**:~~

1. ~~{ } **Training for individuals and members of eligible organizations on the use of crowdfunding, including school technology requirements or preferences,**~~

~~to best align with school initiatives and curriculum~~.

2. ~~*{ } School expectations, Joint Operating Committee policies and administrative regulations for the protection of private information~~.[4][5][6]

3. ~~*{ } Recommended external messaging or logo/branding guidelines that align with school standards~~.

4. ~~*{ } A maximum dollar amount permitted to be raised by crowdfunding~~.

5. ~~*{ } A listing of items that may and may not be obtained through crowdfunding~~.

~~Where crowdfunding resources are in the form of funds, such funds shall be sent to the Business Manager, who shall ensure the appropriate accounting and holding of such funds until they are used for their stated purpose~~.

~~Where crowdfunding resources are in the form of the requested items, all items must be delivered directly to the administrator of the building in which they will be used~~.

~~*{ } For every crowdfunding campaign, individuals and eligible organizations shall be required to report the following to the individual approving crowdfunding requests: how the resources were used in the school, classroom, program, and/or activity to be benefitted and how the students and the school benefitted~~.

~~All crowdfunding campaigns involving classroom materials, projects or resources must be consistent with school-approved curriculum~~.

~~The Business Manager shall be promptly notified of any unused funds~~.

~~The building administrator shall maintain control and discretion over unused items or items that can be used after the conclusion of the project for which the items were sought~~.

~~Prohibitions~~

~~Crowdfunding campaigns may not~~:

1. ~~Include pictures or personally identifying information of students in the crowdfunding post, or on the posting individual's home or biography page on the crowdfunding site, without proper consent~~.[4][5][7][8]

2. ~~Be used for the personal gain of any individual~~.

3. ~~Request food items that do not meet the Smart Snacks standards of the USDA regulations for school nutrition~~.[9][10]

4. ~~Contain language that suggests, infers or states that~~:

   a. ~~The resources sought are required for, or otherwise integral to, a student's special education program, necessary for a student to achieve his/her Individualized Education Program (IEP) goals, or essential to ensure participation of a student or students with disabilities in school or any program offered by the school~~.[11][12]

   b. ~~The school does not have enough resources~~.

~~Individuals may not keep resources for personal use~~.

~~Individuals who are not employees of the school or authorized as part of an eligible organization may not engage in crowdfunding on behalf of the school~~.

Book	Policy Manual
Section	700 Property
Title	Sanitary Management
Code	703
Status	First Reading
Legal	1. 24 P.S. 701 2. 24 P.S. 1850.1 25 PA Code 171.1 et seq
Last Reviewed	November 12, 2019

Purpose

The **Joint** Operating Committee recognizes that **safeguarding** the health and physical well-being of students **and staff** depends upon the cleanliness and **proper** sanitary conditions of school **building(s) and grounds**.

Authority

The **Joint** Operating Committee directs that a program of sanitary management shall be **maintained** in school **building(s) and facilities** and explained periodically to all staff members.[1][2]

The **Joint** Operating Committee directs that standards be maintained to meet requirements set forth by the Pennsylvania Department of Health, Department of Labor & Industry and any local agency **that** has jurisdiction.

Delegation of Responsibility

-**IMPORTANT NOTE**: There is new language regarding inspections for sanitation preceded by brackets in the Delegation of Responsibility section. Please determine which option is in accordance with CTC practice or wishes. **Please place an X in the appropriate brackets to indicate the desired option**. PSBA recommends selecting **both** the Director or designee **and** Supervisor of Buildings and Grounds but this is a local decision.

All school facilities shall be inspected regularly for cleanliness and proper sanitation by the

{X } **Director or designee**.

{ } **Supervisor of Buildings and Grounds**.

{ X} **Facilities Manager**.

{ } **head custodian**.

The Director **or designee** shall develop and supervise a program for cleanliness and sanitary management of school building(s)**and facilities,** grounds and equipment pursuant to **law,** State Board regulations **and requirements** of the local and State Board of Health and the Department of Labor & Industry.

-**IMPORTANT NOTE**: There is language regarding building cleanliness preceded by brackets in the Delegation of Responsibility section. The original CTC policy stated this was the Director and maintenance staff. However, this policy was last reviewed in 1996 and may no longer reflect CTC practice. Please determine which option is in accordance with CTC practice or wishes. **Please place an X in the appropriate brackets to indicate the desired option**.

Cleanliness of each school building shall be the responsibility of the

{ } Director and maintenance staff

{ } **head custodian**.

{ } **building administrator**.

{ } **Supervisor of Buildings and Grounds**.

{ X} **Facilities Manager**.

Teachers shall be responsible for the condition of their **instructional areas**.

The building administrator shall inspect the facility at least once per month, and report to the Director or designee any conditions that may threaten the comfort, health or safety of occupants.

Book	Policy Manual
Section	700 Property
Title	Maintenance
Code	704 - New
Status	First Reading
Legal	1. 24 P.S. 1850.1 2. 24 P.S. 701 3. 24 P.S. 742 25 PA Code 171.1 et seq
Last Reviewed	November 12, 2019

Purpose

Adequate maintenance of school building(s), property and equipment is essential to fiscal responsibility and efficient management of facilities.

Authority

The Joint Operating Committee directs that a continuous program of inspection and maintenance of school building(s), property and equipment be established and implemented. Wherever possible, maintenance shall be preventive.[1][2][3]

Delegation of Responsibility

The Director or designee shall develop and supervise a maintenance program which shall include:

1. **Regular program of maintenance, repair and improvement of buildings and facilities**.
2. **Critical spare parts inventory**.
3. **Equipment replacement program**.
4. **Long-range plans for building modernization and conditioning**.
5. **The Director or designee shall develop a maintenance check list applicable to the building, property and equipment**.
6. **The building administrator, in conjunction with the designated maintenance employee, shall conduct a physical inspection of the building on a periodic basis and return a written report to the Director or designee as to the findings of that inspection**.

The Director shall report annually to the Joint Operating Committee regarding the current maintenance and improvement program and projected maintenance needs that include cost analysis.

Book	Policy Manual
Section	700 Property
Title	Facilities and Workplace Safety
Code	705
Status	First Reading
Legal	1. Pol. 805 2. 24 P.S. 223 3. 34 PA Code 129.1001 et seq 4. 72 P.S. 1722-J 5. 77 P.S. 1038.2 24 P.S. 1517 24 P.S. 1518 24 P.S. 1850.1

Purpose

The Joint Operating Committee recognizes that school facilities must be maintained and operated in a condition that prioritizes the safety of students, staff and visitors.

Authority

The **Joint** Operating Committee directs **the school to provide facilities and** equipment **deemed** necessary for the **safe** conduct of the educational programs **and** operations of the school, **including the provision of** protective devices where **needed** for safety **purposes.**

Delegation of Responsibility

The Director or designee shall annually review and evaluate school safety rules **and plans**.**[1]**

Building administrators shall ensure that all staff **and students are informed of** safety **rules at the beginning of the school year**.

Guidelines

Certified Workplace Safety Committee

A **workplace** safety committee shall be **established to** promote **the school's** goals **concerning safe schools**.[2][3][4][5]

The **workplace** safety committee **shall** be composed of **a minimum of four (4)** members, **including two (2)** administrators **and two (2) employee representatives**.

If the number of members on the workplace safety committee exceeds four (4), the committee shall be composed of an equal number of administrators and employees unless otherwise agreed upon by both groups. The administrators shall not constitute a majority of the workplace safety committee.

It shall be the responsibility of the **workplace** safety committee **to**:

1. **Evaluate the current safety program**.

2. **Establish procedures for conducting and documenting the findings of periodic** inspections **to locate and identify** safety **and health hazards**.

3. **Make** recommendations to correct hazards.

4. Review, **in a timely manner, incident and** accident report and investigation forms.

5. **Conduct follow-up evaluations on the effectiveness of new health and safety equipment or safety procedures**.

A quorum of the workplace safety committee members shall meet **at least once a month**.

The workplace safety committee shall develop **and** maintain **operating procedures, membership lists, committee** meeting agendas, **attendance lists** and minutes of each meeting.

All decisions of the committee **shall be made** by majority vote **of members present**.

The Director or designee shall ensure that a qualified trainer provides all committee members with adequate, annual training in safety committee structure and operation, hazard detection and inspection, and accident and illness prevention and investigation.

The Director or designee shall maintain written records of workplace safety committee training.

Book	Policy Manual
Section	700 Property
Title	Property Records
Code	706
Status	First Reading
Legal	1. 24 P.S. 1850.1 2. Pol. 708 3. Pol. 710
Last Reviewed	January 29, 2020

Purpose

The **Joint** Operating Committee **recognizes** that adequate property and inventory records **must** be maintained on all buildings, **equipment,** and physical property under control of the school.

Authority

-**IMPORTANT NOTE**: There is language detailing the equipment inventory review preceded by brackets in the Authority section. Please determine which option is in accordance with CTC practice or wishes. **Please place an X in the appropriate brackets to indicate the desired option**. PSBA *recommends* selecting "at intervals that coincide with property insurance renewal", but this is a local decision.

The Joint Operating Committee directs that a complete inventory, **by physical count,** of all school**-owned equipment and** property **records of school building(s) and grounds, shall be maintained and updated** [1]

{ X} **annually**.

{ } **every ____ years**.

{ } **at intervals that coincide with property insurance renewal**.

Delegation of Responsibility

-**IMPORTANT NOTE**: There is language preceded by brackets in the Delegation of Responsibility section which should be used to ensure the correct administrator is named. The original CTC policy stated this was the Director or designee. However, this policy was last reviewed in 1996 and may no longer reflect CTC practice. Please determine which option is in accordance with CTC practice or wishes. **Please place an X in the appropriate brackets to indicate the desired option**. PSBA *recommends* selecting the Business Manager, but this is a local decision.

It shall be the **responsibility** of the

{ } Director or designee

{ } **Joint Operating Committee Secretary**

{ } **Business Manager**

{ } ~~**Supervisor of Buildings and Grounds**~~ **Facilities Manager**

to ensure that equipment inventories are systematically and accurately recorded, updated, and adjusted annually by reference to purchase orders and withdrawal reports. Property records of facilities shall be maintained on an ongoing basis.

Guidelines

Major items of equipment shall be subject to annual physical spot check inventory to determine loss, **location** or depreciation; any major loss shall be reported to the **Joint** Operating Committee.

Records of consumable supplies shall be maintained on a continuous inventory basis.

No equipment shall be removed for personal or nonschool use, except in accordance with **Joint** Operating Committee policy.[2][3]

Equipment shall be identified with a permanent tag that provides appropriate school identification.

Book	Policy Manual
Section	700 Property
Title	Use of School Facilities
Code	707
Status	From PSBA
Legal	1. 24 P.S. 1850.1 2. 24 P.S. 775 3. 24 P.S. 511 4. 10 P.S. 328.101 et seq 5. 61 PA Code 901.701 6. 35 P.S. 1223.5 7. 20 U.S.C. 7182 8. 20 U.S.C. 7183 24 P.S. 779 61 PA Code 901.1 20 U.S.C. 7181 et seq 20 U.S.C. 7905 9. 24 P.S. 777

Purpose

The Joint Operating Committee recognizes that although the primary purpose of the school buildings, facilities and property is to provide students with an appropriate learning environment, the Joint Operating Committee may make school facilities available to individuals and community groups without discrimination and in accordance with this policy, provided the use does not interfere with the educational program of the school.

Authority

The Joint Operating Committee directs that use of school facilities may be granted to individuals and community groups for the following types of activities:[1]

1. { x} Instruction in any branch of education, learning and the arts, consistent with the school's mission.
2. { x} Social, civic and recreational meetings and entertainment, and other uses pertaining to the welfare of the community; but such use shall be non-exclusive and open to the public without charge.
3. { x} Polling places for holding primaries, elections and special elections, as permitted or required by state law.

4. { x} Recreation, physical training and athletics, including competitive athletic contests for children and adults.

The Joint Operating Committee shall establish a schedule of fees for the use of school facilities by approved groups.[2]

Delegation of Responsibility

The Director or designee shall implement administrative regulations or procedures for requesting and granting permission for use of school facilities and shall distribute the necessary information to individuals affected by them.

An application for use of school facilities may be disapproved because of noncompliance with established policy and procedures by the

{ } Director.

{ } Business Manager.

{ } Joint Operating Committee Secretary.

{ } building administrator.

{ x} Facilities Manager ~~Supervisor of Buildings and Grounds~~.

Guidelines

Application Process

An individual or community group requesting permission to use the school's buildings, facilities or property must submit a written request on the prescribed application form at least ten (10) days in advance of the proposed date to the

{ } Director.

{ } Business Manager.

{ } Joint Operating Committee Secretary.

{ } building administrator.

{ x} Facilities Manager~~ of Buildings and Grounds~~.

The application must specify the portion of the facilities requested for use; proposed activities; number of individuals participating; and the date, time and duration of the proposed event.

Along with the completed application, the individual or group must submit the following:

1. { x} Payment of the specified rental fee.
2. { x} Evidence of organizational liability to limits required by school guidelines.
3. { x} Documentation evidencing the school shall be held harmless by the user for any liability that arises from use of facilities by the individual or group.

Application Evaluation

No application to use school facilities shall be approved if the proposed activity would result in any of the following:

1. { x} Conflict with any school-sponsored activity.
2. { x} Access to facilities closed due to renovations, maintenance, cleaning, the school calendar, or Joint Operating Committee action.
3. { x} Access to facilities containing equipment or furnishings which would be detrimental to the operation of a school program if damaged or operated by an unqualified operator.
4. { x} The proposed use would prevent or encumber school personnel from preparing facilities for their primary purpose, because of the nature or duration of the activity.
5. { } Individual or community group uses facilities in excess of five (5) times during any calendar year for the same purpose. This limitation shall not apply to individual athletic contests for children or adults that are part of an overall athletic season schedule, and the use is approved by the Joint Operating Committee.

Limitations

When individuals and community groups receive written permission to use school facilities under this policy, such use shall be conditioned upon strict compliance with the following:

1. { x} Individuals shall not use, access or enter upon any portions of the facilities or their contents not specified in the approved written request form.
2. { x} Individuals shall refrain from any conduct or activities not specifically identified in the approved written request form.
3. { } All activities must begin after 5:00 p.m.
4. { x} All activities must terminate and all individuals and community group members must exit the premises by __9:00_____ p.m.
5. { x} When advertising or promoting activities held at facilities, individuals and community groups shall clearly communicate that the activities are not being sponsored by the school.
6. { x} School equipment used in conjunction with requested facilities shall be identified when the application is submitted. Users of equipment must accept liability for any damage to or loss of equipment that occurs while in their use. Where rules so specify, no equipment may be used except by a qualified operator, provided by the school.
7. Approved users shall ~~will~~ provide adequate supervision to ensure proper use of the grounds, equipment and furnishings.
8. School equipment used in conjunction with requested facilities shall be identified when the application is submitted. ~~users~~Users of school equipment must accept responsibility ~~liability~~ for any damage to or loss of equipment that occurs while in their use. ~~whereruels~~Where rules so specify, no equipment may be used except by a qualified operator provided by the school.

9. The approved user is responsible for setting up, moving, dismantling~~,~~ and returning furniture, equipment and supplies to their proper place.

10. Use of facilities on weekends~~,~~ or when the school would otherwise be closed requires that a school employee be on site. Payroll cost will be billed to the approved user per the fee schedule.

11. The approved user is responsible for performing all custodial chores necessary to restore the facility and furniture to the condition in which is was found. Payroll costs will be billed for additional services.

12. ~~Emergency closing o the school - when~~When the school facilities are closed ~~for~~due to inclement weather or any other reason, the approved ~~applicant~~ use of the school facilities shall ~~will~~ be canceled.

13. The school shall be held harmless by the user for any liability that arises from the use of facilities by the individual or group.

14. The approved user shall be financially responsible ~~liable~~ for damages to~~fo~~the facilities~~acilite.s~~[9]

Prohibited Activities

The following activities are strictly prohibited in school facilities when individuals and community groups are granted written permission to use said facilities:[3]

1. { x} Possession, use or distribution of illegal drugs and/or alcoholic beverages.

2. { x} Possession of weapons.

3. {x } Conduct that would alter, damage or be injurious to any school property, equipment or furnishings.

4. { x} Conduct that would constitute a violation of the Pennsylvania Crimes Code, and/or state and federal laws and regulations.

5. { x} Gambling, games of chance, lotteries, raffles or other activities requiring a license under the Local Option Small Games of Chance Act, unless such activity has been expressly authorized by the Joint Operating Committee or administration.[4][5]

6. { x} Use of tobacco/nicotine and nicotine delivery products. This policy does not prohibit the use of a nicotine patch, gum or lozenge as a smoking cessation product by adults using the school facilities.[6][7][8]

{ } The Joint Operating Committee designates specific areas for tobacco/nicotine use by the public on property owned, leased or controlled by the school that is at least fifty (50) feet from school buildings, stadiums and bleachers.[6]

Violations

The school reserves the right to remove from school premises any individual or community group who fails to comply with the terms and conditions of this policy and established procedures.[3]

In the event an individual or community group violates this policy or the terms under which permission was granted to use school facilities, that individual or community group forfeits the right to submit future written requests to use school property, unless otherwise decided by the Joint Operating Committee.

Fee Schedule

Use of school facilities for activities directly related to the educational program and school operations shall be without cost to users.

{ x} except that the user shall be responsible for extra custodial fees.

Book	Policy Manual
Section	700 Property
Title	Lending of Equipment and Books
Code	708
Status	First Reading
Legal	1. 24 P.S. 801 2. 24 P.S. 1850.1 3. Pol. 707 4. 24 P.S. 804
Last Revised	January 29, 2020

Purpose

The Joint Operating Committee directs that equipment owned **by the** school **normally** shall not be loaned for nonschool use off school property. If equipment is required for use by those granted permission to use school facilities, it may be loaned in accordance with **Joint Operating Committee** policy.[1][2][3]

Delegation of Responsibility

-**IMPORTANT NOTE**: There is language preceded by brackets in the Delegation of Responsibility section which should be used to ensure the correct administrator is named. The original CTC policy stated this was the Director. However, this policy was last reviewed in 1996 and may no longer reflect CTC practice. Please determine which option is in accordance with CTC practice or wishes. **Please place an X in the appropriate brackets to indicate the desired option**. PSBA *recommends* selecting the building administrator, but this is a local decision.

Use of specific items of equipment, when unobtainable elsewhere, may be granted on the written request of the intended user and approval by the

{ X} Director or Principal.

{ } **Joint Operating Committee Secretary**.

{ } **Business Manager**.

{ } **supervisor**.

{ } **building administrator**.

-**IMPORTANT NOTE**: There is language preceded by brackets in the Delegation of Responsibility section. It should be determined if this language is still in accordance with

CTC practice or wishes. **If any of the language is desired, please be sure to place an X in the brackets to indicate such language should be included. If any language is not desired, please strike or delete such language**.

{ } School equipment may be removed from school property by students or staff members only when such equipment is necessary to accomplish tasks **relevant to** their **education** or job responsibilities. Prior approval of the

{ } **building administrator**

{ x} Director or Principal

is required for such removal **and use**.

Guidelines

The user of school owned equipment shall be fully liable for any damage or loss occurring to the equipment during the period of its use and shall be responsible for its safe return.

When equipment authorized for **lending** requires the services of an operator, the user shall employ the person designated by the school and shall pay **the stated** cost **of services**.

Removal of school equipment from school property for personal use by staff or students is prohibited.

School books may be used by students during vacations when permission is granted by the building administrator.[4]

Book	Policy Manual
Section	700 Property
Title	Building Security
Code	709
Status	From PSBA
Legal	1. Pol. 805 2. Pol. 805.2 3. Pol. 907 24 P.S. 1850.1 Pol. 705

Purpose

The **Joint** Operating Committee recognizes the need to maintain security of school facilities for reasons of **safety,** vandalism and theft.

Delegation of Responsibility

Building security shall be **coordinated** by the **School Safety and Security Coordinator,** with the cooperation of **school administrators and staff**.[1][2]

The Director **or designee** shall **develop administrative regulations designating** who **may** be **authorized** to **access school** building(s), **the designated level of access** and who may have after-hours access to school facilities.

Guidelines

After the start of the school day, access to school buildings shall be limited to one (1) entrance that is monitored and capable of controlling visitor entry. All other entrances shall be locked, and designated school staff shall follow established Joint Operating Committee policy and procedures for entry of school visitors and other authorized individuals into school buildings.[3]

Book	Policy Manual
Section	700 Property
Title	Use of Facilities by Staff
Code	710
Status	First Reading
Legal	24 P.S. 1850.1 Pol. 707 Pol. 708

Authority

The Joint Operating Committee establishes that school **equipment and** facilities may not be used by **school** staff for personal reasons, **either on or off school property,** without explicit authorization or administrative permission.

-**IMPORTANT NOTE**: There is language preceded by brackets in the Authority section which should be revised to reflect the CTC's practices.The original JOC policy stated employees could use school property and equipment once approved. However, this policy was last reviewed in 1996 and may no longer reflect CTC practice. Please determine which option(s) are in accordance with CTC practice or wishes. **Please place an X in the appropriate brackets to indicate the desired option(s)**.

{ X} **Personal use of** school equipment by **an** employee **shall not be used for** work which will result in **a monetary** profit to the employee.

Guidelines

School facilities and equipment **are available for staff use only if**:

1. **Such use is in accordance with applicable collective bargaining agreements;**
2. **Such use is clearly within the authorization granted in Joint Operating Committee policy**;
3. **Prior approval has been granted by resolution of the Joint Operating Committee, such as a school-assigned vehicle; or**
4. **Temporary** approval **has been granted** by the **building administrator**.

Book	Policy Manual
Section	700 Property
Title	Integrated Pest Management
Code	716
Status	From PSBA
Legal	1. 22 PA Code 4.12 2. Pol. 102 3. 24 P.S. 772.1 4. 3 P.S. 111.21 et seq 5. 7 PA Code 128.1 et seq 6. 24 P.S. 772.2 7 U.S.C. 136 et seq

Purpose

The school shall utilize integrated pest management procedures to manage structural and landscape pests and the toxic chemicals used for their control in order to alleviate pest problems with the least possible hazard to people, property and the environment.

The school shall integrate IPM education into the curriculum in accordance with relevant academic standards.[1][2]

Definitions

Integrated Pest Management (IPM) is the coordinated use of pest and environmental information to design and implement pest control methods that are economically, environmentally and socially sound. IPM promotes prevention over remediation and advocates integration of at least two (2) or more strategies to achieve long-term solutions.

Integrated Pest Management Plan is a plan that establishes a sustainable approach to managing pests by combining biological, cultural, physical and chemical tools in a way that minimizes economic, health and environmental risks.[3]

Authority

The Joint Operating Committee establishes that the school shall use pesticides only after consideration of the full range of alternatives, based on analysis of environmental effects, safety, effectiveness and costs.[4][5]

The Joint Operating Committee shall adopt an Integrated Pest Management Plan for the building and grounds that complies with policies and regulations promulgated by the Department of Agriculture.[3][5]

The Joint Operating Committee shall designate an employee to serve as IPM Coordinator for the school.

Delegation of Responsibility

The IPM Coordinator shall be responsible to implement Integrated Pest Management procedures and to coordinate communications between the school and the approved contractor.

The IPM Coordinator shall be responsible to annually notify parents/guardians of the procedures for requesting notification of planned and emergency applications of pesticides in the building and on school grounds.[6]

The IPM Coordinator shall maintain detailed records of all chemical pest control treatments for at least three (3) years. Information regarding pest management activities shall be available to the public at the administrative office.[6]

Appropriate personnel involved in making decisions relative to pest management shall participate in update training.

Guidelines

Pest management strategies may include education, exclusion, sanitation, maintenance, biological and mechanical controls, and site appropriate pesticides.

An integrated pest management decision shall consist of the following five (5) steps:

1. Identify pest species.
2. Estimate pest populations and compare to established action thresholds.
3. Select the appropriate management tactics based on current on-site information.
4. Assess effectiveness of pest management.
5. Keep appropriate records.

When pesticide applications are scheduled in the building and on school grounds, the school shall provide notification in accordance with law, including:[6]

1. Posting a pest control sign in an appropriate area.
2. Providing the pest control information sheet to all individuals working in the building.
3. Providing required notice to all parents/guardians of students or to a list of parents/guardians who have requested notification of individual applications of pesticides.

Where pests pose an immediate threat to the health and safety of students or employees, the school may authorize an emergency pesticide application and shall notify by telephone any parent/guardian who has requested such notification.[6]

Book	Policy Manual
Section	700 Property
Title	Cellular Telephones
Code	717
Status	From PSBA
Legal	1. Pol. 624 2. Pol. 317 26 U.S.C. 1 et seq

Purpose

The **Joint** Operating Committee **recognizes** that the use of cellular **telephones by employees may be appropriate and necessary to provide for the** effective **and** efficient **operation** of the school. **In addition, the use of cellular telephones can help to ensure the** safety **and security of school property, staff, students and others while on school property or engaged in school-sponsored activities**.

Authority

The Joint Operating Committee authorizes the purchase and employee use of cellular telephones.

Cellular telephones provided to employees by the school shall be used for authorized business purposes. Personal use **of such shall be prohibited, except in emergency situations**.[1]

Guidelines

Expenses incurred for personal use of cellular telephones provided by the school shall be reimbursed to the school by the employee.

Use of **cellular telephones by employees in violation of Joint Operating Committee** policy, administrative regulations, **and/or federal or state laws shall** result in discipline, as appropriate.[2]

Delegation of Responsibility

The Director or designee shall determine which employees receive cellular telephones provided by the school for business purposes.

The Director **or designee** shall develop **administrative regulations to implement this policy, including a uniform and controlled system for identifying employee cellular telephone needs, monitoring employee use, and reimbursement**.

The Director or designee shall develop administrative regulations for staff use of privately owned cellular telephones for authorized school business.

Erie County Technical School

PROPOSED AGENDA ITEM

MEETING DATE: February 27, 2020

SUBJECT: Donation of Artifacts

SUBMITTED BY: Dr. H. Fred Walker

DESCRIPTION: Based on information supplied by PennDOT, certain artifacts found on the ECTS property could be donated to an Erie area museum

RECOMMENDATION: Motion to donate the artifacts found on ECTS property by PennDOT (i.e., buttons and pottery shards) to the Erie Art Museum.

OS-600

COMMONWEALTH OF PENNSYLVANIA
DEPARTMENT OF TRANSPORTATION

PENNDOT Cultural Resources

DATE: January 28, 2020

SUBJECT:

District: 1 County: Erie MPMS #: 102069
Municipality: Summit Township

SR: 4008 Section: S01
Project Name: Hamot Road/Oliver Road intersection

ER Number: 2016-8320-049 Fed-Aid: Y Fed Permit: Y

Contact Name: Scott Shaffer Phone: 814-765-0456

Email: scoshaffer@pa.gov

TO: H.F. Walker, Director
Erie County Technical School
8500 Oliver Road
Erie, PA 16509

FROM: Scott Shaffer, Historic Preservation Specialist
PennDOT District 2 Environmental
70 PennDOT Dr.
Clearfield, PA 16830

As part of the Erie County SR 4008 Intersection project a Phase I archaeological survey was undertaken on a portion of the school's property. Extensive trenching and archaeological excavation identified the presence two prehistoric and 886 historic artifacts. Representative artifacts are pictured on the attached pages. A table of recovered artifacts is also included.

H.F. Walker letter

January 28, 2020

Due to federal and state regulations, these artifacts were recorded as archaeological site 36ER347 (VoTech 1). Due to federal and state laws these artifacts belong to the landowner (Erie County). The only value these artifacts have is their scientific importance. The Pennsylvania Historical and Museum Commission recognizes this scientific value and has asked PennDOT to make an attempt to acquire the artifacts from the landowner. This is standard practice on PennDOT archaeological projects.

We are asking for the 888 artifacts to be donated to the Pennsylvania State Museum. As the Director of the facility, your signature will do. I have included a museum pamphlet explaining this donation process. I have included a two-page form you need to sign and return if the artifacts are donated to the State Museum. We ask you to sign and return a separate attached form if the artifacts will not be donated to the State Museum. Please call me and we can discuss the signature process and any other information concerning the archaeological site we found on the school property. Please remember these artifacts belong to the "landowner", Erie County in this case. If the artifacts will not be donated, they will be delivered to you. I can be contacted Monday through Friday between 7:30 AM and 3:30 PM at 814-765-0456.

Most Sincerely,

Scott C Shaffer

Scott C Shaffer
Historic Preservation Specialist

Enclosures: Artifact Pictures
Artifact Table
Donation Forms
State Museum Artifact Donation Pamphlet

Erie County Technical School

Expense Reimbursement Request Form

Name: H. Fred Walker

Date	Description Destination	Purpose	Beginning Odometer	Ending Odometer	Total Miles	Reimb @ rate	$0.575	Other Expense description	Other Amount	Total Expenses
2/15/2020	Hershey, PA	PACTA Winter Symposium	0	615	615	$353.625				$353.625
					0	$0.000				$0.000
					0	$0.000				$0.000
					0	$0.000				$0.000
					0	$0.000				$0.000
					0	$0.000				$0.000
					0	$0.000				$0.000
					0	$0.000				$0.000
					0	$0.000				$0.000
					0	$0.000				$0.000
					0	$0.000				$0.000
Totals			$0.000			**$353.625**			**$0.000**	**$353.625**

Budget Account: 10-62360-580-000-00-000-00

I certify the above expenses are true and accurate:

Signature H. W

Supervisor Signature

ISO Form #: 2500.08.01	Revision Date: January 1, 2020
This is a controlled document. Hard copies of this form must conform with Forms Index.	

Expenses and mileage Form walker
2/20/2020

Business Manager's Report
January 2020

Prepared by Terri Birchard
Business Manager

1 General Ledger Bank Account Balances	January 31, 2020	December 31, 2019	Change
General Fund Cash & Investment Accounts			
PNC, PSDLAF, ERIEBank, NWSB	$ 1,314,853.78	$1,364,738.78	$ (49,885.00)
Capital Projects Fund, PSDLAF, NWSB & PNC	$ 742,464.53	$ 836,075.62	$ (93,611.09)
Student Activities Fund-PNC & NWSB	$ 14,768.80	$13,562.74	$ 1,206.06
Flexible Spending Acct - PNC	$ 5,819.74	$7,581.64	$ (1,761.90)
Total All Funds - Bank Balances	$ 2,077,906.85	$2,221,958.78	$ (144,051.93)

2 General Fund (Fund 10)	January 31, 2020			December 31, 2019		
Revenue and Expenditure Summary	Annual Budget	YTD Actual	%	Annual Budget	YTD Actual	%
ECTS-High School						
Fund Balances - July 1, 2019						
Fund Balance-Unassigned-(High School)	$ 138,631	$ 138,631		$ 138,631	$ 138,631	
Fund Balance-Assigned PSERS	$ 318,800	$ 318,800		$ 318,800	$ 318,800	
Fund Balance - Assigned - New Program	$ 250,000	$ 250,000		$ 250,000	$ 250,000	
Fund Balance-Non-Spendable-Inventory	$ 120,162	$ 120,162		$ 120,162	$ 120,162	
	$ 827,593	$ 827,593		$ 827,593	$ 827,593	
Revenue-Local Sources & Districts	$ 4,960,447	$ 2,837,526	57.20%	$ 4,960,447	$ 2,321,095	46.79%
Revenue-All Other Sources	$ 1,666,429	$ 803,922	48.24%	$ 1,666,429	$ 777,344	46.65%
Total Revenue	$ 6,626,876	$ 3,641,448		$ 6,626,876	$ 3,098,439	
Expenditure and reserve	$ 6,626,876	$ 3,308,890	49.93%	$ 6,626,876	$ 2,658,580	40.12%
Change	$ -	$ 332,558		$ -	$ 439,859	
Fund Balances						
Fund Balance-Unassigned-(High School)	$ 138,631	$ 471,189		$ 138,631	$ 578,490	
Fund Balance-Assigned PSERS	$ 318,800	$ 318,800		$ 318,800	$ 318,800	
Fund Balance - Assigned - New Program	$ 250,000	$ 250,000		$ 250,000	$ 250,000	
Fund Balance-Non-Spendable-Inventory	$ 120,162	$ 120,162		$ 120,162	$ 120,162	
	$ 827,593	$ 1,160,151		$ 827,593	$ 1,267,452	

	January 31, 2020			November 30, 2019		
RCTC	Annual Budget	YTD Actual	%	Annual Budget	YTD Actual	%
Fund Balance July 1, 2019	$ 217,986	$ 222,904		$ 217,986	$ 222,904	
Revenue	$ 476,000	$ 321,621	67.57%	$ 476,000	$ 300,553	63.14%
Expenditure and reserve	$ 476,000	$ 328,751	69.07%	$ 476,000	$ 287,363	60.37%
Change	$ -	$ (7,130)		$ -	$ 13,190	
Fund Balance-Assigned-RCTC	$ 217,986	$ 215,774		$ 217,986	$ 236,094	

Prepared by Terri Birchard
Business Manager

3 ECTS Capital Projects Fund (Fund 31) Revenue and Expenditure Summary	January 31, 2020 Annual Budget	January 31, 2020 YTD Actual	January 31, 2020 %	December 31, 2019 Annual Budget	December 31, 2019 YTD Actual	December 31, 2019 %
Fund Balance-July 1, 2019						
Assigned-Transition Center	$ -	$ -		$ -	$ -	
Assigned-Capital Projects	$ 782,179	$ 782,179		$ 782,179	$ 782,179	
	$ 782,179	$ 782,179		$ 782,179	$ 782,179	
Plus:						
Transfers from General Fund-2019-2020	$ 65,900	$ 65,900	100.00%	$ 65,900	$ 65,900	100.00%
School District Contributions - Pre Bid Documents	$ -	$ 225,000		$ -	$ 225,000	
Interest	$ 650	$ 7,136	1097.85%	$ 650	$ 6,302	969.56%
	$ 66,550	$ 298,036		$ 66,550	$ 297,202	
Less:						
School car	$ -	$ -	0.00%	$ -	$ -	0.00%
HS Copier	$ -	$ -	0.00%	$ -	$ -	0.00%
Copier - GRA	$ 25,000	$ -	0.00%	$ 25,000	$ -	0.00%
Network system - server software	$ -	$ -	0.00%	$ -	$ -	0.00%
Faculty laptop replacements	$ 33,000	$ -	0.00%	$ 33,000	$ -	0.00%
Technology	$ -	$ 49,930		$ -	$ 7,280	
Classroom Projection	$ 20,000	$ -	0.00%	$ 20,000	$ -	0.00%
Fire Alarm Project	$ -	$ 52,323		$ -	$ 528	
School District - Pre-Bid Documents	$ -	$ 225,000		$ -	$ -	
Other - Production Server Replacement	$ 50,000	$ -	0.00%	$ 50,000	$ -	0.00%
	$ 128,000	$ 327,253		$ 128,000	$ 7,808	
Fund Balance						
Assigned-Transition Center	$ -	$ -		$ -	$ -	
Assigned-Capital Projects	$ 720,729	$ 752,962		$ 720,729	$ 1,071,574	
	$ 720,729	$ 752,962		$ 720,729	$ 1,071,574	

Business Manager's Report
January 2020

Prepared by Terri Birchard
Business Manager

4	Student Activity Fund (Fund 81)	January 31, 2020		December 31, 2019	
		YTD-Actual		YTD-Actual	
	Fund Balances- July 1, 2019				
	Designated-SkillsUSA	$	3,348	$	3,348
	Designated -Other	$	1,815	$	1,815
	Designated-NTHS	$	3,281	$	3,281
		$	8,444	$	8,444
	Revenue + Transfers				
	SkillsUSA/Other	$	5,257	$	3,741
	Make-A-Wish/Community Blood Bank/Other	$	1,512	$	1,512
	National Technical Honor Society	$	2,224	$	1,869
		$	8,992	$	7,121
	Expenditure				
	SkillsUSA	$	4,907	$	1,558
	Make-A-Wish/Community Blood Bank/Other	$	-	$	-
	National Technical Honor Society	$	1,963	$	1,169
		$	6,870	$	2,727
	Fund Balances- YTD				
	Assigned-SkillsUSA/Other	$	3,698	$	5,531
	Assigned -Other	$	3,327	$	3,327
	Assigned-NTHS	$	3,541	$	3,980
		$	10,566	$	12,838

Business Manager's Report
January 2020

Prepared by Terri Birchard
Business Manager

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NOREBT-ECTS	Medical/ Rx	Dental/Vision	Total
Per Employee Per Month	$ 1,283	$ 85	$ 1,368
Account Balance July 1, 2019, Per NOREBT Statement	$ 585,627	SELF FUNDED - NA	$ 585,627
	$ -		$ -
Account Balance July 1, 2019, Adjusted for June claims	$ 585,627		$ 585,627
Plus: YTD Contributions+receipts	$ 295,418		$ 295,418
Plus: Prescription formulary rebate	$ 4,352		$ 4,352
Plus: Interest allocation/Loyalty credit	$ 10,912		$ 10,912
Plus: reimbursement from excess loss fund	$ -		$ -
	$ 310,682		$ 310,682
Less: YTD gross claims	$ (276,773)		$ (276,773)
Less: YTD gross claims- prescription	$ (79,644)		$ (79,644)
Less: Claims Administration	$ (14,306)		$ (14,306)
Less: Stop Loss insurance	$ (11,268)		$ (11,268)
Less: reinsurance for large claims over 40K	$ (66,108)		$ (66,108)
Less: Miscellaneous Admin (Legal/ACA Fees/Audit)	$ (639)		$ (639)
Less: other expense- Wellness contribution	$ (813)		$ (813)
Less: Admin expenses/stop-loss ins	$ (528)		$ (528)
Less: Total YTD claims/exps.	$ (450,079)		$ (450,079)
Total YTD claims and expenses			
YTD contributions less expenses	$ (139,397)		$ (139,397)
Account balance -12/31/2019 per NOREBT Statement	**$ 446,230**	SELF FUNDED - NA	**$ 446,230**
Months of claims + expenses in reserve	11.9	**Cash Balances - BAI**	11.9
avg monthly claims + expenses	$ 37,507		$ 37,507

MOST RECENT STATEMENT THROUGH 12/31/19

Other information

A. ***Budget resolutions have been sent to all participating districts***
B. ***Reviewing spending for mid-year budget transfer proposals***
C.
D.

Erie County Technical School
Treasurer's Report

General Fund - PNC - Depository Account - NWSB	January 2020	December 2019
Beginning Cash Balance - PNC	$ 64,515.41	$ 284,930.61
Plus: Receipts		
Receipts Deposited	495,694.93	415,023.33
Tfr from other accounts	0.00	0.00
Credit card receipts	11,548.27	12,207.32
Total Receipts	$ 507,243.20	$ 427,230.65
Less: Disbursements		
Checks Disbursements	207,165.25	379,368.85
Wire/ACH payments-taxes/fees/ RCTC Credit Card Refunds	21,322.94	15,500.08
Tfr to other accounts - FLEX/Vision/Dental/Food Service Fund	7,528.10	2,776.92
ACH transfers to PSDLAF	250,000.00	250,000.00
Total disbursements	$ 486,016.29	$ 647,645.85
Ending Cash Balance - PNC/NWSB General Fund	$ 85,742.32	$ 64,515.41

General Fund - PSDLAF/PSDMAX/Investments	January 2020	December 2019
Beginning Cash Balance - PSDLAF	$ 402,350.50	$ 369,697.25
Plus: Receipts		
Transfers from PNC-Erie	250,000.00	250,000.00
Void Add-backs	0.00	0.00
PSDLAF/PSDMAX interest	304.46	336.61
Social Security Subsidy direct deposit	0.00	0.00
Retirement Subsidy direct deposit	0.00	119,298.87
Vocational Ed Subsidy direct deposit	0.00	115,430.73
Other revenues - PSERS/Payroll adjustment/Equipment grant/RCTC tuit	0.00	0.00
Federal/State program grant direct deposit - Perkins	28,228.00	28,228.00
Total Receipts	$ 278,532.46	$ 513,294.21
Less: Disbursements		
Check Disbursements	0.00	0.00
Payroll, VISA and ACH payments out	332,825.95	255,136.64
PSERS Employer/Employee Payment	16,819.30	225,504.32
TFR to other accounts/funds - Capital Projects Fund	0.00	0.00
Total Disbursements	$ 349,645.25	$ 480,640.96
Ending Cash Balance - PSDLAF	$ 331,237.71	$ 402,350.50

ERIEBank	January 2020	December 2019
Beginning Cash Balance-ERIEBank	$ 896,872.84	$ 894,441.27
Plus: Receipts		
Receipts Deposited	0.00	0.00
Interest	0.87	0.84
Unrealized gains/losses	0.00	2,430.73
Total Receipts	$ 0.87	$ 2,431.57
Less: Disbursements		
Checks returned-credit fees-credit card refunds	0.00	0.00
Wire/ACH payments-taxes/fees - bi-annual investment mgmt fee	0.00	0.00
Tfr to other accounts	0.00	0.00
ACH transfers to PSDLAF/PLGIT	0.00	0.00
Total disbursements	$ -	$ -
Ending Cash Balance - ERIEBank	$ 896,873.71	$ 896,872.84
	$ 2,700.62	$ 2,699.75
	$ 894,173.87	$ 894,173.87
	$ 896,873.71	$ 896,872.84

Erie County Technical School
Treasurer's Report

General Fund Section 125-PNC	January 2020	December 2019
Beginning Cash Balance-PNC	$ 7,581.64	$ 4,979.72
Plus Receipts		
Receipts Deposited	2,528.10	236.92
Transfers from other accounts	2,500.00	2,500.00
Total Receipts	$ 5,028.10	$ 2,736.92
Less Disbursements		
Check Disbursements	6,790.00	135.00
Other Disbursements	0.00	0.00
	$ 6,790.00	$ 135.00
Ending Cash Balance-PNC	$ 5,819.74	$ 7,581.64

General Fund -Dental and Vision Claims - PNC	January 2020	December 2019
Beginning Cash Balance-PNC	$ 7,324.71	$ 8,652.51
Plus Receipts		
Receipts Deposited	0.00	0.00
Transfers from other accounts	2,500.00	0.00
Total Receipts	$ 2,500.00	$ -
Less Disbursements		
Check Disbursements	950.00	1,327.80
Other Disbursements	0.00	0.00
	$ 950.00	$ 1,327.80
Ending Cash Balance-PNC	$ 8,874.71	$ 7,324.71
Dental	6,599.05	4,769.05
Vision	2,275.66	2,555.66
	$ 8,874.71	$ 7,324.71

Capital Projects Fund - PSDLAF / PNC / NWSB Accounts	January 2020	December 2019
Beginning Cash and Investments Balance- PSDLAF	$ 836,075.62	$ 897,436.78
Plus Receipts		
Transfers from General Fund-per budget	0.00	65,900.00
School District Pre-bid documents	0.00	96,712.75
Interest posted	833.91	1,026.09
Total Receipts	$ 833.91	$ 163,638.84
Less disbursements		
Less transfers to General Fund	0.00	0.00
Less Checks	94,445.00	0.00
Less Checks issued - PreBid Documents	0.00	225,000.00
	$ 94,445.00	$ 225,000.00
Ending Cash and Investments Balance - PSDLAF	$ 742,464.53	$ 836,075.62
PNC account	15,554.80	58,204.80
NWSB account	165,388.66	67,133.38
PSDMAX account	561,521.07	710,737.44
	$ 742,464.53	$ 836,075.62

Erie County Technical School
Treasurer's Report

Student Activity Fund - PNC / NWSB (For Information)	**January 2020**	**December 2019**
Beginning Cash Balance - PNC	$ 13,562.74	$ 12,197.65
Plus Receipts		
SkillsUSA-Receipts	1,516.02	895.35
COS Funds-Transfer from General Fund	0.00	0.00
NTHS-Receipts	355.04	712.36
NTHS-Transfer from General Fund	0.00	0.00
Community Blood Bank	0.00	0.00
Make A Wish/Other	0.00	1,724.70
Interest/bank fees posted	0.01	0.01
Total Receipts	$ 1,871.07	$ 3,332.42
Less SkillsUSA-disbursements-checks/fees, adjustments	665.00	941.68
Less Make A Wish/Blood Bank-disbursements-checks/fees	0.00	0.00
Less NTHS-disbursements-checks/fees	0.00	1,025.65
	$ 665.00	$ 1,967.33
Ending Cash Balance - PNC / NWSB	$ 14,768.81	$ 13,562.74
SkillsUSA	6,514.86	5,663.84
Blood Bank/Other	460.00	460.00
Make A Wish	3,591.69	3,591.68
NTHS	4,202.26	3,847.22
	$ 14,768.81	$ 13,562.74

Respectfully submitted

Sam Ring,Chairman/Treasurer
Joint Operating Committee

Prepared by: Terri Birchard, Business Manager

Erie County Technical School

Statement of Activities

General Fund - July 1, 2019 to January 31, 2020

		7/1/2019 to 1/31/2020
Revenues		
10-46510-000-000-00-000-000	INTEREST INCOME	$2,634.56
10-46530-000-000-00-000-000	Gains Or Losses On Sale Of Investments - S	$8,191.21
10-46790-000-000-00-000-000	Student Fees - Supplies / Uniforms	$0.00
10-46910-000-000-00-000-000	Facility Rental	$9,680.75
10-46943-100-000-00-000-000	RCTC PART TIME TUITION	$314,689.58
10-46943-100-000-01-000-000	RCTC BOOKSTORE SALES	$2,090.00
10-46946-000-000-01-000-000	FAIRVIEW SD	$99,012.69
10-46946-000-000-02-000-000	FORT LEBOEUF SD	$248,351.81
10-46946-000-000-03-000-000	GENERAL MCLANE SD	$236,620.44
10-46946-000-000-04-000-000	GIRARD SD	$230,424.81
10-46946-000-000-05-000-000	HARBOR CREEK SD	$253,931.44
10-46946-000-000-06-000-000	IROQUOIS SD	$131,188.19
10-46946-000-000-07-000-000	MILLCREEK SD	$468,553.19
10-46946-000-000-08-000-000	NORTH EAST SD	$228,842.82
10-46946-000-000-09-000-000	NORTHWESTERN SD	$196,576.31
10-46946-000-000-10-000-000	UNION CITY SD	$168,970.69
10-46946-000-000-11-000-000	WATTSBURG SD	$181,730.50
10-46946-000-000-92-000-000	DISTRICTS-ALTERNATIVE EDUCATIO	$236,740.02
10-46946-000-000-94-000-000	DISTRICTS- TRANSITION CENTER PAY	$104,399.91
10-46969-000-000-00-000-000	Other Contracted Services - ECVTS/CS	$0.00
10-46990-000-000-00-000-000	MISCELLANEOUS REVENUE	$5,369.61
10-46990-100-000-00-000-000	RCTC - Refunds And Other Miscellaneous R	$4,841.00
10-46992-000-000-00-000-000	INSURANCE PAYMENTS-INDIVIDUALS	$24,698.46
10-47220-000-000-00-000-000	VOCATIONAL EDUCATION SUBSIDY	$346,588.73
10-47220-100-000-00-000-000	VOCATIONAL EDUCATION SUBSIDY	$0.00
10-47360-000-000-00-000-000	Safe Schools - SRO Grant	$0.00
10-47509-000-000-00-000-000	CTE SUPP EQUIPMENT GRANT-STATE	$0.00
10-47810-000-000-00-000-000	SOCIAL SECURITY REIMBURSEMENT	$27,341.25
10-47810-100-000-00-000-000	SOCIAL SECURITY REIMBURSEMENT	$0.00
10-47820-000-000-00-000-000	RETIREMENT REIMBURSEMENT	$260,624.48
10-47820-100-000-00-000-000	RETIREMENT REIMBURSEMENT	$0.00
10-48521-000-000-00-000-000	PERKINS LOCAL PLAN	$169,368.00
10-49400-000-000-00-000-000	Sale of / Compen-loss of Fixed AssT	$1,608.84
Total Revenues		**$3,963,069.29**
Expenses		
10-61290-120-000-00-000-000	Transition Center - Salary	$26,462.92
10-61290-141-000-00-000-000	Transition Center - Aide Wages	$25,798.59
10-61290-213-000-00-000-000	Transition Center - Life Insurance	$162.81
10-61290-214-000-00-000-000	Transition Center - LTD Insurance	$198.39
10-61290-220-000-00-000-000	Transition Center - Social Security	$3,666.32
10-61290-230-000-00-000-000	Transition Center - Retirement	$16,455.60

Erie County Technical School
Statement of Activities
General Fund - July 1, 2019 to January 31, 2020

		7/1/2019 to 1/31/2020
10-61290-260-000-00-000-000	Transition Center - Workers Comp	$572.00
10-61290-271-000-00-000-000	Transition Center - Medical	$17,362.70
10-61290-272-000-00-000-000	Transition Center - Supplemental Benefits	$80.76
10-61290-290-000-00-000-000	Transition Center - 403(b) payments	$0.00
10-61290-580-000-00-000-000	Transition Center - Field Trips/Travel	$22.00
10-61290-610-000-00-000-000	Transition Center - Special Needs-Instructio	$16,070.70
10-61290-610-000-00-000-001	Transition Center - Supplies	$2,065.34
10-61320-120-000-00-000-000	Tourism/Hospitality - Salary	$19,761.06
10-61320-213-000-00-000-000	Tourism/Hospitality - Life Insurance	$57.60
10-61320-214-000-00-000-000	Tourism/Hospitality - LTD Insurance	$111.60
10-61320-220-000-00-000-000	Tourism/Hospitality - Social Security	$1,504.61
10-61320-230-000-00-000-000	Tourism/Hospitality - Retirement	$6,851.88
10-61320-260-000-00-000-000	Tourism/Hospitality - Workers Comp	$226.50
10-61320-271-000-00-000-000	Tourism/Hospitality - Medical	$7,740.00
10-61320-272-000-00-000-000	Tourism/Hospitality - Dental/Vision	$36.00
10-61320-610-000-00-000-000	Tourism/Hospitality - Supplies	$3,771.07
10-61320-640-000-00-000-000	Tourism/Hospitality - Textbooks	$0.00
10-61320-648-000-00-000-000	SALARY-LODGING MANAGEMENT	$0.00
10-61330-120-000-00-000-000	Health Assistant - Salary	$30,214.03
10-61330-213-000-00-000-000	Health Assistant - Life Insurance	$57.60
10-61330-214-000-00-000-000	Health Assistant - LTD Insurance	$111.60
10-61330-220-000-00-000-000	Health Assistant - Social Security	$2,292.23
10-61330-230-000-00-000-000	Health Assistant - Retirement	$10,476.99
10-61330-260-000-00-000-000	Health Assistant - Workers Comp	$341.00
10-61330-271-000-00-000-000	Health Assistant - Medical	$7,740.00
10-61330-272-000-00-000-000	Health Assistant - Dental/Vision	$36.00
10-61330-610-000-00-000-000	Health Assistant - Supplies	$4,371.30
10-61330-610-663-00-000-000	Health Assistant - Supplies (Perkins)	$1,168.78
10-61330-640-000-00-000-000	Health Assistant - Textbook	($575.00)
10-61341-120-000-00-000-000	Early Childhood Education - Salary	$25,110.83
10-61341-213-000-00-000-000	Early Childhood Education - Life Insurance	$57.60
10-61341-214-000-00-000-000	Early Childhood Education - LTD Insurance	$111.60
10-61341-220-000-00-000-000	Early Childhood Education - Social Security	$0.00
10-61341-230-000-00-000-000	Early Childhood Education - Retirement	$0.00
10-61341-260-000-00-000-000	Early Childhood Education - Workers Com	$265.00
10-61341-271-000-00-000-000	Early Childhood Education - Medical	$7,740.00
10-61341-272-000-00-000-000	Early Childhood Education - Dental/Vision	$36.00
10-61341-290-000-00-000-000	Early Childhood Education - 403(b) payment	$0.00
10-61341-610-000-00-000-000	Early Childhood Education - Supplies	$1,406.61
10-61341-750-663-00-000-000	EARLY CHILDHOOD EDUCATION - EQ	$1,699.95
10-61342-120-000-00-000-000	Culinary - Salary	$46,043.62
10-61342-213-000-00-000-000	Culinary - Life Insurance	$115.20
10-61342-214-000-00-000-000	Culinary - LTD Insurance	$223.20
10-61342-220-000-00-000-000	Culinary - Social Security	$2,653.93
10-61342-230-000-00-000-000	Culinary - Retirement	$12,151.46

Erie County Technical School
Statement of Activities
General Fund - July 1, 2019 to January 31, 2020

		7/1/2019 to 1/31/2020
10-61342-260-000-00-000-000	Culinary - Workers Comp	$452.00
10-61342-271-000-00-000-000	Culinary - Medical	$15,480.00
10-61342-272-000-00-000-000	Culinary - Dental/Vision	$72.00
10-61342-610-000-00-000-000	HS SUPPLIES-CULINARY ARTS	$3,048.08
10-61342-610-000-00-000-001	Culinary - Supplies	$32,515.36
10-61342-610-663-00-000-000	Culinary - Supplies (Perkins)	$0.00
10-61342-640-000-00-000-000	SALARY-COMMERCIAL FOOD	$0.00
10-61370-120-000-00-000-000	Technical Instruction - Salary	$77,674.12
10-61370-213-000-00-000-000	Technical Instruction - Life Insurance	$213.59
10-61370-214-000-00-000-000	Technical Instruction - LTD Insurance	$413.82
10-61370-220-000-00-000-000	Technical Instruction - Social Security	$5,895.37
10-61370-230-000-00-000-000	Technical Instruction - Retirement	$20,638.89
10-61370-231-000-00-000-000	VOYA Retirement	$403.92
10-61370-260-000-00-000-000	Technical Instruction - Workers Comp	$1,052.00
10-61370-271-000-00-000-000	Technical Instruction - Medical	$28,700.76
10-61370-272-000-00-000-000	Technical Instruction - Dental/Vision	$133.49
10-61370-290-000-00-000-000	Technical Instruction - 403(b) payments	$0.00
10-61370-610-000-00-000-000	SALARY-TECHNICAL INSTRUCTORS	$66.22
10-61370-610-000-00-000-261	Technical Instruction - Computer Programmin	$2,535.01
10-61370-610-000-00-000-262	Technical Instruction - Drafting and Design -	$7,281.97
10-61370-610-000-00-000-263	Technical Instruction - Electronics - Suppli	$0.00
10-61370-610-000-00-000-264	Technical Instruction - Computer Networkin	$2,840.34
10-61370-610-000-00-000-272	SALARY-TECHNICAL INSTRUCTORS	$0.00
10-61370-610-663-00-000-000	Technical Instruction - Supplies (Perkins)	$4,372.92
10-61370-640-000-00-000-000	Technical Instruction - Textbooks	$0.00
10-61370-648-000-00-000-000	Technical Instruction - Software	$3,500.00
10-61380-120-000-00-000-000	Trade and Industrial - Salary	$281,557.60
10-61380-121-000-00-000-000	Trade and Industrial - Substitutes	($27,986.78)
10-61380-141-663-00-000-000	Trade and Industrial - Aides (Perkins)	$48,618.69
10-61380-213-000-00-000-000	Trade and Industrial - Life Insurance	$2,322.70
10-61380-213-663-00-000-000	Trade and Industrial - Life Insurance (Perki	$103.60
10-61380-214-000-00-000-000	Trade and Industrial - LTD Insurance	$2,154.18
10-61380-214-663-00-000-000	Trade and Industrial - LTD Insurance (Perki	$5.43
10-61380-220-000-00-000-000	Trade and Industrial - Social Security	$21,544.38
10-61380-220-663-00-000-000	Trade and Industrial - Social Security (Perki	$3,719.33
10-61380-230-000-00-000-000	Trade and Industrial - Retirement	$100,530.41
10-61380-230-663-00-000-000	Trade and Industrial - Retirement (Perkins)	$16,671.35
10-61380-250-000-00-000-000	Trade and Industrial - Unemployment Comp	$425.88
10-61380-260-000-00-000-000	Trade and Industrial - Workers Comp	$4,477.00
10-61380-260-663-00-000-000	Trade and Industrial - Workers Comp (Perki	$531.00
10-61380-271-000-00-000-000	Trade and Industrial - Medical	$179,989.40
10-61380-271-663-00-000-000	Trade and Industrial - Medical (Perkins)	$376.54
10-61380-272-000-00-000-000	Trade and Industrial - Dental/Vision	$14,738.75
10-61380-272-663-00-000-000	Trade and Industrial - Dental/Vision (Perkin	$1.75
10-61380-290-000-00-000-000	Trade and Industrial - 403(b) payments	$0.00

		7/1/2019 to 1/31/2020
10-61380-330-000-00-000-000	Trade and Industrial - Contracted Substitute	$35,900.25
10-61380-430-000-00-000-000	Trade and Industrial - High School Repairs a	$0.00
10-61380-580-663-00-000-000	Trade and Industrial - Travel (Perkins)	$1,085.00
10-61380-610-000-00-000-000	SALARY-T & I	$540.56
10-61380-610-000-00-000-265	Trade and Industrial - Art and Design - Supp	$1,500.58
10-61380-610-000-00-000-266	Trade and Industrial - Graphic Arts - Suppli	$2,589.19
10-61380-610-000-00-000-270	Trade and Industrail - Auto Body - Supplies	$5,722.08
10-61380-610-000-00-000-271	Trade and Industrial - Auto Tech - Supplies	$6,008.84
10-61380-610-000-00-000-272	Trade and Industrial - Construction Trades -	$4,479.76
10-61380-610-000-00-000-273	Trade and Industrial - Cosmetology - Suppli	$5,758.65
10-61380-610-000-00-000-275	Trade and Industrial - Electrical Engineering	$12,050.18
10-61380-610-000-00-000-277	Trade and Industrial - Precision Machining -	$7,729.11
10-61380-610-000-00-000-278	Trade and Industrial - Facilities Maintenanc	$1,722.09
10-61380-610-000-00-000-279	Trade and Industrial - Metal Fabrication - Su	$6,342.22
10-61380-610-000-00-000-290	Trade and Industrial - Graduation Supplies	$319.66
10-61380-610-000-00-000-291	Trade and Industrial - Copier Paper Reimbur	$2,416.00
10-61380-610-000-00-000-292	Trade and Industrial - Repair Parts	$0.00
10-61380-610-000-00-000-293	Trade and Industrail - Miscellaneous Lab Su	$640.20
10-61380-610-663-00-000-000	Trade and Industrial - Instructional Supt Sup	$26,626.10
10-61380-640-000-00-000-000	Trade and Industrial - Textbooks	$0.00
10-61380-640-000-00-000-290	Trade and Industrial - Textbooks	$22,816.91
10-61380-648-000-00-000-290	Trade and Industrial - Lab Software	$8,793.00
10-61380-648-663-00-000-000	Trade and Industrail - Lab Software (Perkin	$0.00
10-61380-750-000-00-000-000	Trade and Industrail - Equipment	$0.00
10-61380-750-240-00-000-000	Trade and Industrial - CTE Equipment Gran	$134.25
10-61380-750-663-00-000-000	Trade and Industrial - Equipment (Perkins)	$15,238.27
10-61390-120-000-00-000-000	Other Voc Ed - Salary	$38,795.24
10-61390-213-000-00-000-000	Other Voc Ed - Life Insurance	$115.20
10-61390-214-000-00-000-000	Other Voc Ed - LTD Insurance	$223.20
10-61390-220-000-00-000-000	Other Voc Ed - Social Security	$2,953.34
10-61390-230-000-00-000-000	Other Voc Ed - Retirement	$13,412.88
10-61390-260-000-00-000-000	Other Voc Ed - Workers Comp	$694.50
10-61390-271-000-00-000-000	Other Voc Ed - Medical	$15,480.00
10-61390-272-000-00-000-000	Other Voc Ed - Dental/Vision	$72.00
10-61390-610-000-00-000-000	Other Voc Ed - Supplies	$84.90
10-61390-610-000-00-000-001	Other Voc Ed - Math Supplies	$327.53
10-61390-610-000-00-000-002	Other Vocational Ed - Literacy Supplies	$0.00
10-61442-140-000-00-000-000	Career Alternative Education - Secretary wa	$11,453.76
10-61442-213-000-00-000-000	Career Alternative Education - Life Insuran	$16.80
10-61442-214-000-00-000-000	Career Alternative Education - LTD Insuran	$0.00
10-61442-220-000-00-000-000	Career Alternative Education - Social Secur	$876.27
10-61442-230-000-00-000-000	Career Alternative Education - Retirement	$3,933.48
10-61442-260-000-00-000-000	Career Alternative Education - Worker Com	$46.14
10-61442-271-000-00-000-000	Career Alternative Education - Medical	$0.00
10-61442-272-000-00-000-000	Career Alternative Education - Dental/Visio	$0.00

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10-61442-329-000-00-000-000	Career Alternative Education - Professional S	$186,010.00
10-61442-580-000-00-000-000	Career Alternative Education - Travel	$0.00
10-61442-610-000-00-000-000	Career Alternative Education - Supplies	$3,945.28
10-61442-635-000-00-000-000	Career Alternative Education - Meals/Refres	$5,935.33
10-61610-110-100-40-000-000	RCTC - Manager Salaries	$28,658.31
10-61610-120-100-40-000-000	RCTC - Instructor Salary	$26,679.75
10-61610-140-100-40-000-000	RCTC - Secretary Salary	$5,692.71
10-61610-213-100-40-000-000	RCTC - Life Insurance	$33.60
10-61610-220-000-00-000-000	RCTC - Social Security	$0.00
10-61610-220-100-40-000-000	RCTC - Social Security	$4,371.87
10-61610-230-000-00-000-000	RCTC - Retirement	$4,335.44
10-61610-230-100-40-000-000	RCTC- Retirement	$5,200.60
10-61610-260-100-40-000-000	RCTC - Workers Comp	$415.86
10-61610-271-000-00-000-000	RCTC - Medical	$0.00
10-61610-290-100-40-000-000	RCTC - 403(b) payments	$930.00
10-61610-330-100-40-000-000	RCTC - Contracted Services	$239,168.15
10-61610-530-100-40-000-000	RCTC - Postage	$90.90
10-61610-540-100-40-000-000	RCTC - Advertising	$3,455.03
10-61610-580-100-40-000-000	RCTC - Travel	$0.00
10-61610-610-000-00-000-000	RCTC Supplies	$0.00
10-61610-610-100-40-000-000	RCTC - Supplies	$8,804.98
10-61610-640-100-40-000-000	RCTC- Textbooks	$501.11
10-61610-648-100-40-000-000	RCTC Supplies - Software	$412.50
10-62122-120-000-00-000-000	Pupil Personnel - Counselor Salary	$79,881.27
10-62122-140-000-00-000-000	Pupil Personnel - Co-op Salary	$15,928.38
10-62122-213-000-00-000-000	Pupil Personnel - Life Insurance	$189.60
10-62122-214-000-00-000-000	Pupil Personnel - LTD Insurance	$334.80
10-62122-220-000-00-000-000	Pupil Personnel - Social Security	$7,031.44
10-62122-230-000-00-000-000	Pupil Personnel - Retirement	$31,711.51
10-62122-260-000-00-000-000	Pupil Personnel - Workers Comp	$1,128.00
10-62122-271-000-00-000-000	Pupil Personnel - Medical	$23,220.00
10-62122-272-000-00-000-000	Pupil Personnel - Dental/Vision	$108.00
10-62122-290-000-00-000-000	Pupil Personnel - 403(b) payments	$0.00
10-62122-329-663-00-000-000	Pupil Personnel - Professional Services (Per	$19,148.00
10-62122-330-000-00-000-000	Pupil Personnel - Advertising Services	$1,350.00
10-62122-550-000-00-000-000	Pupil Personnel - Admissions Printing	$15,718.97
10-62122-580-000-00-000-001	Pupil Personnel - Travel - Career Planning	$0.00
10-62122-580-000-00-000-003	Pupil Personnel - Travel - Admissions	$969.18
10-62122-580-000-00-000-005	Pupil Personnel - Travel - Co-op	$0.00
10-62122-580-000-00-000-006	Pupil Personnel - Travel - Special Education	$0.00
10-62122-610-000-00-000-000	PUPIL PERSONEL-COUNSELLOR SALAR	$0.00
10-62122-610-000-00-000-001	Pupil Personnel - Supplies - Career Planning	$1,086.99
10-62122-610-000-00-000-002	Pupil Personnel - Advertising - Newspaper	$165.93
10-62122-610-000-00-000-003	Pupil Personnel - Supplies - Admissions	$1,128.34
10-62122-610-000-00-000-004	Pupil Personnel - Supplies - Special Educati	$470.52

Erie County Technical School

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10-62122-610-000-00-000-005	Pupil Personnel - Supplies - Co-op	$3,240.45
10-62122-635-000-00-000-001	Pupil Personnel - Meals - Career Planning	$880.00
10-62122-635-000-00-000-003	Pupil Personnel - Meals - Admissions	$3,117.99
10-62122-635-000-00-000-005	Pupil Personnel - Meals - Co-op	$1,753.56
10-62260-110-000-00-000-000	Curriculum Development - Salary	$94,989.60
10-62260-213-000-00-000-000	Curriculum Development - Life Insurance	$295.68
10-62260-214-000-00-000-000	Curriculum Development - LTD Insurance	$456.24
10-62260-220-000-00-000-000	Curriculum Development - Social Security	$7,269.06
10-62260-230-000-00-000-000	Curriculum Development - Retirement	$32,571.98
10-62260-260-000-00-000-000	Curriculum Development - Workers Comp	$807.00
10-62260-271-000-00-000-000	Curriculum Development - Medical	$15,480.00
10-62260-272-000-00-000-000	Curriculum Development - Dental/Vision	$72.00
10-62260-330-000-00-000-000	Curriculum Development - Accreditation S	$300.00
10-62260-580-000-00-000-000	Curriculum Development - Travel	$0.00
10-62260-610-000-00-000-000	Curribulum Development - Supplies	$500.00
10-62260-635-000-00-000-000	Curriculum Development - Food	$195.00
10-62271-240-000-00-000-000	Instructional Staff Development - Tuition - C	$26,715.00
10-62271-329-663-00-000-000	INST STAFF DEV- CERT TUITION	$0.00
10-62271-330-000-00-000-000	Instructional Staff Development -Professiona	$525.00
10-62271-580-000-00-000-000	Instructional Staff Development - Travel	$4,807.71
10-62271-610-000-00-000-003	INST STAFF DEV- CERT TUITION	$48.44
10-62271-810-000-00-000-000	Instructional Staff Development - Dues - Cer	$158.00
10-62310-110-000-00-000-000	Board Services - Salary	$1,433.44
10-62310-214-000-00-000-000	Board Services - LTD Insurance	$7.42
10-62310-220-000-00-000-000	Board Services - Social Security	$110.49
10-62310-230-000-00-000-000	Board Services - Retirement	$498.32
10-62310-260-000-00-000-000	Board Services - Workers Comp	$11.00
10-62310-330-000-00-000-000	Board Services - Professional Services	$100.00
10-62310-525-000-00-000-000	Board Services - E&O and Bonding Insura	$9,943.00
10-62310-530-000-00-000-000	Board Services - Postage	$4,536.31
10-62310-540-000-00-000-000	Board Services - Advertising - Legal Ads	$463.80
10-62310-581-000-00-000-000	Board Services - Board Local Mileage	$785.90
10-62310-610-000-00-000-000	Board Services - Supplies (JOC Meeting Ex	$0.00
10-62310-635-000-00-000-000	Board Services -Meals/Refreshments	$872.79
10-62310-810-000-00-000-000	Board Services - Dues and Fees	$4,774.00
10-62350-330-000-00-000-000	Professional Services - Legal and Accountin	$27,124.60
10-62360-110-000-00-000-000	Director Services - Salary	$67,269.28
10-62360-213-000-00-000-000	Director Services - Life Insurance	$211.20
10-62360-214-000-00-000-000	Director Services - LTD Insurance	$334.80
10-62360-220-000-00-000-000	Director Services - Social Security	$5,121.19
10-62360-230-000-00-000-000	Director Services - Retirement	$23,119.39
10-62360-260-000-00-000-000	Director Services - Workers Comp	$546.50
10-62360-271-000-00-000-000	Director Services - Medical	$7,740.00
10-62360-272-000-00-000-000	Director Services - Dental/Vision	$36.00
10-62360-330-000-00-000-000	Directors Services - Superintendent Professi	$2,746.43

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10-62360-580-000-00-000-000	Director Services - Travel	$1,328.64
10-62360-610-000-00-000-000	Director Services - Supplies	$735.21
10-62360-635-000-00-000-000	Director Services - Meals and Refreshments	$2,496.86
10-62380-110-000-00-000-000	Principal/High School Secretary - Principal S	$70,131.52
10-62380-140-000-00-000-000	Principal/High School Secretary - HS Secre	$20,875.66
10-62380-213-000-00-000-000	Principal/High School Secretary - Life Insur	$294.72
10-62380-214-000-00-000-000	Principal/High School Secretary - LTD Insu	$446.40
10-62380-220-000-00-000-000	Principal/High School Secretary - Social Sec	$6,833.80
10-62380-230-000-00-000-000	Principal/High School Secretary - Retiremen	$30,674.25
10-62380-260-000-00-000-000	Principal/High School Secretary - Workers C	$658.50
10-62380-271-000-00-000-000	Principal/High School Secretary - Medical	$15,480.00
10-62380-272-000-00-000-000	Principal/High School Secretary - Dental/Vis	$72.00
10-62380-580-000-00-000-000	ADMIN-H.S. PRINCIPAL TRAVEL	$0.00
10-62380-610-000-00-000-000	Principal/High School Secretary - High Scho	$1,975.55
10-62380-610-000-00-000-001	Principaly/High School Secretary - Infinite C	$2,050.00
10-62380-610-000-00-000-293	SALARY-PRINCIPAL	($774.00)
10-62380-635-000-00-000-000	Principal/High School Secretary - Meals and	$425.38
10-62411-110-000-00-000-000	SALARY - STUDENT HEALTH SVCS CO	$2,500.00
10-62411-130-000-00-000-000	Health Services - Health Service Coordinato	$0.00
10-62411-213-000-00-000-000	SALARY - STUDENT HEALTH SVCS CO	$0.00
10-62411-220-000-00-000-000	Health Services - Health Service Coordinato	$191.25
10-62411-230-000-00-000-000	Health Services - Health Service Coordiinat	$857.25
10-62411-260-000-00-000-000	Health Services - Health Service Coordinato	$0.00
10-62411-330-000-00-000-000	SALARY - STUDENT HEALTH SVCS CO	$0.00
10-62419-130-000-00-000-000	Health Services - Supplemental School Nurs	$13,557.55
10-62419-220-000-00-000-000	Health Services - Supplemental School Nurs	$1,037.14
10-62419-230-000-00-000-000	Health Services - Supplemental School Nurs	$4,648.89
10-62419-260-000-00-000-000	Health Services - Supplemental School Nurs	$127.50
10-62440-610-000-00-000-000	Health Services - Supplies	$1,539.71
10-62500-610-000-00-000-000	Business Services - Supplies	$150.44
10-62511-110-000-00-000-000	Business Services - Business Office Manage	$47,639.46
10-62511-140-000-00-000-000	Business Services - Business Office Secreta	$17,183.22
10-62511-213-000-00-000-000	Business Services - Life Insurance	$211.20
10-62511-214-000-00-000-000	Business Services - LTD Insurance	($831.99)
10-62511-220-000-00-000-000	Business Services - Social Security	$4,892.08
10-62511-230-000-00-000-000	Business Services - Retirement	$22,244.17
10-62511-260-000-00-000-000	Business Services - Workers Comp	$512.50
10-62511-271-000-00-000-000	Business Services - Medical	$15,480.00
10-62511-272-000-00-000-000	Business Services - Dental/Vision	$72.00
10-62511-330-000-00-000-000	Business Services - Contracted Payroll Serv	$22,227.10
10-62511-580-000-00-000-000	Business Services - Travel	$0.00
10-62511-610-000-00-000-000	Business Services - Supplies	$1,728.08
10-62600-340-000-00-000-000	Maintenance - Contracted Services (High S	$1,662.33
10-62600-430-000-00-000-000	Maintenance - Repairs and Maintenance (H	$157.34
10-62600-610-000-00-000-000	Maintenance - Supplies	$1,594.89

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10-62600-621-000-00-000-000	Maintenance - Natural Gas (High School)	$482.58
10-62600-750-000-00-000-000	Operation & Maint Plant Svcs -EQUIP	$0.00
10-62611-110-000-00-000-000	Maintenance Supervisor - Salary	$40,923.84
10-62611-213-000-00-000-000	Maintenance/Custodial - Life Insurance	$127.68
10-62611-214-000-00-000-000	Maintenance Supervisor - LTD Insurance	$206.16
10-62611-220-000-00-000-000	Maintenance Supervisor - FICA	$3,145.44
10-62611-230-000-00-000-000	Maintenance Supervisor - Retirement	$14,032.80
10-62611-260-000-00-000-000	Maintenance Supervisor - Workers Comp	$309.00
10-62611-271-000-00-000-000	Maintenance Supervisor - Medical	$7,740.00
10-62611-272-000-00-000-000	Maintenance Supervisor - Dental/Vision	$36.00
10-62619-180-000-00-000-000	Maintenance/Custodial - Salary	$109,480.72
10-62619-213-000-00-000-000	Maintenance/Custodial - Life Insurance	$182.40
10-62619-214-000-00-000-000	Maintenance/Custodial - LTD Insurance	$214.08
10-62619-220-000-00-000-000	Maintenance/Custodial - FICA	$8,390.42
10-62619-230-000-00-000-000	Maintenance Custodial - Retirement	$28,435.93
10-62619-231-000-00-000-000	SALARY - MAINTENANCE/CUSTODIAL	$10.97
10-62619-260-000-00-000-000	Maintenance/Custodial - Workers Comp	$988.00
10-62619-271-000-00-000-000	Maintenance/Custodial - Medical	$15,480.00
10-62619-272-000-00-000-000	Maintenance/Custodial - Dental/Vision	$72.00
10-62620-340-000-00-000-000	Maintenance - Contracted Services	$1,402.14
10-62620-411-000-00-000-000	Maintenance - Disposal Services	$7,015.18
10-62620-415-000-00-000-000	Maintenance - High School Laundry/Dry C	$3,405.13
10-62620-422-000-00-000-000	Maintenance - Electricity (High School)	$40,981.10
10-62620-422-000-00-801-000	Maintenance - Electricity (Skills Center)	$10,353.77
10-62620-424-000-00-000-000	Maintenance - Water/Sewer	$5,509.07
10-62620-430-000-00-000-000	Maintenance - Repairs and Maintenance (H	$190.33
10-62620-430-000-00-801-000	Maintenance - Repairs and Maintenance (S	$0.00
10-62620-521-000-00-000-000	Maintenance - Property and Liability Ins (H	$42,400.50
10-62620-521-000-00-801-000	Maintenance - Property and Liability Ins (S	$14,133.50
10-62620-610-000-00-000-000	Maintenance - Supplies (High School)	$28,551.46
10-62620-610-000-00-801-000	Maintenance - Supplies (Skills Center)	$0.00
10-62620-621-000-00-000-000	Maintenance - Natural Gas (High School)	$22,110.48
10-62620-621-000-00-801-000	Maintenance - Natural Gas (Skills Center)	$2,804.46
10-62620-622-000-00-000-000	Maintenance - Electricity (High School)	$0.00
10-62620-622-000-00-801-000	Maintenance - Electricity (Skills Center)	$0.00
10-62620-626-000-00-000-000	MAINTENANCE - CONTRACTED SERV	$298.95
10-62630-412-000-00-000-000	Care of Grounds - Snow Removal	$8,784.75
10-62630-414-000-00-000-000	Care of Grounds - Lawn Care	$229.09
10-62640-430-000-00-000-000	Operations and Maintenance - Repairs/Main	$11,521.40
10-62640-430-000-00-801-000	Operations and Maintenance - Repairs/Main	$1,997.69
10-62650-626-000-00-000-000	Vehicle Operations - Gasoline/Diesel	$1,551.18
10-62659-580-000-00-000-000	TRAVEL AND AUTO MILEAGE REIMB	$0.00
10-62660-360-000-00-000-000	Safe Schools	$33,008.03
10-62660-610-000-00-000-000	Safe School Supplies	$0.00
10-62830-330-000-00-000-000	HR-QUALITY- EAP	$3,752.00

Erie County Technical School
Statement of Activities
General Fund - July 1, 2019 to January 31, 2020

		7/1/2019 to 1/31/2020
10-62830-610-000-00-000-000	HR-QUALITY- EAP	$0.00
10-62831-110-000-00-000-000	HR/Quality - Coordinator Salary	$52,042.08
10-62831-213-000-00-000-000	HR/Quality - Life Insurance	$162.24
10-62831-214-000-00-000-000	HR/Quality - LTD Insurance	$262.14
10-62831-220-000-00-000-000	HR/Quality - FICA	$3,930.20
10-62831-230-000-00-000-000	HR/Quality - Retirement	$17,845.28
10-62831-260-000-00-000-000	HR/Quality - Workers Comp	$393.00
10-62831-271-000-00-000-000	HR/Quality - Medical	$7,740.00
10-62831-272-000-00-000-000	HR/Quality - Dental/Vision	$36.00
10-62831-580-000-00-000-000	HR/Quality - Travel	$0.00
10-62831-610-000-00-000-000	HR/Quality - Supplies	$1,105.22
10-62831-635-000-00-000-000	HR/Quality - Meals and Refreshments	$1,572.52
10-62832-540-000-00-000-000	HR/Quality - Advertising and Recruiting	$1,930.00
10-62834-324-000-00-000-000	Staff Development - Employee Training - No	$3,096.00
10-62834-580-000-00-000-000	Staff Development - Travel - Non-Instructi	$1,318.98
10-62834-610-000-00-000-000	Staff Development - Emmployee Training - N	$0.00
10-62834-810-000-00-000-000	Staff Development - Dues - Non-Instructio	$3,007.00
10-62839-330-000-00-000-000	HR/Quality - ISO Audit	$6,191.55
10-62840-110-000-00-000-000	Technology Services - Admin Salary	$44,648.18
10-62840-140-000-00-000-000	Technology Services -Classified-Assistant- S	$24,648.28
10-62840-213-000-00-000-000	Technology Services - Life Insurance	$196.80
10-62840-214-000-00-000-000	Technology Services - LTD Insurance	$335.82
10-62840-220-000-00-000-000	Technology Services - Social Security	$5,361.34
10-62840-230-000-00-000-000	Technology Services - Retirement	$22,804.15
10-62840-260-000-00-000-000	Technology Services - Worker Compensatio	$207.00
10-62840-271-000-00-000-000	Technology Services - Medical	$15,480.00
10-62840-272-000-00-000-000	Technology Services - Dental/Vision	$72.00
10-62840-348-000-00-000-000	Technology Services - Professional Services	$15,153.84
10-62840-438-000-00-000-000	Technology Services - Service Contracts	$11,418.41
10-62840-538-000-00-000-000	Technology Services - Communication/Teleph	$5,350.56
10-62840-580-000-00-000-000	Technology Services - Local Travel	$0.00
10-62840-610-000-00-000-000	TECHNOLOGY SERVICES -ADMIN SAL	$1,086.00
10-62840-618-000-00-000-000	Technology Services - Supplies	$12,811.99
10-62840-618-000-00-000-001	Technology - printer toner stock	$0.00
10-62840-648-000-00-000-000	Technology Services - Software	$0.00
10-62840-650-000-00-000-000	TECHNOLOGY SERVICES -SUPPLIES	$0.00
10-63210-120-000-00-000-000	Student Activity - Advisors	$3,000.00
10-63210-220-000-00-000-000	Student Activity - Social Security	$229.50
10-63210-230-000-00-000-000	Student Activity - Retirement	$1,028.70
10-63210-260-000-00-000-000	Student Activity - Workers Comp	$0.00
10-63390-810-000-00-000-000	Other Community Services - Co-op Cleara	$0.00
10-64200-430-000-00-000-000	Site Improvements - Repairs	$11,383.00
10-64400-330-000-00-000-000	PROFESSIONAL SERVICES-ARCHITEC	$0.00
10-64600-430-000-00-000-000	Building Improvments - Repairs	$19,570.07
10-64600-750-000-00-000-000	Existing Building Ipmrovement Services - E	$0.00

Erie County Technical School
Statement of Activities
General Fund - July 1, 2019 to January 31, 2020

		7/1/2019 to 1/31/2020
10-65230-931-000-00-000-000	Capital Project Fund - Transfers	$65,900.00
10-65900-990-000-00-000-000	Budgetary Reserve	$0.00
10-65900-990-100-00-000-000	65900	$0.00
Total Expenses		**$3,637,640.79**
NET SURPLUS/(DEFICIT)		**$325,428.50**

Erie County Technical School

Statement of Activities

Student Activities - July 1, 2019 to January 31, 2020

		July 1, 2019 - January 31, 2020
Revenues		
81-46510-000-000-00-000-00	INTEREST INCOME	$0.04
81-46990-000-000-00-000-00	Student Activities Revenue - SkillsUSA	$3,380.41
81-46990-000-000-00-000-10	Skills USA - Break Revenue	$1,876.66
81-46990-001-000-00-000-00	Student Activity Revenue- NVTHS	$347.01
81-46990-001-000-00-000-00	Student Activities Revenue - General	$1,491.62
81-46990-001-000-00-000-00	Student Activities - Smoking Tabacco & Electronic Vapor Fine	$20.00
81-46990-001-000-00-000-10	NVTHS - Break Revenue	$1,876.70
Total Revenues		**$8,992.44**
Expenses		
81-63200-580-000-00-000-00	Student Activities -SkillsUSA - travel expenses	$74.24
81-63200-610-000-00-000-00	Student Activities -SUPPLIES- SKILLSUSA	$3,931.60
81-63200-610-000-00-000-00	Student Activities -SUPPLIES-NVTHS	$1,688.40
81-63200-810-000-00-000-00	Student Activities - SkillsUSA - dues	$541.00
81-63200-810-000-00-000-00	Student Activities -SkillsUSA - Leadership Conference	$360.00
81-63200-810-000-00-000-00	Student Activities -NTHS DUES	$275.00
Total Expenses		**$6,870.24**
NET SURPLUS/(DEFICIT)		**$2,122.20**

Erie County Technical School

Bank Register Report - PNC Bank

PNC GENERAL FUND

Transaction Number	Source	Transaction Type	Transaction Date	Reference	Deposits	Payments	Running Total	Post Date	Status
79	Accounts Payable	Bank Draft	1/22/2020	National Fuel Gas	$0.00	$2,221.39	($2,221.39)	1/22/2020	Reconciled
80	Accounts Payable	Bank Draft	1/3/2020	Penelec	$0.00	$7,985.29	($10,206.68)	1/3/2020	Reconciled
81	Accounts Payable	Bank Draft	1/31/2020	Penelec	$0.00	$7,592.44	($17,799.12)	1/31/2020	Reconciled
82	Accounts Payable	Bank Draft	1/13/2020	PITNEY BOWES-METER POSTAGE	$0.00	$1,206.05	($19,005.17)	1/13/2020	Reconciled
2262	Accounts Payable	Computer Check	1/3/2020	Rob Suprynowicz	$0.00	$330.72	($19,335.89)	1/3/2020	Reconciled
2262	Accounts Payable	One-Time Check	1/15/2020	Rhonda J. Winnecour, Esquire	$0.00	$700.00	($20,035.89)	1/15/2020	Outstanding
2263	Accounts Payable	Computer Check	1/13/2020	Boston Mutual Life Insurance Compan	$0.00	$809.79	($20,845.68)	1/13/2020	Reconciled
2264	Accounts Payable	Computer Check	1/13/2020	C.M. Regent Insurance Company	$0.00	$928.48	($21,774.16)	1/13/2020	Reconciled
2265	Accounts Payable	Computer Check	1/13/2020	NOREBT	$0.00	$56,760.00	($78,534.16)	1/13/2020	Reconciled
2266	Accounts Payable	Computer Check	1/14/2020	Terri L. Birchard	$0.00	$84.00	($78,618.16)	1/14/2020	Reconciled
2268	Accounts Payable	Computer Check	1/21/2020	Postmaster	$0.00	$235.00	($78,853.16)	1/21/2020	Reconciled
2269	Accounts Payable	One-Time Check	1/21/2020	Ronda J. Winnecour, Esquire	$0.00	$700.00	($79,553.16)	1/21/2020	Reconciled
2270	Accounts Payable	Computer Check	1/24/2020	ABCO Fire Protection	$0.00	$650.50	($80,203.66)	1/24/2020	Reconciled
2271	Accounts Payable	Computer Check	1/24/2020	American Culinary Federation Educat	$0.00	$300.00	($80,503.66)	1/24/2020	Reconciled
2272	Accounts Payable	Computer Check	1/24/2020	Autozone	$0.00	$500.72	($81,004.38)	1/24/2020	Reconciled
2273	Accounts Payable	Computer Check	1/24/2020	Benefit Administrators, Inc.	$0.00	$241.15	($81,245.53)	1/24/2020	Reconciled
2274	Accounts Payable	Computer Check	1/24/2020	Brigiotta's Produce & Garden Center	$0.00	$666.71	($81,912.24)	1/24/2020	Reconciled
2275	Accounts Payable	Computer Check	1/24/2020	Builders Hardware	$0.00	$1,109.44	($83,021.68)	1/24/2020	Reconciled
2276	Accounts Payable	Computer Check	1/24/2020	Corey Long	$0.00	$957.00	($83,978.68)	1/24/2020	Reconciled
2277	Accounts Payable	Computer Check	1/24/2020	County of Erie General Fund	$0.00	$23,849.80	($107,828.48)	1/24/2020	Reconciled
2278	Accounts Payable	Computer Check	1/24/2020	Danielle Wiilber	$0.00	$1,914.00	($109,742.48)	1/24/2020	Outstanding
2279	Accounts Payable	Computer Check	1/24/2020	Desantis Solutions	$0.00	$1,052.13	($110,794.61)	1/24/2020	Reconciled
2280	Accounts Payable	Computer Check	1/24/2020	Dianna Noe	$0.00	$675.00	($111,469.61)	1/24/2020	Reconciled
2281	Accounts Payable	Computer Check	1/24/2020	Direct Energy Business	$0.00	$4,421.58	($115,891.19)	1/24/2020	Outstanding
2282	Accounts Payable	Computer Check	1/24/2020	ECTS-Foundation	$0.00	$183.28	($116,074.47)	1/24/2020	Reconciled
2283	Accounts Payable	Computer Check	1/24/2020	Erie Regional Manufacturer Partnersh	$0.00	$500.00	($116,574.47)	1/24/2020	Reconciled
2284	Accounts Payable	Computer Check	1/24/2020	FLB Cafeteria Account	$0.00	$1,167.00	($117,741.47)	1/24/2020	Reconciled
2285	Accounts Payable	Computer Check	1/24/2020	Frontier Laundry	$0.00	$169.58	($117,911.05)	1/24/2020	Reconciled
2286	Accounts Payable	Computer Check	1/24/2020	H. Fred Walker	$0.00	$302.76	($118,213.81)	1/24/2020	Outstanding
2287	Accounts Payable	Computer Check	1/24/2020	Helen Nelson Trucking	$0.00	$3,228.25	($121,442.06)	1/24/2020	Reconciled
2288	Accounts Payable	Computer Check	1/24/2020	Interstate Tax Service, Inc.	$0.00	$141.96	($121,584.02)	1/24/2020	Reconciled
2289	Accounts Payable	Computer Check	1/24/2020	James B. Schwab Co.	$0.00	$2,785.97	($124,369.99)	1/24/2020	Reconciled
2290	Accounts Payable	Computer Check	1/24/2020	Jason Klins	$0.00	$957.00	($125,326.99)	1/24/2020	Outstanding
2291	Accounts Payable	Computer Check	1/24/2020	Jessica Warren	$0.00	$981.99	($126,308.98)	1/24/2020	Reconciled
2292	Accounts Payable	Computer Check	1/24/2020	Kelly Services, Inc.	$0.00	$3,437.10	($129,746.08)	1/24/2020	Reconciled
2293	Accounts Payable	Computer Check	1/24/2020	Knox McLaughlin Gornall & Sennett, P	$0.00	$3,456.00	($133,202.08)	1/24/2020	Reconciled
2294	Accounts Payable	Computer Check	1/24/2020	Koldrock Waters, Inc.	$0.00	$121.75	($133,323.83)	1/24/2020	Reconciled
2295	Accounts Payable	Computer Check	1/24/2020	Kubinski Business Systems	$0.00	$94.13	($133,417.96)	1/24/2020	Outstanding

Erie County Technical School

Bank Register Report - PNC Bank

PNC GENERAL FUND

Transaction Number	Source	Transaction Type	Transaction Date	Reference	Deposits	Payments	Running Total	Post Date	Status
2296	Accounts Payable	Computer Check	1/24/2020	Matthew Walter	$0.00	$3,096.00	($136,513.96)	1/24/2020	Reconciled
2297	Accounts Payable	Computer Check	1/24/2020	Northwest Tri-County IU5	$0.00	$186.93	($136,700.89)	1/24/2020	Reconciled
2298	Accounts Payable	Computer Check	1/24/2020	NOTABLE CORPORATION	$0.00	$100.44	($136,801.33)	1/24/2020	Reconciled
2299	Accounts Payable	Computer Check	1/24/2020	Pa Pride, LLC	$0.00	$30,750.00	($167,551.33)	1/24/2020	Outstanding
2300	Accounts Payable	Computer Check	1/24/2020	Pepsi Beverages Company	$0.00	$1,917.38	($169,468.71)	1/24/2020	Reconciled
2301	Accounts Payable	Computer Check	1/24/2020	Perry Highway Hose Company	$0.00	$1,000.00	($170,468.71)	1/24/2020	Outstanding
2302	Accounts Payable	Computer Check	1/24/2020	PPG ARCHITECTURAL FINISHES	$0.00	$95.50	($170,564.21)	1/24/2020	Reconciled
2303	Accounts Payable	Computer Check	1/24/2020	Reinhart Food Service	$0.00	$4,244.05	($174,808.26)	1/24/2020	Reconciled
2304	Accounts Payable	Computer Check	1/24/2020	Sarah A. Reed Children's Center	$0.00	$35,750.00	($210,558.26)	1/24/2020	Reconciled
2305	Accounts Payable	Computer Check	1/24/2020	Scott Electric	$0.00	$318.12	($210,876.38)	1/24/2020	Reconciled
2306	Accounts Payable	Computer Check	1/24/2020	SJE FBO EnergyMark, LLC	$0.00	$100.00	($210,976.38)	1/24/2020	Outstanding
2307	Accounts Payable	Computer Check	1/24/2020	The Nutrition Group	$0.00	$1,012.00	($211,988.38)	1/24/2020	Reconciled
2308	Accounts Payable	Computer Check	1/24/2020	Times Publishing Company	$0.00	$109.50	($212,097.88)	1/24/2020	Reconciled
2309	Accounts Payable	Computer Check	1/24/2020	Unifirst Corporation	$0.00	$641.22	($212,739.10)	1/24/2020	Reconciled
2310	Accounts Payable	Computer Check	1/24/2020	Verizon Wireless	$0.00	$337.92	($213,077.02)	1/24/2020	Reconciled
2312	Accounts Payable	Computer Check	1/24/2020	Wilkins Company, Inc.	$0.00	$1,212.00	($214,289.02)	1/24/2020	Outstanding
2313	Accounts Payable	Computer Check	1/24/2020	WM. T. Spaeder Co. Inc.	$0.00	$280.71	($214,569.73)	1/24/2020	Reconciled
2314	Accounts Payable	Computer Check	1/24/2020	Benefit Administrators, Inc.	$0.00	$530.50	($215,100.23)	1/24/2020	Reconciled
2315	Accounts Payable	Computer Check	1/24/2020	BLACKBAUD	$0.00	$9,783.35	($224,883.58)	1/24/2020	Outstanding
2316	Accounts Payable	Computer Check	1/24/2020	PA Principals Association	$0.00	$595.00	($225,478.58)	1/24/2020	Outstanding
2317	Accounts Payable	Computer Check	1/24/2020	Summit Township Sewer Authority	$0.00	$352.86	($225,831.44)	1/24/2020	Reconciled
2318	Accounts Payable	Computer Check	1/24/2020	Summit Township Water Authority	$0.00	$549.98	($226,381.42)	1/24/2020	Reconciled

Summary by Transaction Type

Total Deposits	**$0.00**
Less Payments by Transaction Type:	
Computer Check	**($205,976.25)**
One-Time Check	**($1,400.00)**
Bank Draft	**($19,005.17)**
Total Payments:	**($226,381.42)**
Adjustments:	
Payment Adjustments	**$0.00**
Deposit Adjustments	**$0.00**
Total Adjustments:	**$0.00**
Total Change in Register Balance:	**($226,381.42)**

Erie County Technical School

Bank Register Report - PNC Bank

PNC GENERAL FUND

Transaction Number	Source	Transaction Type	Transaction Date	Reference	Deposits	Payments	Running Total	Post Date	Status

Erie County Technical School

Bank Register Report - Capital Reseve Fd- PNC Checking

CAPITAL PROJECTS FUND - PNC Bank

Transaction Number	Source	Transaction Type	Transaction Date	Reference	Deposits	Payments	Running Total	Post Date	Status
1009	Accounts Payable	Computer Check	1/24/2020	ComDoc	$0.00	$42,650.00	($42,650.00)	1/24/2020	Reconciled

Summary by Transaction Type

Total Deposits	**$0.00**
Less Payments by Transaction Type:	
Computer Check	**($42,650.00)**
Total Payments:	**($42,650.00)**
Adjustments:	
Payment Adjustments	**$0.00**
Deposit Adjustments	**$0.00**
Total Adjustments:	**$0.00**
Total Change in Register Balance:	**($42,650.00)**

Erie County Technical School

Bank Register Report - NWSB Capital Project Checking

CAPITAL PROJECTS FUND - NWSB

Transaction Number	Source	Transaction Type	Transaction Date	Reference	Deposits	Payments	Running Total	Post Date	Status
1001	Accounts Payable	Computer Check	1/24/2020	NEWCO Electric Co.	$0.00	$51,795.00	($51,795.00)	1/24/2020	Reconciled

Summary by Transaction Type

Total Deposits	**$0.00**
Less Payments by Transaction Type:	
Computer Check	**($51,795.00)**
Total Payments:	**($51,795.00)**
Adjustments:	
Payment Adjustments	**$0.00**
Deposit Adjustments	**$0.00**
Total Adjustments:	**$0.00**
Total Change in Register Balance:	**($51,795.00)**

Erie County Technical School

Bank Register Report - Student Activities Bank Account

STUDENT ACTIVITIES FUND

Transaction Number	Source	Transaction Type	Transaction Date	Reference	Deposits	Payments	Running Total	Post Date	Status
1056	Accounts Payable	One-Time Check	1/14/2020	District 10 SkillsUSA	$0.00	$650.00	($650.00)	1/13/2020	Reconciled
1057	Accounts Payable	One-Time Check	1/14/2020	Terri L. Birchard	$0.00	$15.00	($665.00)	1/13/2020	Reconciled

Summary by Transaction Type

Total Deposits	**$0.00**
Less Payments by Transaction Type:	
One-Time Check	**($665.00)**
Total Payments:	**($665.00)**
Adjustments:	
Payment Adjustments	**$0.00**
Deposit Adjustments	**$0.00**
Total Adjustments:	**$0.00**
Total Change in Register Balance:	**($665.00)**

Erie County Technical School
Open Invoice Report
General Fund

Vendor Name	Invoice Number	Invoice Date	Post Date	Invoice Balance	Potential Discount	Discount Expires On	Net Amount Due	Invoice Due Date	Days Past Due
Allegheny Educational Systems, Inc.									
Allegheny Educational Systems, Inc.	26353	1/31/2020	2/29/2020	$8,715.00	$0.00		$8,715.00	3/1/2020	0
		Totals for Allegheny Educational Systems, Inc.		*$8,715.00*	*$0.00*		*$8,715.00*		
Autozone									
Autozone	1825383739	10/9/2019	2/29/2020	$44.00	$0.00		$44.00	2/29/2020	0
		Totals for Autozone.		*$44.00*	*$0.00*		*$44.00*		
Benefit Administrators, Inc.									
Benefit Administrators, Inc.	01/15/2020	1/15/2020	2/29/2020	$305.35	$0.00		$305.35	2/29/2020	0
Benefit Administrators, Inc.	3133	2/18/2020	2/29/2020	$39.00	$0.00		$39.00	3/3/2020	0
		Totals for Benefit Administrators, Inc.		*$344.35*	*$0.00*		*$344.35*		
Brigiotta's Produce & Garden Center									
Brigiotta's Produce & Garden Center	311798	2/7/2020	2/29/2020	$189.60	$0.00		$189.60	2/29/2020	0
Brigiotta's Produce & Garden Center	298435	11/13/2019	2/29/2020	$65.85	$0.00		$65.85	2/29/2020	0
Brigiotta's Produce & Garden Center	310339	1/29/2020	2/29/2020	$133.85	$0.00		$133.85	2/29/2020	0
Brigiotta's Produce & Garden Center	311197	2/3/2020	2/29/2020	$134.46	$0.00		$134.46	2/29/2020	0
		Totals for Brigiotta's Produce & Garden Center		*$523.76*	*$0.00*		*$523.76*		
Contract Paper Group, Inc.									
Contract Paper Group, Inc.	43007676501	1/27/2020	2/29/2020	$2,272.00	$0.00		$2,272.00	2/29/2020	0
		Totals for Contract Paper Group, Inc.		*$2,272.00*	*$0.00*		*$2,272.00*		
Creative Imprint									
Creative Imprint	10305	2/11/2020	2/29/2020	$429.50	$0.00		$429.50	2/21/2020	8
		Totals for Creative Imprint		*$429.50*	*$0.00*		*$429.50*		
David Yanosko									
David Yanosko	02/19/2020MILEAGE	2/19/2020	2/29/2020	$73.03	$0.00		$73.03	2/29/2020	0
		Totals for David Yanosko.		*$73.03*	*$0.00*		*$73.03*		
Dell Marketing L.P.									
Dell Marketing L.P.	10371449262	1/30/2020	2/29/2020	$14,477.76	$0.00		$14,477.76	2/29/2020	0
Dell Marketing L.P.	10370709380	1/27/2020	2/29/2020	$13,215.42	$0.00		$13,215.42	2/26/2020	3
		Totals for Dell Marketing L.P.		*$27,693.18*	*$0.00*		*$27,693.18*		
Desantis Solutions									
Desantis Solutions	203096	1/24/2020	2/29/2020	$424.89	$0.00		$424.89	2/29/2020	0
Desantis Solutions	202699	1/22/2020	2/29/2020	$171.89	$0.00		$171.89	2/29/2020	0
Desantis Solutions	204180	2/7/2020	2/29/2020	$564.00	$0.00		$564.00	2/29/2020	0
		Totals for Desantis Solutions		*$1,160.78*	*$0.00*		*$1,160.78*		

Erie County Technical School
Open Invoice Report
General Fund

Vendor Name	Invoice Number	Invoice Date	Post Date	Invoice Balance	Potential Discount	Discount Expires On	Net Amount Due	Invoice Due Date	Days Past Due
Dianna Noe									
Dianna Noe	19	1/30/2020	2/29/2020	$1,125.00	$0.00		$1,125.00	2/29/2020	0
		Totals for Dianna Noe.		*$1,125.00*	*$0.00*		*$1,125.00*		
Direct Energy Business									
Direct Energy Business	HS01707827	2/17/2020	2/29/2020	$888.34	$0.00		$888.34	2/29/2020	0
Direct Energy Business	HS01687351	2/5/2020	2/29/2020	$3,811.20	$0.00		$3,811.20	2/29/2020	0
Direct Energy Business	HS01657481SC	1/17/2020	2/29/2020	$339.94	$0.00		$339.94	2/16/2020	13
		Totals for Direct Energy Business		*$5,039.48*	*$0.00*		*$5,039.48*		
ECTS - Student Activities Fund									
ECTS - Student Activities Fund	INVOICE1	1/7/2020	2/29/2020	$40.00	$0.00		$40.00	2/29/2020	0
ECTS - Student Activities Fund	INVOICE2	1/28/2020	2/29/2020	$144.00	$0.00		$144.00	2/29/2020	0
ECTS - Student Activities Fund	INVOICE 3	2/13/2020	2/29/2020	$72.00	$0.00		$72.00	2/29/2020	0
ECTS - Student Activities Fund	INVOICE 4	2/18/2020	2/29/2020	$144.00	$0.00		$144.00	2/29/2020	0
		Totals for ECTS - Student Activities Fund		*$400.00*	*$0.00*		*$400.00*		
Fagan Sanitary Supply									
Fagan Sanitary Supply	164222	2/4/2020	2/29/2020	$360.08	$0.00		$360.08	2/29/2020	0
		Totals for Fagan Sanitary Supply		*$360.08*	*$0.00*		*$360.08*		
FLB Cafeteria Account									
FLB Cafeteria Account	13120	2/10/2020	2/29/2020	$1,683.00	$0.00		$1,683.00	2/29/2020	0
		Totals for FLB Cafeteria Account		*$1,683.00*	*$0.00*		*$1,683.00*		
Frontier Laundry									
Frontier Laundry	27094	1/10/2020	2/29/2020	$17.50	$0.00		$17.50	2/29/2020	0
Frontier Laundry	27093	1/10/2020	2/29/2020	$43.49	$0.00		$43.49	2/29/2020	0
Frontier Laundry	27162	1/24/2020	2/29/2020	$17.50	$0.00		$17.50	2/29/2020	0
Frontier Laundry	27165	1/7/2020	2/29/2020	$36.49	$0.00		$36.49	2/29/2020	0
		Totals for Frontier Laundry		*$114.98*	*$0.00*		*$114.98*		
Galbraith Media Access									
Galbraith Media Access	1881	2/7/2020	2/29/2020	$640.00	$0.00		$640.00	2/29/2020	0
Galbraith Media Access	1882	2/7/2020	2/29/2020	$600.00	$0.00		$600.00	2/29/2020	0
Galbraith Media Access	1889	2/18/2020	2/29/2020	$510.03	$0.00		$510.03	2/29/2020	0
Galbraith Media Access	1890	2/18/2020	2/29/2020	$1,090.48	$0.00		$1,090.48	2/29/2020	0
		Totals for Galbraith Media Access		*$2,840.51*	*$0.00*		*$2,840.51*		
General Exterminating									
General Exterminating	159585	1/27/2020	2/29/2020	$50.00	$0.00		$50.00	1/27/2020	33
		Totals for General Exterminating		*$50.00*	*$0.00*		*$50.00*		

Erie County Technical School
Open Invoice Report
General Fund

Vendor Name	Invoice Number	Invoice Date	Post Date	Invoice Balance	Potential Discount	Discount Expires On	Net Amount Due	Invoice Due Date	Days Past Due
Global Equipment Company Inc.									
Global Equipment Company Inc.	115485956	1/30/2020	2/29/2020	$4,503.80	$0.00		$4,503.80	2/29/2020	0
Global Equipment Company Inc.	115519679	2/6/2020	2/29/2020	$2,148.71	$0.00		$2,148.71	2/29/2020	0
		Totals for Global Equipment Company Inc.		*$6,652.51*	*$0.00*		*$6,652.51*		
H. Fred Walker									
H. Fred Walker	01/22/2020Expense	1/22/2020	2/29/2020	$212.18	$0.00		$212.18	2/29/2020	0
		Totals for H. Fred Walker		*$212.18*	*$0.00*		*$212.18*		
James B. Schwab Co.									
James B. Schwab Co.	174079	1/27/2020	2/29/2020	$288.51	$0.00		$288.51	2/29/2020	0
James B. Schwab Co.	174080	1/27/2020	2/29/2020	$231.98	$0.00		$231.98	2/29/2020	0
		Totals for James B. Schwab Co.		*$520.49*	*$0.00*		*$520.49*		
John Rainey									
John Rainey	01/21/20ECE	1/21/2020	2/29/2020	$1,275.00	$0.00		$1,275.00	2/29/2020	0
		Totals for John Rainey		*$1,275.00*	*$0.00*		*$1,275.00*		
Kelly Services, Inc.									
Kelly Services, Inc.	3132171	1/20/2020	2/29/2020	$140.00	$0.00		$140.00	2/29/2020	0
Kelly Services, Inc.	3132170	1/20/2020	2/29/2020	$140.00	$0.00		$140.00	2/29/2020	0
Kelly Services, Inc.	3132169	1/20/2020	2/29/2020	$380.25	$0.00		$380.25	2/29/2020	0
Kelly Services, Inc.	5138174	2/3/2020	2/29/2020	$224.00	$0.00		$224.00	2/29/2020	0
Kelly Services, Inc.	5138173	2/3/2020	2/29/2020	$224.00	$0.00		$224.00	2/29/2020	0
Kelly Services, Inc.	5138175	2/3/2020	2/29/2020	$112.00	$0.00		$112.00	2/29/2020	0
Kelly Services, Inc.	6137348	2/10/2020	2/29/2020	$112.00	$0.00		$112.00	2/29/2020	0
Kelly Services, Inc.	6137347	2/10/2020	2/29/2020	$56.00	$0.00		$56.00	2/29/2020	0
Kelly Services, Inc.	6137346	2/10/2020	2/29/2020	$684.45	$0.00		$684.45	2/29/2020	0
Kelly Services, Inc.	7123970	2/17/2020	2/29/2020	$56.00	$0.00		$56.00	2/29/2020	0
Kelly Services, Inc.	7123969	2/17/2020	2/29/2020	$224.00	$0.00		$224.00	2/29/2020	0
Kelly Services, Inc.	4117734	1/27/2020	2/29/2020	$112.00	$0.00		$112.00	2/29/2020	0
Kelly Services, Inc.	4117733	1/27/2020	2/29/2020	$112.00	$0.00		$112.00	2/29/2020	0
Kelly Services, Inc.	4117735	1/27/2020	2/29/2020	$112.00	$0.00		$112.00	2/29/2020	0
		Totals for Kelly Services, Inc.		*$2,688.70*	*$0.00*		*$2,688.70*		
Knox McLaughlin Gornall & Sennett, P.C.									
Knox McLaughlin Gornall & Sennett, P.C.	2275867	1/21/2020	2/29/2020	$57.00	$0.00		$57.00	2/29/2020	0
Knox McLaughlin Gornall & Sennett, P.C.	2276087	2/7/2020	2/29/2020	$3,735.00	$0.00		$3,735.00	2/29/2020	0
		Totals for Knox McLaughlin Gornall & Sennett, P.C.		*$3,792.00*	*$0.00*		*$3,792.00*		
Koldrock Waters, Inc.									
Koldrock Waters, Inc.	814703	11/11/2019	2/29/2020	$39.45	$0.00		$39.45	2/29/2020	0

Vendor Name	Invoice Number	Invoice Date	Post Date	Invoice Balance	Potential Discount	Discount Expires On	Net Amount Due	Invoice Due Date	Days Past Due
Koldrock Waters, Inc.	818708	1/6/2020	2/29/2020	$46.45	$0.00		$46.45	2/29/2020	0
Koldrock Waters, Inc.	818710	1/6/2020	2/29/2020	$23.95	$0.00		$23.95	2/29/2020	0
Koldrock Waters, Inc.	818711	1/6/2020	2/29/2020	$29.95	$0.00		$29.95	2/29/2020	0
Koldrock Waters, Inc.	818707	1/6/2020	2/29/2020	$45.95	$0.00		$45.95	2/29/2020	0
Koldrock Waters, Inc.	818709	1/6/2020	2/29/2020	$18.45	$0.00		$18.45	2/29/2020	0
Koldrock Waters, Inc.	814703	12/15/2019	12/31/2019	$39.45	$0.00		$39.45	12/31/2019	60
		Totals for Koldrock Waters, Inc.		*$243.65*	*$0.00*		*$243.65*		
Kubinski Business Systems									
Kubinski Business Systems	179351	1/30/2020	2/29/2020	$76.58	$0.00		$76.58	2/29/2020	0
		Totals for Kubinski Business Systems		*$76.58*	*$0.00*		*$76.58*		
Laser Creations by I.D. Systems									
Laser Creations by I.D. Systems	38342	1/28/2020	2/29/2020	$56.10	$0.00		$56.10	2/29/2020	0
		Totals for Laser Creations by I.D. Systems		*$56.10*	*$0.00*		*$56.10*		
National Fuel Gas									
National Fuel Gas	03/03/2020SC	2/19/2020	2/29/2020	$663.11	$0.00		$663.11	3/3/2020	0
National Fuel Gas	02/20/2020HS	2/20/2020	2/29/2020	$2,450.45	$0.00		$2,450.45	2/20/2020	9
		Totals for National Fuel Gas		*$3,113.56*	*$0.00*		*$3,113.56*		
NaviGate Prepared									
NaviGate Prepared	INV-INN-1250	2/1/2020	2/29/2020	$1,000.00	$0.00		$1,000.00	2/29/2020	0
		Totals for NaviGate Prepared		*$1,000.00*	*$0.00*		*$1,000.00*		
NetSupport Incorporated									
NetSupport Incorporated	544457	1/31/2020	2/29/2020	$4,500.00	$0.00		$4,500.00	2/29/2020	0
		Totals for NetSupport Incorporated		*$4,500.00*	*$0.00*		*$4,500.00*		
Northwest Tri-County IU5									
Northwest Tri-County IU5	MISC005287	2/2/2020	2/29/2020	$186.93	$0.00		$186.93	2/29/2020	0
		Totals for Northwest Tri-County IU5		*$186.93*	*$0.00*		*$186.93*		
Pa Pride, LLC									
Pa Pride, LLC	891	1/17/2020	2/29/2020	$2,200.00	$0.00		$2,200.00	2/29/2020	0
Pa Pride, LLC	904	2/13/2020	2/3/2020	$6,290.00	$0.00		$6,290.00	2/29/2020	0
Pa Pride, LLC	905	2/13/2020	2/29/2020	$6,290.00	$0.00		$6,290.00	2/29/2020	0
		Totals for Pa Pride, LLC		*$14,780.00*	*$0.00*		*$14,780.00*		
Pepsi Beverages Company									
Pepsi Beverages Company	48368204	2/10/2020	2/29/2020	$1,585.75	$0.00		$1,585.75	2/29/2020	0
Pepsi Beverages Company	47528405	2/17/2020	2/29/2020	$185.93	$0.00		$185.93	2/29/2020	0
Pepsi Beverages Company	52122806	1/27/2020	2/29/2020	$965.67	$0.00		$965.67	2/27/2020	2

Vendor Name	Invoice Number	Invoice Date	Post Date	Invoice Balance	Potential Discount	Discount Expires On	Net Amount Due	Invoice Due Date	Days Past Due
Pepsi Beverages Company	48581455	2/3/2020	2/29/2020	$651.01	$0.00		$651.01	2/29/2020	0
		Totals for Pepsi Beverages Company		*$3,388.36*	*$0.00*		*$3,388.36*		
Reinhart Food Service									
Reinhart Food Service	492741	2/4/2020	2/29/2020	$858.13	$0.00		$858.13	2/29/2020	0
Reinhart Food Service	482335	1/21/2020	1/31/2020	$134.38	$0.00		$134.38	1/31/2020	29
Reinhart Food Service	479499	1/21/2020	1/31/2020	$1,636.56	$0.00		$1,636.56	1/31/2020	29
Reinhart Food Service	487378	1/28/2020	2/29/2020	$1,206.37	$0.00		$1,206.37	2/29/2020	0
Reinhart Food Service	504310	2/18/2020	2/29/2020	$1,003.72	$0.00		$1,003.72	2/29/2020	0
Reinhart Food Service	499771	2/11/2020	2/29/2020	$186.49	$0.00		$186.49	2/29/2020	0
Reinhart Food Service	499235	2/11/2020	2/29/2020	$1,825.20	$0.00		$1,825.20	2/29/2020	0
		Totals for Reinhart Food Service		*$6,850.85*	*$0.00*		*$6,850.85*		
Sarah A. Reed Children's Center									
Sarah A. Reed Children's Center	Jan 20 - CAEP	2/12/2020	2/29/2020	$50,270.00	$0.00		$50,270.00	2/29/2020	0
		Totals for Sarah A. Reed Children's Center		*$50,270.00*	*$0.00*		*$50,270.00*		
Saw Sales & Machinery Company									
Saw Sales & Machinery Company	485372	2/10/2020	2/29/2020	$23.00	$0.00		$23.00	3/11/2020	0
		Totals for Saw Sales & Machinery Company		*$23.00*	*$0.00*		*$23.00*		
Scott Electric									
Scott Electric	1816102	1/30/2020	2/29/2020	$120.38	$0.00		$120.38	2/29/2020	0
Scott Electric	1819555	1/31/2020	2/29/2020	$13.02	$0.00		$13.02	2/29/2020	0
		Totals for Scott Electric		*$133.40*	*$0.00*		*$133.40*		
SJE FBO EnergyMark, LLC									
SJE FBO EnergyMark, LLC	1064316	2/29/2020	2/29/2020	$50.00	$0.00		$50.00	2/29/2020	0
		Totals for SJE FBO EnergyMark, LLC		*$50.00*	*$0.00*		*$50.00*		
STA Central Region									
STA Central Region	70097451	1/31/2020	2/29/2020	$865.00	$0.00		$865.00	2/29/2020	0
		Totals for STA Central Region		*$865.00*	*$0.00*		*$865.00*		
Summit Township Sewer Authority									
Summit Township Sewer Authority	02/11/2020SEWER	2/11/2020	2/29/2020	$487.39	$0.00		$487.39	2/29/2020	0
		Totals for Summit Township Sewer Authority		*$487.39*	*$0.00*		*$487.39*		
Summit Township Water Authority									
Summit Township Water Authority	02/06/2020WATER	2/6/2020	2/29/2020	$774.02	$0.00		$774.02	3/10/2020	0
		Totals for Summit Township Water Authority		*$774.02*	*$0.00*		*$774.02*		
Unifirst Corporation									

Vendor Name	Invoice Number	Invoice Date	Post Date	Invoice Balance	Potential Discount	Discount Expires On	Net Amount Due	Invoice Due Date	Days Past Due
Unifirst Corporation	1430348	2/11/2020	2/29/2020	$141.03	$0.00		$141.03	2/29/2020	0
Unifirst Corporation	1430371	2/11/2020	2/29/2020	$82.90	$0.00		$82.90	2/29/2020	0
Unifirst Corporation	1427063	1/28/2020	2/29/2020	$78.29	$0.00		$78.29	2/29/2020	0
Unifirst Corporation	1427038	1/28/2020	2/29/2020	$132.35	$0.00		$132.35	2/29/2020	0
Unifirst Corporation	1428700	2/4/2020	2/29/2020	$132.35	$0.00		$132.35	2/29/2020	0
Unifirst Corporation	1428722	2/4/2020	2/29/2020	$80.35	$0.00		$80.35	2/29/2020	0
		Totals for Unifirst Corporation		*$647.27*	*$0.00*		*$647.27*		
Verizon Wireless									
Verizon Wireless	321288569-00001	2/7/2020	2/29/2020	$337.92	$0.00		$337.92	2/28/2020	1
		Totals for Verizon Wireless		*$337.92*	*$0.00*		*$337.92*		
		GRAND TOTALS:		**$155,793.56**	**$0.00**		**$155,793.56**		

Erie County Technical School

Open Invoice Report

General Fund

Report name: New Open Invoice Report
Report format: Detail
Show invoices open as of: 2/29/2020
Calculate discounts as of today
Base invoice aging on:Due date
Include all invoice dates
Include all post dates
Include all due dates
Include all Post Statuses
Include all Invoices
Include all Vendors
Include these Banks: 10-01020
Include all Invoice Attributes
Include all Vendor Attributes

Erie County Technical School

Open Invoice Report

Student Activities Fund

Vendor Name	Invoice Number	Invoice Date	Post Date	Invoice Balance	Potential Discount	Discount Expires On	Net Amount Due	Invoice Due Date	Days Past Due
ECTS-General Fund									
ECTS-General Fund	01/29/2020	1/29/2020	2/29/2020	$1,689.00	$0.00		$1,689.00	2/29/2020	0
ECTS-General Fund	01/29/2020	1/29/2020	2/29/2020	$1,064.48	$0.00		$1,064.48	2/29/2020	0
ECTS-General Fund	INVOICE101	1/29/2020	2/29/2020	$210.54	$0.00		$210.54	2/29/2020	0
ECTS-General Fund	01/31/20	1/31/2020	2/29/2020	$724.70	$0.00		$724.70	2/29/2020	0
			Totals for ECTS-General Fund	*$3,688.72*	*$0.00*		*$3,688.72*		
			GRAND TOTALS:	**$3,688.72**	**$0.00**		**$3,688.72**		

Erie County Technical School
Open Invoice Report
Student Activities Fund

Report name: New Open Invoice Report
Report format: Detail
Show invoices open as of: 2/29/2020
Calculate discounts as of today
Base invoice aging on:Due date
Include all invoice dates
Include all post dates
Include all due dates
Include all Post Statuses
Include all Invoices
Include all Vendors
Include these Banks: 81-01013
Include all Invoice Attributes
Include all Vendor Attributes

VISA Statement Ending January 27, 2020

Cardholder Name	Budget Account Number	Amount	Supplier	Date
Birchard	10-04990-000-000-00-000-273	207.90	Msi*millennium Si	12/30/2019
Birchard	10-01320-000-000-00-000-000	534.00	Country Meats	12/30/2019
Birchard	10-04990-000-000-00-000-273	105.00	Pa Bpoa Prof License Fee	01/03/2020
Birchard	10-62620-415-000-00-000-000	158.00	Cintas 60a Sap	01/06/2020
Birchard	10-04990-000-000-00-000-273	285.00	Pa Bpoa Prof License Fee	01/06/2020
Birchard	10-01320-000-000-00-000-000	104.43	Walmart Grocery	01/08/2020
Birchard	10-61320-610-000-00-000-000	28.11	Amzn Mktp Us	01/10/2020
Birchard	10-01320-000-000-00-000-000	1178.40	Carter Lumber	01/13/2020
Birchard	10-01320-000-000-00-000-000	510.43	Giant-Eagle #4077	01/13/2020
Birchard	10-01320-000-000-00-000-000	75.97	Walmart Grocery	01/15/2020
Birchard	10-61380-750-663-00-000-000	4599.00	Saw Sales & Machinery	01/16/2020
Birchard	10-04990-000-000-00-000-273	357.92	Belava Llc	01/16/2020
Birchard	10-62620-411-000-00-000-000	1076.15	Waste Mgmt Wm Ezpay	01/16/2020
Birchard	10-61380-610-000-00-000-270	2461.20	Lake City Paint Inc	01/20/2020
Birchard	10-61330-610-000-00-000-000	225.00	Careersafe Online	01/20/2020
Birchard	10-04990-000-000-00-000-273	196.95	Tru Beauty Concepts, Inc.	01/20/2020
Birchard	10-62840-538-000-00-000-000	229.01	Velocity Network Inc	01/21/2020
Birchard	10-61380-648-000-00-000-290	975.00	Alldata Corp #8601	01/22/2020
Birchard	10-01320-000-000-00-000-000	39.00	Skillsusa Org	01/23/2020
Birchard	10-62511-610-000-00-000-000	20.79	Officemax/Depot 6029	01/24/2020
Carr	10-62271-580-000-00-000-000	180.00	Pacta	01/24/2020
Cyphert	10-61380-610-000-00-000-279	400.00	Careersafe Online	01/09/2020
Cyphert	10-61380-610-000-00-000-279	31.24	Nor*northern Tool	01/13/2020
Cyphert	10-61380-610-000-00-000-279	499.06	Welders Supply Co	01/14/2020
Diplacido	10-61442-610-000-00-000-000	1008.67	Kraft Lumber	01/09/2020
Diplacido	10-61442-610-000-00-000-000	25.94	Amzn Mktp Us	01/09/2020
Diplacido	10-61442-610-000-00-000-000	180.57	Brookes Publishing	01/10/2020
Diplacido	10-61442-610-000-00-000-000	26.57	Amzn Mktp Us	01/10/2020
Diplacido	10-61442-610-000-00-000-000	29.27	Amzn Mktp Us	01/10/2020
Diplacido	10-61442-610-000-00-000-000	136.35	The Home Depot #4124	01/13/2020
Diplacido	10-61442-610-000-00-000-000	39.18	The Home Depot #4124	01/13/2020
Diplacido	10-61442-610-000-00-000-000	52.05	Officemax/Officedept#6877	01/13/2020
Diplacido	10-61442-610-000-00-000-000	498.24	Awl*pearson Education	01/15/2020
Diplacido	10-61442-610-000-00-000-000	-39.18	The Home Depot #4124	01/17/2020
Diplacido	10-61442-610-000-00-000-000	44.96	The Home Depot #4124	01/24/2020
Diplacido	10-61442-610-000-00-000-000	-49.75	The Home Depot #4124	01/24/2020
Eggleston	10-61390-610-000-00-000-001	129.52	Officemax/Depot 6029	01/13/2020
Eggleston	10-61390-610-000-00-000-001	44.00	Education Week	01/14/2020
Eggleston	10-61390-610-000-00-000-001	29.99	Digital Newspaper Subscri	01/17/2020
Eggleston	10-61390-610-000-00-000-001	54.50	Shell Oil 57444372205	01/20/2020
Fair	10-62840-618-000-00-000-000	46.20	Amzn Mktp Us	01/23/2020
Fatica	10-62831-610-000-00-000-000	61.95	Tlf*allburn Florist	01/20/2020
Fatica	10-04990-000-000-00-000-273	784.00	Pca Skin Care	01/23/2020
Fatica	10-04990-000-000-00-000-273	316.80	The Wella Corporation	01/24/2020
Fatica	10-04990-000-000-00-000-273	1108.89	The Wella Corporation	01/27/2020
Fatica	10-62831-610-000-00-000-000	57.45	Tlf*allburn Florist	01/27/2020

VISA Statement Ending January 27, 2020

Cardholder Name	Budget Account Number	Amount	Supplier	Date
Foulkrod	10-62271-580-000-00-000-000	180.00	Pacta	01/14/2020
Fox	10-61341-610-000-00-000-000	35.43	Wal-Mart #2278	01/07/2020
Fox	10-61341-610-000-00-000-000	9.67	Ac Moore Str 74	01/10/2020
Fox	10-61341-610-000-00-000-000	24.84	Ac Moore Str 74	01/13/2020
Fox	10-61341-610-000-00-000-000	18.03	Wm Supercenter #2278	01/14/2020
Fox	10-61341-610-000-00-000-000	37.26	Wal-Mart #2278	01/21/2020
Fox	10-61341-610-000-00-000-000	7.37	Ac Moore Str 74	01/27/2020
Klins	10-61370-610-000-00-000-261	59.99	Amzn Mktp Us	01/20/2020
Klins	10-61370-610-000-00-000-261	92.55	Amzn Mktp Us	01/20/2020
Klins	10-61370-610-000-00-000-261	156.24	Amzn Mktp Us	01/20/2020
Klins	10-61370-610-000-00-000-261	52.00	Amzn Mktp Us	01/22/2020
Klins	10-61370-610-000-00-000-261	1020.00	Cengage Learning, Inc	01/23/2020
Klins	10-61370-610-000-00-000-261	425.00	Careersafe Online	01/27/2020
Long	10-61380-610-000-00-000-275	311.13	Lowes #00226	01/06/2020
Long	10-61380-610-000-00-000-275	61.85	Amzn Mktp Us	01/13/2020
Long	10-61380-610-000-00-000-275	13.41	Amzn Mktp Us	01/13/2020
Long	10-61380-610-000-00-000-275	45.38	Lowes #00226	01/20/2020
Long	10-61380-610-000-00-000-275	-49.32	Lowes #00226	01/21/2020
Long	10-61380-610-000-00-000-275	335.24	Lowes #00226	01/22/2020
Long	10-61380-610-000-00-000-275	281.50	Lowes #00226	01/22/2020
Long	10-61380-610-000-00-000-275	329.00	Winkle Electric Company	01/24/2020
Marzka	10-62620-626-000-00-000-000	298.95	E L Heard & Son	01/06/2020
Massello	10-61380-610-000-00-000-278	329.79	Irr Supply Branch #12	01/14/2020
Massello	10-61380-610-000-00-000-278	134.09	Lowes #00226	01/16/2020
Massello	10-61380-610-000-00-000-278	29.98	Tractor-Supply-Co #0554	01/22/2020
Mathews	10-61290-610-000-00-000-001	24.85	Wal-Mart #3253	01/10/2020
Mathews	10-61290-610-000-00-000-001	67.59	Wal-Mart #3253	01/13/2020
Mathews	10-61290-610-000-00-000-001	35.18	Wm Supercenter #2278	01/14/2020
Mathews	10-61290-610-000-00-000-001	91.58	Amzn Mktp Us	01/20/2020
Mathews	10-61290-610-000-00-000-001	14.02	Wal-Mart #3253	01/21/2020
Mathews	10-61290-610-000-00-000-001	-4.27	Amzn Mktp Us	01/21/2020
Mello	10-62620-610-000-00-000-000	117.98	Supplyhouse.Com	01/10/2020
Mello	10-62620-610-000-00-000-000	151.00	Ais Commercial Parts &	01/15/2020
Mello	10-62620-610-000-00-000-000	240.97	Ais Commercial Parts &	01/15/2020
Mello	10-62620-610-000-00-000-000	15.20	The Home Depot #4124	01/20/2020
Mello	10-62620-610-000-00-000-000	825.98	Lowes #00226	01/20/2020
Mello	10-62620-610-000-00-000-000	1055.00	Hw Neiger Mill Inc	01/27/2020
Miller	10-61370-610-000-00-000-264	73.96	Lowes #00226	01/02/2020
Miller	10-61370-610-000-00-000-264	47.30	Wal-Mart #3253	01/03/2020
Nichilo	10-61610-640-100-40-000-000	390.37	American Technical Publis	01/06/2020
Nichilo	10-61610-610-100-40-000-000	126.31	Parker Hanifan	01/09/2020
Nichilo	10-61610-610-100-40-000-000	35.73	Matheson - L46	01/10/2020
Nichilo	10-61610-610-100-40-000-000	36.00	Gene Davis Sales & Ser	01/10/2020
Nichilo	10-61610-610-100-40-000-000	44.93	Welders Supply Co	01/10/2020
Nichilo	10-61610-610-100-40-000-000	53.76	Parker Hanifan	01/15/2020
Nichilo	10-61610-610-100-40-000-000	141.43	Matheson - L46	01/16/2020

VISA Statement Ending January 27, 2020

Cardholder Name	Budget Account Number	Amount	Supplier	Date
Nichilo	10-61610-610-100-40-000-000	198.00	Welders Supply Co	01/27/2020
Sanders	10-61342-610-000-00-000-001	87.48	Instacart	01/03/2020
Sanders	10-61342-610-000-00-000-001	68.78	Amazon.Com*eb3q420d3	01/09/2020
Sanders	10-61342-610-000-00-000-001	144.64	Instacart	01/13/2020
Sanders	10-61342-610-000-00-000-001	30.96	Amzn Mktp Us	01/14/2020
Sanders	10-61342-610-000-00-000-001	113.53	Instacart	01/17/2020
Sanders	10-61342-610-000-00-000-001	70.07	Instacart	01/20/2020
Sanders	10-61342-610-000-00-000-001	82.95	Amazon.Com*cj8631he3	01/24/2020
Smith	10-62840-618-000-00-000-000	101.92	James B. Schwab Co., Inc.	01/13/2020
Smith	10-62840-618-000-00-000-000	144.76	Msft * E04009w7oj	01/13/2020
Smith	10-62840-618-000-00-000-000	273.56	Dmi* Dell Hlthcr/ptr	01/14/2020
Smith	10-62840-618-000-00-000-000	212.79	Dmi* Dell Hlthcr/ptr	01/23/2020
Smith	10-62840-618-000-00-000-000	242.24	Dmi* Dell Hlthcr/ptr	01/27/2020
Smith	10-62840-618-000-00-000-000	425.58	Dmi* Dell Hlthcr/ptr	01/27/2020
Sorensen	10-62271-580-000-00-000-000	180.00	Pacta	01/17/2020
Sorensen	10-62122-610-000-00-000-003	10.59	Wegmans #075	01/23/2020
Sorensen	10-62122-610-000-00-000-003	25.67	Edinboro Volunteer Fire D	01/24/2020
Steever	10-61380-610-000-00-000-271	205.81	Staples 00103556	01/27/2020
Suprynowicz	10-61380-610-000-00-000-277	196.63	Msc	01/22/2020
Tarasovitch	10-62380-610-000-00-000-000	629.97	Paper Direct	01/09/2020
Tarasovitch	10-61380-610-663-00-000-000	3.99	Tractor-Supply-Co #0554	01/16/2020
Tarasovitch	10-61380-610-663-00-000-000	59.99	Kohls #0221	01/16/2020
Tarasovitch	10-61380-610-663-00-000-000	-15.00	Old Navy US 7177	01/16/2020
Tarasovitch	10-61380-610-663-00-000-000	44.98	Old Navy US 7177	01/16/2020
Tarasovitch	10-61380-610-663-00-000-000	15.00	Old Navy US 7177	01/17/2020
Tarasovitch	10-62380-635-000-00-000-000	24.43	Wegmans #075	01/22/2020
Tarasovitch	10-62380-610-000-00-000-000	160.12	Officemax/Officedept#6877	01/23/2020
Tarasovitch	10-62380-610-000-00-000-000	79.97	Gfs Store #0723	01/27/2020
Vonvolkenburg	10-62620-610-000-00-000-000	989.00	Lowes #00907	01/07/2020
Vonvolkenburg	10-62620-610-000-00-000-000	53.63	Homedepot.Com	01/13/2020
Vonvolkenburg	10-62620-610-000-00-000-000	-59.52	Homedepot.Com	01/13/2020
Vonvolkenburg	10-62620-610-000-00-000-000	-989.00	Lowes #00226	01/20/2020
Vonvolkenburg	10-62620-610-000-00-000-000	70.42	Lowes #00226	01/22/2020
Vonvolkenburg	10-62620-610-000-00-000-000	88.99	Lowes #00226	01/27/2020
Walter	10-61380-610-000-00-000-271	91.41	Lowes #00226	01/20/2020
Warren	10-61342-610-000-00-000-000	65.00	Amzn Mktp Us	01/08/2020
Warren	10-61342-610-000-00-000-000	21.33	Gfs Store #0723	01/24/2020
	Total for January 2020	**$ 31,038.65**		

Human and Quality Resources Report
February 2020

ISO.

The ISO audit kickoff took place February 3rd, 2020, and the five audit teams will conduct the internal audits through May. Audits have been started on the Curriculum in conjunction with the Curriculum audits that also occur.

Parent Satisfaction Surveys results are beginning to be returned. These results will be compiled and reviewed with the end of the year data.

STAFFING.

Kelly Services

Additional subs continue to be added to the pool of substitute instructors to fill day-to-day needs. It has been helpful to have Marty Burnham to fill in where needed when Kelly Services is unable to fill a vacancy. Last minute requests continue you be difficult to fill. This seems to be a universal problem in districts.

Professional

At this time, one formal retirement was approved last month. Recruitment for the position has begun. The process will continue until a suitable candidate is found.

FINGERPRINTING.

Technical issues were resolved with fingerprinting and new equipment was installed. There will continue to be additional customers, as clearances must be renewed every five years.

PAYROLL.

Year-end reports were completed and all documents were distributed well before the deadline including W-2's and 1095's.

ERIE COUNTY TECHNICAL SCHOOL

PROPOSED AGENDA ITEM

DATE: February 27, 2020

S**UBJECT: Additional RCTC Instructors**

CATEGORY: **Operations:** **Policy:** **Information:** **Personnel: X**

INITIATED BY: Natalie Fatica, Coordinator of Human and Quality Resources

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DESCRIPTION:

Request to employ James Varner as an additional RCTC Instructor. This is an addition from the prior list of Instructors to employ for RCTC.

RECOMMENDATION:

Motion to employ James Varner at rate of $35.00 per hour as an RCTC instructor.

ERIE COUNTY TECHNICAL SCHOOL

PROPOSED AGENDA ITEM

DATE: February 27, 2020

SUBJECT: Permanent Employee Status

CATEGORY: Operations: Policy: Information: Personnel: X

INITIATED BY: Natalie Fatica, Coordinator of Human and Quality Resources

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DESCRIPTION:

Classified Employees serve a probationary period of 120 days prior to recommendation for regular employment to the Operating Committee (Article I, Section 6). Sharon Kresse, SSN-2 (Supplemental School Nurse) has completed her probationary period effective December 26, 2019, which changes her rate to $27.57 per hour.

RECOMMENDATION:

Motion to grant regular employment status to Sharon Kresse effective December 26, 2019, at $27.57 per hour.

Erie County Technical School
Director's Report
February 2020

New Member JOC Orientation Completed

1. Robust agenda.
2. Structure and template set for future orientations.

Roundabout

3. There has been no activity on the ECTS site.
4. No contact from PennDOT regarding the sale or process for eminent domain.
5. PennDOT requested our permission to donate historical artifacts to a local museum (i.e., buttons and pottery chards).

Renovation Status

1. Coordinated a meeting between the ECTS Renovations Committee and Architect Chris Coughlin to discuss the following items:
    a. Timeline of project deliverables from Chris
    b. Progress on drawings that are reflective of all inputs to date.
    c. Phasing of construction work (If we can't get it done in a single summer).
    d. Payment schedule to the Architect/Engineers.

RCTC

1. Currently conducting the analysis called for in the Director's Performance Goals for this year.

New Program Development

1. Guidance from Superintendents (Processional Advisory Committee) was to focus on a healthcare-related program offering on the "High-Priority Occupations List" for Erie County.
2. New program approval process outline provided for consideration/reference.
3. Two meetings conducted with Erie Together (ET) to plan and prepare for a stakeholders meeting with the ET Healthcare Pathways Committee (Part of new program consideration/approval process).
4. Coordinating dates for a meeting with the ET Healthcare Pathways Committee.

Grants

1. PCCD School Safety and Security Grant.
    a. PCCD has a safety grant program AND an eGrants submission site – DIFFERENT from PDE who also has a safety grant program AND a different eGrants submission site.
    b. Decisions coming in February (Much later than anticipated).
    c. Award notifications in March.
    d. Application amount was ~$225K.
2. Proposed State Budget includes significant funding cut for school safety.
3. Perkins Grant.
    a. The ECTS submitted its Comprehensive Local Needs Assessment (CLNA).
    b. Instructions for CLNA submission continue changes even though the submission window is open.
    c. Countless days and hours consumed on the CLNA process. PDE expect grant application rewrites as their expectations and requirements change.

ECTS Operations

1. Risk, Vulnerability, and Assessment Team inspection Completed (December 2019).
    a. Report provided in Executive Session this evening.
2. Conducting teaching observations for the Spring 2020 (Director = 1/2 , Principal = ½).

Student Activity

1. Sandy Carr and Lesa Scalise Presenting.

Erie County Technical School
New Program Implementation Timeline

March, 2020 – Meet with Local Advisory Council to discuss new program options and review HPO

April, 2020 – Survey student interest of new program options

July/August, 2020 – Review of proposed options and selection of new program by administrative team.

August, 2020 – Develop new program proposal

August, 2020 – Communicate proposal to ECTS faculty and staff at in-service

August, 2020 – Present proposal to ECTS Local Advisory Council for review and endorsement

September, 2020 – Present proposal to PAC (Superintendents) for review and endorsement

September, 2020 – Present proposal to ECTS Joint Operating Committee for approval (motion for budget transfer)

October, 2020 – Present new program details to the eleven sending school guidance counselors and principals

November, 2020 – Identify OAC members and convene a planning meeting

November, 2020 – Identify costs for 2021-2022 budget

November, 2020 – August, 2021 – Prepare lab area with input from OAC members

November, 2020 – Bring together local stakeholders to participate in a DACUM workshop to review Program of Study and add local duty and task requirements to curriculum.

Fall, 2020 – Begin to recruit students for 2020-2021 school year

January, 2021 – Hire the Instructor

February, 2021 – Develop scope and sequence for programming using DACUM information and Program of Study

March, 2021 – Develop and approve articulation agreements with post-secondary partners

Spring, 2021 – Instructor to visit other CTC's offering similar programming

Spring, 2021 – Convene Occupational Advisory Committee to review and endorse program offerings

Spring, 2021 – Identify equipment and instructional resources needed for program

Spring, 2021 – Obtain PDE program approval for the 2021-2022 school year

July, 2021 – Purchase equipment and instructional resources needed for program

August, 2021 – First group students begin program training

High School Activity Report
February 2020

Second Quarter Recognition: With the end of the second quarter occurring on January 16th, ECTS recognized outstanding students in these categories:

- **HONOR ROLL**: 188 students achieved the Honor Roll status; 28% of the student body
- **PERFECT ATTENDANCE**: 193 students had Perfect Attendance in the 2nd quarter, which represented 28% of the ECTS population.
- **DISTINGUISHED STUDENT**: 85 ECTS students achieved the Distinguished Student recognition, which accounts for 13% of the student population.

Please see the Supplement Attachments for your district's students.

Military Presentation: On Wednesday, January 15th a "military" panel presentation was held at the Erie County Technical School. This was the 7th year that this type of presentation was conducted at ECTS. Mrs. Foulkrod moderated the sessions that had military representatives from every branch of service.

Semester Conferences – Vocational I Instructors: Joe Tarasovitch and Dr. Walker conducted Semester conferences with the 13 Vocational I instructors on January 30th and 31st. The conferences afforded Dr. Walker, Mr. Tarasovitch and the instructors to review and discuss educational processes that are driven by the administration at ECTS. The conference afforded the instructors to demonstrate their planning and engagement with the students enrolled in their programs. All 13 faculty members received a "satisfactory" semester PDE 82-1 form.

After School Faculty Meeting: On Thursday, February 6th, the instructors were presented "Procedural 126", which is the Erie County Technical School's enrollment review for the upcoming school year. The information provided displayed a snapshot of the each program's 2020-21 school year enrollment. All shared was a report that acknowledged the previous 5 years "recruitment to retention" data.

Faculty In-Service: On Monday, February 17th, the faculty was involved in-service topics that ranged from supporting "safety and searches", "implementing technology" into their classrooms, and exploring valued "literacy strategies" from Dr. Debra Cullen.

Literacy Support – Technical Assistance Program: Dr. Debra Cullen visited ECTS on February 17th to provide in-service to our staff addressing literacy activities that our instructors could implement into their literacy activities. Dr. Cullen is a support mechanism from the Technical Assistance Program (TAP) and the Southern Regional Education Board (SREB) that has been visiting CTCs in Pennsylvania.

Apprenticeship Presentation: On Wednesday, February 19th an "apprenticeship" panel presentation was held at the Erie County Technical School. This was the 7th year that this type of presentation was conducted at ECTS. Mrs. Foulkrod moderated the sessions that had eight apprenticeship groups represented.

Progress Reports: The 3rd quarter progress reports were mailed home to the students' parents on Friday, February 21st .

January ECTS Pride Students: Please find attached the monthly recognition of the PRIDE Student of the month from each lab.

March Special Event: ECTS would like to invite each of you to our special event in March. On Tuesday, March 3^{rd} the Spring Occupational Advisory Committee dinner and Meeting will be held at ECTS. The dinner has been scheduled from 5:30 to 6:30, with the program meetings immediately following. If you would be interested in attending, please contact Rob Eggleston.

Erie County Technical School Report

Honor Roll, Perfect Attendance & Distinguished Student

District	Last	First	Grade	Program	Award
Fairview	Burge	Marissa	10	Early Childhood Education	Honor Roll
Fairview	Griffin	Renee	10	Graphic Communications	Distinguished
Fairview	Heck	Isabella	10	Art and Design for Business	Distinguished
Fairview	Johnston	Kloee	10	Culinary Arts	Honor Roll
Fairview	Johnston	Trevor	10	Electrical Engineering Technol	Honor Roll
Fairview	Manross	Logan	10	Electrical Engineering Technol	Honor Roll
Fairview	Michaels	Evan	10	Computer Networking	Perfect Attendance
Fairview	Palochak	Blake	10	Automotive Body Repair	Distinguished
Fairview	Pease	McKenna	10	Precision Machining	Distinguished
Fairview	Pora	Daniel	10	Computer Programming	Honor Roll
Fairview	Trick	Aidan	10	Facilities Maintenance Technol	Perfect Attendance
Fairview	Whyte	Jennifer	10	Culinary Arts	Honor Roll
Fairview	Zhou	Julina	10	Computer Programming	Honor Roll
Fairview	Boboshko	Nickolas	11	Computer Networking	Honor Roll
Fairview	Buckner	Corey	11	Drafting & Design	Distinguished
Fairview	Grechanyy	Maximillian	11	Health Assistant	Perfect Attendance
Fairview	Grechanyy	Michael	11	Electrical Engineering Technol	Honor Roll
Fairview	Nicolls	Kyle	11	Automotive Technologies	Perfect Attendance
Fairview	Reiland	Andrew	11	Electrical Engineering Technol	Honor Roll
Fairview	Robinson	Trevor	11	Computer Programming	Distinguished
Fairview	Varner	Emily	11	Culinary Arts	Distinguished
Fairview	Brinling	Jillian	12	Culinary Arts	Honor Roll
Fairview	DiBacco	Richard	12	Electrical Engineering Technol	Perfect Attendance
Fairview	Dworek	Andrew	12	Computer Programming	Perfect Attendance
Fairview	Fiolek	Daniel	12	Metal Fabrication	Perfect Attendance
Fairview	Miroshnichenko	Nataliya	12	Cosmetology	Honor Roll
Fairview	Moffett	Cole	12	Facilities Maintenance Technol	Distinguished
Fort LeBoeuf	Kovalchuk	David	10	Precision Machining	Honor Roll
Fort LeBoeuf	Snarski	Sara	10	Health Assistant	Perfect Attendance
Fort LeBoeuf	Williams	Lane	10	Metal Fabrication	Distinguished

Fort LeBoeuf	Knight	Benjamin	11	Drafting & Design	Distinguished
Fort LeBoeuf	Kruse	Madellyne	11	Health Assistant	Distinguished
Fort LeBoeuf	Matczak	Nicole	11	Drafting & Design	Distinguished
Fort LeBoeuf	McClune	Lillian	11	Drafting & Design	Honor Roll
Fort LeBoeuf	Montgomery	Mason	11	Precision Machining	Honor Roll
Fort LeBoeuf	Small	William	11	Electrical Engineering Technol	Honor Roll
Fort LeBoeuf	Arquitt	Jacey	12	Cosmetology	Distinguished
Fort LeBoeuf	Cook	Gabriella	12	Culinary Arts	Honor Roll
Fort LeBoeuf	Enterline	Nicole	12	Health Assistant	Honor Roll
Fort LeBoeuf	Lewis	Zachary	12	Metal Fabrication	Distinguished
Fort LeBoeuf	Maille	Gerard	12	Drafting & Design	Distinguished
Fort LeBoeuf	Menjivar	Damaris	12	Health Assistant	Distinguished
Fort LeBoeuf	Orsini	Brendan	12	Metal Fabrication	Perfect Attendance
Fort LeBoeuf	Petrick	Abigail	12	Cosmetology	Distinguished
General McLane	Blair	Robert	10	Drafting & Design	Perfect Attendance
General McLane	Brendlinger	Alex	10	Facilities Maintenance Technol	Honor Roll
General McLane	Damore	Daniel	10	Tourism & Hospitality Manageme	Honor Roll
General McLane	Gurlea	Cara	10	Computer Networking	Perfect Attendance
General McLane	Lloyd	Thomas	10	Metal Fabrication	Distinguished
General McLane	Norris	Rowan	10	Cosmetology	Perfect Attendance
General McLane	Patten	Rodolfo	10	Facilities Maintenance Technol	Perfect Attendance
General McLane	Shaw	Lyric	10	Art and Design for Business	Honor Roll
General McLane	Carbaugh	Shelby	11	Culinary Arts	Perfect Attendance
General McLane	Cieloszyk	Gavin	11	Computer Programming	Perfect Attendance
General McLane	Egloff	Collin	11	Graphic Communications	Perfect Attendance
General McLane	Etzel	Caden	11	Metal Fabrication	Perfect Attendance
General McLane	Green	Benjamin	11	Computer Networking	Perfect Attendance
General McLane	Myers	Danielle	11	Cosmetology	Honor Roll
General McLane	Newcamp	Vincent	11	Computer Networking	Perfect Attendance
General McLane	Swanson	Joshua	11	Automotive Body Repair	Perfect Attendance
General McLane	Walla	Abigail	11	Cosmetology	Distinguished
General McLane	Eichenlaub	Luke	12	Precision Machining	Distinguished
General McLane	Lino	Sebastian	12	Computer Networking	Perfect Attendance
General McLane	McCullough	Avery	12	Cosmetology	Honor Roll

General McLane	Saulsgiver	Samantha	12	Precision Machining	Distinguished
General McLane	Stine	Jesse	12	Automotive Technologies	Perfect Attendance
Girard	Ellis	Katrina	10	Cosmetology	Distinguished
Girard	McRae	Dayvon	10	Computer Networking	Perfect Attendance
Girard	Olesnanik	Isaiah	10	Drafting & Design	Distinguished
Girard	Pecorella	Colby	10	Automotive Technologies	Distinguished
Girard	Penfield	Michael	10	Computer Programming	Distinguished
Girard	Santry	Daniel	10	Automotive Body Repair	Perfect Attendance
Girard	Wilson	Dylan	10	Computer Programming	Distinguished
Girard	Wortman	Grace	10	Electrical Engineering Technol	Honor Roll
Girard	Graves	Haile	11	Cosmetology	Distinguished
Girard	Lawrence	Josiah	11	Computer Programming	Distinguished
Girard	Lawrence	Madison	11	Cosmetology	Distinguished
Girard	Moore	Meagan	11	Culinary Arts	Perfect Attendance
Girard	Oakes	Julia	11	Computer Networking	Honor Roll
Girard	Rude	Aubrey	11	Cosmetology	Perfect Attendance
Girard	Strong	Gavin	11	Culinary Arts	Honor Roll
Girard	Wozniak	Ethan	11	Culinary Arts	Perfect Attendance
Girard	Blount	Emily	12	Computer Networking	Honor Roll
Girard	Condor	Madison	12	Early Childhood Education	Honor Roll
Girard	Lawson	Elaina	12	Drafting & Design	Honor Roll
Girard	Roney	Evita	12	Drafting & Design	Honor Roll
Girard	Ryan	Patrick	12	Automotive Technologies	Distinguished
Harbor Creek	Colvin	Dylan	10	Electrical Engineering Technol	Perfect Attendance
Harbor Creek	Dickson	Sierrah	10	Health Assistant	Distinguished
Harbor Creek	Hansen	Caden	10	Facilities Maintenance Technol	Perfect Attendance
Harbor Creek	Hoover	Adessa	10	Culinary Arts	Distinguished
Harbor Creek	Oldach	Blake	10	Metal Fabrication	Perfect Attendance
Harbor Creek	Raucci	Sebastian	10	Automotive Body Repair	Perfect Attendance
Harbor Creek	Rizzo	Kailee	10	Culinary Arts	Honor Roll
Harbor Creek	Skelton	Jamen	10	Culinary Arts	Perfect Attendance
Harbor Creek	Smith	Cale	10	Drafting & Design	Perfect Attendance
Harbor Creek	Weber	William	10	Metal Fabrication	Perfect Attendance
Harbor Creek	Bentley	Brennan	11	Electrical Engineering Technol	Distinguished

Harbor Creek	Bokshan	Adam	11	Facilities Maintenance Technol	Perfect Attendance
Harbor Creek	Farrell	Kyra	11	Culinary Arts	Perfect Attendance
Harbor Creek	Fuller	Robert	11	Metal Fabrication	Perfect Attendance
Harbor Creek	Gariepy	Austin	11	Construction Trades	Perfect Attendance
Harbor Creek	Huster	Megan	11	Art and Design for Business	Distinguished
Harbor Creek	Wagner	Lydia	11	Cosmetology	Distinguished
Harbor Creek	Wishnok-Smith	Aubrey	11	Health Assistant	Distinguished
Harbor Creek	Farrell	Nya	12	Drafting & Design	Perfect Attendance
Harbor Creek	Flatley	Liam	12	Precision Machining	Perfect Attendance
Harbor Creek	Freligh	Ryan	12	Culinary Arts	Perfect Attendance
Harbor Creek	Harmon	Samantha	12	Cosmetology	Honor Roll
Harbor Creek	Maille	Emma	12	Facilities Maintenance Technol	Honor Roll
Harbor Creek	Mitchell	Dakota	12	Electrical Engineering Technol	Distinguished
Iroquois	Cook	Greta	10	Cosmetology	Honor Roll
Iroquois	Dickson	Logan	10	Automotive Body Repair	Perfect Attendance
Iroquois	Eddinger	Kyle	10	Computer Networking	Distinguished
Iroquois	Huynh	Juwon	10	Construction Trades	Perfect Attendance
Iroquois	Kehl	Danni	10	Drafting & Design	Honor Roll
Iroquois	Reeves	Chase	10	Cosmetology	Distinguished
Iroquois	Rhines	Amber	10	Precision Machining	Perfect Attendance
Iroquois	Shilling	Joshua	10	Electrical Engineering Technol	Perfect Attendance
Iroquois	Divins	Ryan	11	Automotive Technologies	Distinguished
Iroquois	Fuller	Ethan	11	Automotive Body Repair	Perfect Attendance
Iroquois	Huynh	Savanna	11	Cosmetology	Honor Roll
Iroquois	Kehl	Jeremy	11	Automotive Technologies	Distinguished
Iroquois	Kriner	Keith	11	Drafting & Design	Honor Roll
Iroquois	Lemmon	Alysa	11	Cosmetology	Honor Roll
Iroquois	Sterling	Lynsey	11	Drafting & Design	Honor Roll
Iroquois	Woodring	Reese	11	Art and Design for Business	Perfect Attendance
Iroquois	Kerr	Sara	12	Early Childhood Education	Honor Roll
Iroquois	Moore	MacKenzie	12	Computer Programming	Distinguished
Iroquois	Powell	Brandon	12	Automotive Body Repair	Perfect Attendance
Iroquois	Sigler	Thomas	12	Electrical Engineering Technol	Honor Roll
McDowell	Alexander	Maria	11	Graphic Communications	Honor Roll

McDowell	Clemente	Gabriella	11	Computer Programming	Honor Roll
McDowell	Connors	Christopher	11	Drafting & Design	Perfect Attendance
McDowell	Crockett	Kayliana	11	Culinary Arts	Distinguished
McDowell	Donnelly	Noah	11	Electrical Engineering Technol	Distinguished
McDowell	Halasz	James	11	Electrical Engineering Technol	Honor Roll
McDowell	Hopper	Andrew	11	Computer Programming	Perfect Attendance
McDowell	Hunt	Kaylee	11	Drafting & Design	Honor Roll
McDowell	Junker	Jared	11	Precision Machining	Distinguished
McDowell	Kucharski	Tiffany	11	Cosmetology	Distinguished
McDowell	Kuhl	Grace	11	Cosmetology	Distinguished
McDowell	McGarry	Connor	11	Graphic Communications	Distinguished
McDowell	Oblinski	Peter	11	Facilities Maintenance Technol	Perfect Attendance
McDowell	Patterson	Noah	11	Drafting & Design	Perfect Attendance
McDowell	Reynard	Gabriel	11	Electrical Engineering Technol	Honor Roll
McDowell	Rodgers	Samantha	11	Culinary Arts	Honor Roll
McDowell	Veysalova	Sabina	11	Health Assistant	Honor Roll
McDowell	Aquillano	James	12	Automotive Technologies	Distinguished
McDowell	Arndt	Brianna	12	Art and Design for Business	Perfect Attendance
McDowell	Budathoki	Heera	12	Cosmetology	Distinguished
McDowell	Burykin	Andrey	12	Health Assistant	Honor Roll
McDowell	Chandler	Nicholas	12	Drafting & Design	Distinguished
McDowell	Fraley	David	12	Graphic Communications	Distinguished
McDowell	Glass	Alexis	12	Culinary Arts	Honor Roll
McDowell	Harrell	Jonathan	12	Computer Networking	Honor Roll
McDowell	King	Amanda	12	Culinary Arts	Distinguished
McDowell	Mitchell	Aden	12	Metal Fabrication	Honor Roll
McDowell	Schweitzer	Peter	12	Culinary Arts	Honor Roll
McDowell	Sekanina	Chandler	12	Electrical Engineering Technol	Honor Roll
McDowell	Smith	Ryan	12	Electrical Engineering Technol	Perfect Attendance
McDowell	White	Britney	12	Culinary Arts	Distinguished
MIHS	Baniewicz	Cameron	10	Facilities Maintenance Technol	Distinguished
MIHS	Bojarski	Delaney	10	Graphic Communications	Honor Roll
MIHS	Burdick	Avery	10	Cosmetology	Honor Roll
MIHS	Corp	William	10	Electrical Engineering Technol	Honor Roll

MIHS	Coverdale	Dominick	10	Computer Networking	Perfect Attendance
MIHS	Evans	Nevaeh	10	Culinary Arts	Perfect Attendance
MIHS	Fohner	Kayleigh	10	Early Childhood Education	Honor Roll
MIHS	Frank	Kaitlyn	10	Cosmetology	Distinguished
MIHS	Hamilton	Majesty	10	Art and Design for Business	Perfect Attendance
MIHS	Kokhanevich	Julia	10	Health Assistant	Honor Roll
MIHS	Kuntz	April	10	Culinary Arts	Perfect Attendance
MIHS	Labrozzi	Dominick	10	Computer Networking	Distinguished
MIHS	McKean	Isabella	10	Cosmetology	Honor Roll
MIHS	Melnik	Liliya	10	Health Assistant	Distinguished
MIHS	Olshanskiy	Victoria	10	Health Assistant	Distinguished
MIHS	Pfister	Adam	10	Computer Programming	Distinguished
MIHS	Ray	Nathan	10	Computer Networking	Perfect Attendance
MIHS	Shallenberger	Cole	10	Computer Programming	Perfect Attendance
MIHS	Soder	Sebastian	10	Construction Trades	Distinguished
MIHS	Sonney	Nathan	10	Automotive Body Repair	Perfect Attendance
MIHS	Sornberger	Aiden	10	Culinary Arts	Perfect Attendance
MIHS	Toucet Zayas	Natalie	10	Drafting & Design	Perfect Attendance
MIHS	Trinh	Justin	10	Computer Networking	Perfect Attendance
MIHS	Wolf	Autumn	10	Health Assistant	Perfect Attendance
North East	Babilonia	Evangeline	10	Culinary Arts	Perfect Attendance
North East	Banaag	Jerry	10	Computer Programming	Distinguished
North East	Bradley	Conner	10	Computer Networking	Perfect Attendance
North East	Curtis	Seth	10	Culinary Arts	Honor Roll
North East	Daughrity	Vivian	10	Tourism & Hospitality Manageme	Perfect Attendance
North East	Hartzell	Westin	10	Computer Programming	Distinguished
North East	Howard-Hanlon	Shania	10	Health Assistant	Perfect Attendance
North East	Kendzior	Jordan	10	Drafting & Design	Perfect Attendance
North East	Lander	Levi	10	Art and Design for Business	Distinguished
North East	Leroux	Rose	10	Art and Design for Business	Distinguished
North East	Smith	Braeden	10	Electrical Engineering Technol	Honor Roll
North East	Thomson	Emmalee	10	Cosmetology	Distinguished
North East	Wager	Corry	10	Drafting & Design	Distinguished
North East	Bagley	Emma	11	Cosmetology	Perfect Attendance

North East	Baker	Hannah	11	Cosmetology	Honor Roll
North East	Bradley	Dakota	11	Drafting & Design	Perfect Attendance
North East	Johnson	Jacob	11	Computer Networking	Honor Roll
North East	Jones	Dawson	12	Facilities Maintenance Technol	Honor Roll
North East	Swabik	Carter	12	Automotive Body Repair	Perfect Attendance
North East	Sweet	Travis	12	Automotive Technologies	Perfect Attendance
North East	Swoger	Trenton	12	Electrical Engineering Technol	Honor Roll
Northwestern	Barzano	Ashlyn	10	Culinary Arts	Perfect Attendance
Northwestern	Cottrell	Alexander	10	Electrical Engineering Technol	Honor Roll
Northwestern	Howard	Riley	10	Metal Fabrication	Perfect Attendance
Northwestern	Ingro	Anthony	10	Precision Machining	Honor Roll
Northwestern	Kimmy	Hunter	10	Metal Fabrication	Perfect Attendance
Northwestern	Kramer	Madison	10	Drafting & Design	Perfect Attendance
Northwestern	Kumar	Akash	10	Electrical Engineering Technol	Honor Roll
Northwestern	Malinowski	Aaron	10	Electrical Engineering Technol	Honor Roll
Northwestern	McMillen	Mark	10	Computer Programming	Perfect Attendance
Northwestern	Miller	Ian	10	Drafting & Design	Honor Roll
Northwestern	Miller	Jayden	10	Computer Programming	Perfect Attendance
Northwestern	Noyer	Jacob	10	Computer Programming	Perfect Attendance
Northwestern	Sargent	Ella	10	Culinary Arts	Perfect Attendance
Northwestern	Thomas	Angelina	10	Drafting & Design	Distinguished
Northwestern	Wimberly	Charles	10	Electrical Engineering Technol	Distinguished
Northwestern	Wunz	Alexis	10	Early Childhood Education	Perfect Attendance
Northwestern	Brewster	Jonah	11	Drafting & Design	Honor Roll
Northwestern	Christensen	Trevor	11	Facilities Maintenance Technol	Perfect Attendance
Northwestern	Lovin	Lilly	11	Culinary Arts	Perfect Attendance
Northwestern	Rice	Andrew	11	Drafting & Design	Perfect Attendance
Northwestern	Severo	Charli	11	Cosmetology	Honor Roll
Northwestern	Telega	Alina	11	Cosmetology	Honor Roll
Northwestern	Thomas	Gabriel	11	Drafting & Design	Perfect Attendance
Northwestern	Bucci	Kayleigh	12	Health Assistant	Honor Roll
Northwestern	Douglas	Angelina	12	Culinary Arts	Distinguished
Northwestern	Ferris	Rachel	12	Art and Design for Business	Perfect Attendance
Northwestern	Haskell	Alexis	12	Art and Design for Business	Honor Roll

Northwestern	Wheeler	Nathan	12	Electrical Engineering Technol	Distinguished
Union City	Bennett	Jade	10	Early Childhood Education	Perfect Attendance
Union City	McChesney	Leanna	10	Tourism & Hospitality Manageme	Perfect Attendance
Union City	Reagle	Jaden	10	Cosmetology	Honor Roll
Union City	Richardson	Kayla	10	Art and Design for Business	Perfect Attendance
Union City	Thomas	Jacob	10	Graphic Communications	Honor Roll
Union City	Wright	Maggie	10	Cosmetology	Honor Roll
Union City	Cubero	Nicole	11	Art and Design for Business	Perfect Attendance
Union City	Griffith	Vanessa	11	Automotive Technologies	Perfect Attendance
Union City	Knisley	Candace	11	Culinary Arts	Perfect Attendance
Union City	Myers	Misty	11	Graphic Communications	Honor Roll
Union City	Sherman	Chloe	11	Tourism & Hospitality Manageme	Honor Roll
Union City	McChesney	Erynn	12	Automotive Technologies	Distinguished
Union City	Powell	Hunter	12	Tourism & Hospitality Manageme	Honor Roll
Union City	Shearer	Andrew	12	Automotive Technologies	Honor Roll
Union City	Thomas	Lucas	12	Electrical Engineering Technol	Honor Roll
Seneca	Barker	Trevor	10	Facilities Maintenance Technol	Perfect Attendance
Seneca	Berry	Jonah	10	Electrical Engineering Technol	Distinguished
Seneca	Crosby	Alexander	10	Computer Programming	Honor Roll
Seneca	Fisher	Dimitri	10	Drafting & Design	Honor Roll
Seneca	Foor	Isiah	10	Automotive Body Repair	Perfect Attendance
Seneca	Hedglin	Tyler	10	Computer Networking	Honor Roll
Seneca	Henderson	Keaton	10	Facilities Maintenance Technol	Distinguished
Seneca	Hinkson	Isaac	10	Precision Machining	Distinguished
Seneca	Jones	Alana	10	Graphic Communications	Perfect Attendance
Seneca	Larson	Wyatt	10	Facilities Maintenance Technol	Honor Roll
Seneca	Phillips	Hunter	10	Precision Machining	Honor Roll
Seneca	Platz	Logan	10	Metal Fabrication	Perfect Attendance
Seneca	Plott	Rainer	10	Electrical Engineering Technol	Honor Roll
Seneca	Bass	Lauren	11	Art and Design for Business	Honor Roll
Seneca	Bensink	Kaylee	11	Graphic Communications	Honor Roll
Seneca	Bisbee	Sharon	11	Early Childhood Education	Distinguished
Seneca	Burns	Hannah	11	Automotive Technologies	Perfect Attendance
Seneca	Gregory	Shawn	11	Culinary Arts	Perfect Attendance

Seneca	Larson	Leigh	11	Art and Design for Business	Honor Roll
Seneca	Larson	Morgan	11	Tourism & Hospitality Manageme	Distinguished
Seneca	Lewis	Hayden	11	Automotive Technologies	Perfect Attendance
Seneca	Moore	Gavin	11	Metal Fabrication	Perfect Attendance
Seneca	Shumac	Ethan	11	Computer Networking	Honor Roll
Seneca	Smith	Ashley	11	Tourism & Hospitality Manageme	Honor Roll
Seneca	Smith	Dakota	11	Metal Fabrication	Perfect Attendance
Seneca	Belden	Noah	12	Computer Networking	Perfect Attendance
Seneca	Bem	Ryan	12	Construction Trades	Distinguished
Seneca	Biebel	Tyler	12	Automotive Technologies	Honor Roll
Seneca	Helman	Brandon	12	Computer Networking	Honor Roll
Seneca	Mierke	Barry	12	Facilities Maintenance Technol	Distinguished
Seneca	Pearce	Liam	12	Graphic Communications	Honor Roll
Seneca	Phennicie	Ryen	12	Precision Machining	Honor Roll
Seneca	Pound	Rebecca	12	Automotive Technologies	Perfect Attendance
Seneca	Spencer	Robert	12	Automotive Technologies	Distinguished
Seneca	Stearns	Noah	12	Automotive Technologies	Honor Roll

Maintenance Department Report for February 2020

I. MANAGER ACTIVITIES

A. Accomplishments

1. Risk and Vulnerability Assessment Summary (executive session)
2. Ordered Safety related products – grant award (executive session)
3. Met with contractors to review and get quotes for future projects
4. Scheduled SDS binder reviews for all labs
5. Scheduled safety walk through all labs
6. Communicated with the following Contractors/Vendors:

- DeSantis
- UniFirst
- Fagan
- W T Spaeder
- EMSI
- Summit Township
- DBC Construction

B. Meetings Attended

1. Weekly Administrative Team meetings.
2. School Safety and Security Committee
3. Safe Schools Focus Group
4. IU5 quarterly Safety and Security Coordinator meeting

II. MAINTENANCE

C. Accomplishments

1. Building safety projects as assigned
2. Sand blasting cabinet
3. Installed shelving units for Auto Body Lab

D. Ongoing Projects

1. Completed work requests at High School and Skill Center.
2. Performed Preventive Maintenance on Scheduled Equipment
3. Maintained snow removal equipment
4. Snow removal and grounds care

II. CUSTODIAL

A. Accomplishments

1. Routine cleaning of the facilities.
2. Set up for events as scheduled

IV. SAFETY

1. Safety and Security Administration –Act 44 Recommended inprovements
2. Fire drills completed

Supervisors of Instructional Support Services Report
February 2020
Sandy Carr and Lesa Scalise

Curriculum Development

Curriculum – Curriculum work continues with the redesign of the course syllabi and development of the unit plan template.

NOCTI Test Preparation – Sandy and Mary Foulkrod completed the mandatory NOCTI coordinator training. The instructors have identified NOCTI performance test evaluators for their programs. We will send informational packets to each evaluator to prepare them for the April 23 performance testing.

Post-Secondary Connections

Articulation **–** The articulation agreement with the Edinboro University of Pennsylvania Applied Technology program is under review as it will be expiring in the next few months. We will present the updated agreement for approval in March or April.

CLNA **-** Sandy Carr and Sherry States attended the Comprehensive Local Needs Assessment for Mercyhurst University's Associate Degree programs on February 10.

Special Education

Sandy and Lesa have been meeting with the district Special Education supervisors and case managers of the students with disabilities who have completed ECTS Applications for the 2020-2021 school year. We are taking a proactive approach to work with students that may have additional needs to ensure we are placing the right student in the right program for the right reason.

Literacy

On February 17, Debra Cullen from the Sothern Regional Educational Board (SREB) visited ECTS and provided instructors with additional tools to integrate literacy into their technology instruction. Debra complimented our staff for the creative literacy activities that they have implemented and for their enthusiasm in learning new skills to enhance instruction.

Instructors are providing great examples of their Quarter 3 Literacy activities. Joe and Sandy have visited classrooms to observe "literacy in action" and collected some great examples of student work.

PACTA

Sandy attended the PACTA General Membership Meeting and the Pathways to Career Readiness: An Education and Workforce Development Symposium on February 13 and 14.

Erie County Technical School
Joint Operating Committee Member Attendance
2019-2020

School District	Representative	Date Appointed	12/18/18	1/24/19	2/28/19	3/28/19	4/25/19	5/23/19	6/27/19	8/22/19	9/26/19	10/24/19	12/17/19	1/23/20	No. Attended	Percent Attended
Fairview	**Mahoney**	December 2019											p	p	2	100%
Ft LeBoeuf	**Dinsmore**	December 2019											p	p	2	100%
General McLane	**Bucksbee**	August 1993	p	p	p	p	p	p	p	p	p	p	p	p	12	100%
Girard	**Olesnanik**	December 2015	p	p	p	p	p	p	p	p	p	p	p	p	12	100%
Harbor Creek	**Brink**	December 2019												p	1	50%
Iroquois	**Rickrode**	December 2017	p	p	p	p	p	p	p	p	p	p	p	p	12	100%
Millcreek	**DiPlacido**	March 2012	p	p	p	p	p	p	p	p	p	p	p	p	12	100%
North East	**Cancilla**	September 2019										p			1	25%
Northwestern	**Ring**	October 2016	p	p		p	p	p	p	p	p	p	p	p	11	92%
Union City	**Gilbert**	December 2018	p		p	p			p		p	p	p	p	8	67%
Wattsburg	**O'Donnell**	December 2019											p	p	2	100%
Monthly Total			**11**	**9**	**9**	**9**	**9**	**9**	**9**	**9**	**10**	**10**	**9**	**10**		
Monthly Percentage			**100%**	**82%**	**82%**	**82%**	**82%**	**82%**	**82%**	**82%**	**91%**	**91%**	**82%**	**91%**		**85%**

Erie County Technical School
2019-20 Enrollment
Green - A, Blue - B, Yellow - C, Orange - D, Red -F

Program	Capacity	January 2020						February 2020				
		Program/Year Level			Total	Chg/ Prior Mth	Chg/ Sept	Program/Year Level			Total	Chg/ Prior Mth
		1st	2nd	3rd				1st	2nd	3rd		
Art & Design	48	16	15	14	45	0	0	15	13	14	42	(3)
Auto Body	48	12	9	6	27	0	0	12	9	6	27	0
Automotive Technologies	48	9.5	9.5	12	31	0	(2)	8	9.5	12	29.5	(2)
Automotive Technologies	48	9.5	9.5	12	31			8	9.5	12	29.5	
Computer Networking	48	19	11	14	44	0	0	18	10	14	42	(2)
Computer Info. Systems	48	18	9	8	35	0	0	17	9	8	34	(1)
Construction Trades	48	9	10	4	23	0	(3)	8	10	4	22	(1)
Cosmetology	48	16	17	14	47	0	0	15	17	14	46	(1)
Culinary Arts	48	13	12	7.5	32.5	(1)	(3)	13	12	7.5	32.5	0
Culinary Arts	48	13	12	7.5	32.5			13	12	7.5	32.5	
Diversified Occupations		0	0	0	0	0	0	0	0	0	0	0
Drafting & Design	48	14	17	9	40	0	1	15	17	9	41	1
Early Childhood Education	48	13	11	5	29	0	(1)	13	11	5	29	0
Electrical Engineering	48	22	11	11	44	0	(2)	20	11	11	42	(2)
Facilities Maintenance	48	21	12	12	45	0	(1)	20	12	12	44	(1)
Graphic Communications	48	13	14	7	34	0	0	12	13	7	32	(2)
Health Assistant	48	17	11	13	41	0	(2)	16	10	13	39	(2)
Metal Fabrication	48	19	15	9	43	0	0	18	14	9	41	(2)
Precision Machining	48	16	8	6	30	0	(2)	16	8	6	30	0
Tourism & Hospitality	48	11	9	6	26	(1)	(1)	11	9	5	25	(1)
TOTALS	912	**281**	**222**	**177**	**680**	**(2)**	**(19)**	**268**	**216**	**176**	**660**	**(20)**
Percent of Capacity					74.6%						72.4%	

Date of Report		Monday, January 13, 2020						Tuesday, February 18, 2020				
School District	**Quota**	Program/Year Level			Total	Chg/ Month	Chg/ Sept	Program/Year Level			Total	Chg/ Month
		1st	2nd	3rd				1st	2nd	3rd		
Fairview	83	25	14	10	49	0	(1)	23	14	10	47	(2)
Fort LeBoeuf	83	22	13	20	55	(1)	(1)	18	13	20	51	(4)
General McLane	83	22	20	13	55	(1)	(3)	20	18	13	51	(4)
Girard	83	26	26	20	72	0	(1)	26	26	19	71	(1)
Harbor Creek	83	20	17	12	49	0	0	20	17	12	49	0
Iroquois	83	19	19	10	48	0	(2)	18	19	10	47	(1)
Millcreek	83	51	38	34	123	0	(2)	49	37	34	120	(3)
North East	83	26	19	17	62	0	(2)	25	18	17	60	(2)
Northwestern	83	26	17	9	52	0	(1)	25	16	10	51	(1)
Union City	83	26	18	13	57	0	(6)	26	18	12	56	(1)
Wattsburg	83	18	21	19	58	0	0	18	20	19	57	(1)
Totals	912	**281**	**222**	**177**	**680**	(2)	**(19)**	**268**	**216**	**176**	**660**	(20)

Career Alternative Education Program
Transition Center 2019-20

January 15, 2020

District	Career Alternative Education: Middle School	Career Alternative Education: High School	Career Alternative Education: Total	Transition Center
Fairview	-	-	-	5
Fort LeBoeuf	1	1	2	5
General McLane	-	1	1	4
Girard	-	-	-	3
Harbor Creek	1	2	3	1
Iroquois	3	4	7	5
Millcreek	-	3	3	
North East	1	3	4	6
Northwestern	-	1	1	
Union City	-	-	-	7
Wattsburg	-	1	1	1
Total	**6**	**16**	**22**	**37**

February 18, 2020

District	Career Alternative Education: Middle School	Career Alternative Education: High School	Career Alternative Education: Total	Transition Center
Fairview	-	-	-	5
Fort LeBoeuf	1	1	2	6
General McLane	-	1	1	5
Girard	-	-	-	3
Harbor Creek	-	2	2	1
Iroquois	2	7	9	6
Millcreek	-	2	2	
North East	1	4	5	5
Northwestern	-	-	-	
Union City	-	-	-	6
Wattsburg	-	1	1	2
Total	**4**	**18**	**22**	**39**

Non-participating

Non-participating

Specific Disability by Program

Program	Intellectually Disabled	Developmental delay	Deaf blindness	Hearing Impairment	Speech/Lang Impaired	Visually Impaired	Emotional Disturbed	Orthopedic Impairment	Other Impairment	Specific Disability	Autism	Head Injury	504 Plan	Multiple disabilities	Gifted with Disability	Special Pops	ECTS	Percentage
Art and Design for Business										5	1		3	1		10	42	23.8%
Automotive Body Repair	1								1	5	1		2	5		15	27	55.6%
Automotive Technologies							2			9			6	4		21	59	35.6%
Computer Networking							3		1	3	1		4	1		13	42	31.0%
Computer Programming							1		2	4			1	2		10	34	29.4%
Construction Trades							1			2	1		1	1		6	22	27.3%
Cosmetology										3			1	1		5	46	10.9%
Culinary Arts							1		1	6	1		2	2		13	65	20.0%
Drafting & Design									2	5	2		5	1		15	41	36.6%
Early Childhood Education							1		1	4			2	2		10	29	34.5%
Electrical Engineering Technology					1				1	5	1		3	1		12	42	28.6%
Facilities Maintenance Technologies	1									11	1		2	4		19	44	43.2%
Graphic Communications							2		2	4	2		1	2		13	32	40.6%
Health Assistant				1									2	2		5	39	12.8%
Metal Fabrication									2	6	2		1	2		13	41	31.7%
Precision Machining										4		1	1	1		7	30	23.3%
Tourism & Hospitality Management									1	3	1					5	25	20.0%
Undeclared																0		NaN
Erie County Technical School	**2**			**1**	**1**		**11**		**14**	**79**	**14**	**1**	**37**	**32**		**192**	**660**	**29.1%**

Specific Disability by Home School

Home School	Intellectually Disabled	Developmental delay	Deaf blindness	Hearing Impairment	Speech/Lang Impaired	Visually Impaired	Emotional Disturbed	Orthopedic Impairment	Other Impairment	Specific Disability	Autism	Head Injury	504 Plan	Multiple disabilities	Gifted with Disability	Special Pops	ECTS	Percentage
Fairview										6	1		3	3		13	47	27.7%
Fort LeBoeuf									1	3			5	2		11	51	21.6%
General McLane	1						3			7	1		1	3		16	51	31.4%
Girard					1				1	8			3	6		19	71	26.8%
Harbor Creek									4	6	3		2	3		18	49	36.7%
Iroquois							1			5	1		2	3		12	47	25.5%
McDowell High School				1			2		3	10	2	1	5	5		29	75	38.7%
McDowell Intermediate	1								3	6			5	1		16	45	35.6%
North East							1		1	8	2		5	3		20	60	33.3%
Northwestern										8	1		1			10	51	19.6%
Union City							1		1	5	1		3	1		12	56	21.4%
Wattsburg							3			7	2		2	2		16	57	28.1%
Erie County Technical School	**2**			**1**	**1**		**11**		**14**	**79**	**14**	**1**	**37**	**32**		**192**	**660**	**29.1%**

Business and Industry Partnership Coordinator's Report
February 27, 2020

Rob Eggleston, Business and Industry Partnership Coordinator

Co-op, Intern, Shadow, etc. Update: Since the end of the 2018-2019 school year 167 visits/observations/site inspections have been made to AYES, Co-op, intern, shadow, etc. sites as of January 31, 2020. Currently there are 126 students on the Co-op, intern or shadowing lists. These range from the beginning procedures to being actively on the Job.

March 3, 2020, OAC Dinner/Meeting Progress: We have mailed approximately 400 invitations for new & existing OAC Members for our dinner & meeting. The menu, member gifts, etc. are being prepared with the invaluable help of our Secretaries, Pam Pence & Pam Lasher and Marla & Courtney of the Nutrition Group.

Meetings, Presentations, Trade Shows, Field Trips, etc.: Numerous meetings have been conducted with Support Staff, Potential Employers, etc. Many Co-op, Internship and Shadowing presentations have been made to ECTS Labs. Numerous conferences, trade shows, field trips, etc. have been attended with significant success. Continued attendance at conferences, seminars, meetings, presentations, trade shows, field trips, etc. is planned.

Enrollment and Community Engagement Coordinator
JOC Report February 2020

Enrollment

Students for the 20/21 school year have been moved into ECTS Career Majors. As of this report there are 291 new, incoming students for next year. We will continue to accept and process applications until May 1. After that date we will hold all new applications until the beginning of next school year and ask applicants to visit the first week.

I will visit each sending district School Counselor before the end of the month to discuss each applicant. We will agree on the admission status and discuss any issues or obstacles individual students may have as a barrier to success. That information is relayed to the ECTS administration, teachers, and any other staff that may be needed to support a student. Admission packets will be sent the first week of March to new students.

Marketing

Thank you for Applying post cards were sent to all applicants to let them know their applications was being processed and to make them aware of decision time lines.

A round 2 post card was sent to all 9th graders that did not apply to ECTS informing them we will accept applications for any Career Major still having open seats. This post card is a new marketing initiative this year and will arrive as students begin to schedule classes for next school year.

The ECTS Marketing Committee convened to revisit the overall plan and discuss the new ECTS video production. We will meet again in March to pick up where we left off. ECTS has a very solid, consistent marketing plan in place. The committee's role is to help guide change, particularly with the use of social media, as it did not exist when the initial plan was developed.

Community

I will represent ECTS at the Girard Career Night at the end of the month. Other requests will begin to come in for scheduling nights and 8th grade presentations. I am happy to attend and appreciate the importance of being included in the sending districts agendas.

MISC

I had the opportunity to travel to Hershey for the PACTA Career Readiness Conference and sat in on several valuable sessions. I will be sharing ideas with appropriate groups within ECTS to enhance all of the good things we already do.

Career Planning Coordinator Board Report
February 2020

Career Planning

- *Career Planning Artifacts* checklists continue to be completed for all sophomores and juniors.
- Completion of classroom visits for quarter 2 WIN activities with level 1 students.

Activities & Awards

- Attended School Climate training session January 23, 2020 held at the IU5.
- Started our **Character – Be About It** program January 28, 2020 with 45 students attending.
- **Military Panel Day** was Wednesday, January 15, 2020. Representatives from all branches of the military came and discussed the opportunities each branch has to offer with over 50 students.
- Kiwanis Citizenship Award for February will be presented to Nicole Enterline from Fort LeBoeuf at the Millcreek Kiwanis meeting on February 24.

NOCTI/NIMS

- 2020 NOCTI details for our Juniors pre-test shared with faculty at February meeting.
- Participated in NIMS webinar with Rob Suprynowicz.
- Assisting Sandy Carr in gathering names of evaluators for the Performance test so to contact them with instructions and details.

Apprenticeship Day

- Date is set for February 19, 2020
- Over 100 students to attend
- Eight different local unions will be represented

PACTA Conference

- CPC attended Pathways to Career Readiness Conference February 13 & 14
- Attended the General Membership meeting as well as a number of breakout sessions relating to non-traditional students, career readiness, and metrics on student performance.

New Business

- Sending 15 chosen students to the Rotary Club of Erie Ethics Symposium Tuesday, March 3, 2020 to be held at Mercyhurst University.
- Gathering names of students to nominate for the ROVA conference being held May 3rd and 4th.

Erie County Technical School

Field Trip Board Approval Form

Instructor: Kimberly Fox

Date of Request: 2-5-2020

Program: Early Childhood Education

Session: AM ☐ PM ☒ Both ☐

Date(s) of Trip: March 23, 2020

Time(s): 8:30 - 1:30

Number of students participating: 16

Destination:
First Assembly of God Preschool and Infant room / Lunch (Golden Corral?)

Address: 8150 Oliver Rd Erie Pa 16509

Mode of transportation: Bus

List of chaperones (where applicable):
Kimberly Fox

Educational Rationale:
To Fulfill the state requirement 1101, 1102 and 1103, Clinical Experience. Observe/participate in infant, toddler and preschool programs.

Cost to students: Lunch $9-$12 (Attach an itemized description if necessary)

Cost to Program: transportation

Where applicable please attach itinerary.

Principal's Signature: Joseph Tomasiewicz

Date: 2/10/20

Applicant's Signature: ____________________

Date: ____________________

Board Approval Date: ____________________

****

All Erie County Technical School Field Trips Must Adhere to Operating Committee Policy #231

Erie County Technical School

Field Trip Board Approval Form

Instructor: __Kelly Schoullis and Jessica Warren____ Date of Request: _____1/14___________

Program: _____CUA________________________________ Session: AM ☐ PM ☐ Both x☐

Date(s) of Trip: _______5/20__________________________ Time(s):___All Day____________________

Number of students participating: ________________

Destination:
_______Cedar Point
____

Address: ____________1 Cedar Point Drive, Sandusky, Ohio 44870____

Mode of transportation: ____School Busses or Anderson Coach
____

List of chaperones (where applicable):
____
____

Educational Rationale:
______________________The day that is scheduled is for a career exploration day. The students will be exploring the possible career paths that could come from the field of study. The students will be supplied with lunch then be able to spend time in the park exploring after a morning of career study. ____
____

Cost to students: ___________Spending Money and Possibly $10-20 per student______________________ (Attach an itemized description if necessary)

Cost to Program: _______$40.00 per student____plus bus fare if Anderson is chosen.

____

Where applicable please attach itinerary.

Principal's Signature: Joseph Taraszewski Date: 2/10/20

Applicant's Signature: ______________________ Date: ______________

Board Approval Date: ______________________

****

All Erie County Technical School Field Trips Must Adhere to Operating Committee Policy #231

ISO Form #: 2700.03.01	Revision Date: March 3, 2011
This is a controlled document. Hard copies of this form must conform with Forms Index date.	

Erie County Technical School

Field Trip Board Approval Form

Instructor: Mr. Long

Date of Request: 2/10/20

Program: EET

Session: AM ☐ PM ☐ Both ☒

Date(s) of Trip: 5/20/20

Time(s): All Day

Number of students participating: 43

Destination: Cedar Point

Address: 1 Cedar point dr. Sandusky, Ohio

Mode of transportation: School Buses or Anderson Coach

List of chaperones (where applicable):

Educational Rationale: Cedar points Career Exploration day. Open to schools for exploring Career opportunities (Elec. Maintenance)

Cost to students: $40 ? spending cash (Attach an itemized description if necessary)

Cost to Program: $40. per student

Where applicable please attach itinerary.

Principal's Signature: Joseph Tarasovitch

Date: 2/10/20

Applicant's Signature: [signature]

Date: 2/10/20

Board Approval Date:

****

All Erie County Technical School Field Trips Must Adhere to Operating Committee Policy #231

Erie County Technical School

Field Trip Board Approval Form

Instructor: C. MICHAEL MILLER

Date of Request: 2/3/2020

Program: COMPUTER NETWORKING

Session: AM ☐ PM ☐ Both ☒

Date(s) of Trip: MARCH 11, 2020

Time(s): 7 AM - 4PM

Number of students participating: 43

Destination:
INGRAM MICRO

Address: 1759 WEHRLE DRIVE, WILLIAMSVILLE, NY 14221

Mode of transportation: BUS

List of chaperones (where applicable):
C. MICHAEL MILLER, OTHER PERSON TBD

Educational Rationale:
TOUR LARGE SCALE IT FACILITY, LEARN IT TRENDS, INTERACT WITH VARIOUS IT INDUSTRY EXPERTS

Cost to students: $10 - $15 (LUNCH) MAY BE PROVIDED (Attach an itemized description if necessary)

Cost to Program: COST OF BUS

Where applicable please attach itinerary.

Principal's Signature: Joseph Taurasi[illegible]

Date: 2/4/20.

Applicant's Signature: [illegible]

Date: 2/3/2020

Board Approval Date:

****

All Erie County Technical School Field Trips Must Adhere to Operating Committee Policy #231

Erie County
Technical
School

Field Trip Board Approval Form

Instructor: Kimberly Fox

Date of Request: Jan 27, 2020

Program: ECE

Session: AM ☐ PM ☒ Both ☐

Date(s) of Trip: March 9, 2020

Time(s): 8:15 - 2:30

Number of students participating: 16

Destination:
Mill Village Elementary School + Jakes on the Park

Address: 2757 E. Center St. Waterford Pa 16441

Mode of transportation: Bus

List of chaperones (where applicable):
Ms. Fox

Educational Rationale:
Students will observe the K-5 classrooms as well as LifeSkills and learning support classes in order to meet the Clinical Experience requirements 1104 and 1105.

Cost to students: Lunch approx. $10 or less (Attach an itemized description if necessary)

Cost to Program: Transportation

Where applicable please attach itinerary.

Principal's Signature: Joseph Tomasovitch

Date: 1/31/20.

Applicant's Signature: Kimberly Fox

Date: Jan 30, 2020

Board Approval Date:

****

All Erie County Technical School Field Trips Must Adhere to Operating Committee Policy #231

ISO Form #: 2700.03.01	Revision Date: March 3, 2011
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Erie County Technical School

Field Trip Board Approval Form

Instructor: Dave Yanosk

Date of Request: 01/16/2020

Program: Construction Trades

Session: AM ☐ PM ☐ Both ☒

Date(s) of Trip: 05/08/2020

Time(s): 6:45 – 2:30

Number of students participating: 23

Destination:
KML Carpenter's Apprenticeship & Training Center, LEBANON TRAINING CENTER

Address: 1318 HAWKWDALE ROAD, LEBANON PA 17046
717-273-5277

Mode of transportation: Bus

List of chaperones (where applicable):
TO BE DECIDED

Educational Rationale:
Job Potential,

Cost to students: $0. (Attach an itemized description if necessary)

Cost to Program: Bus

Where applicable please attach itinerary.

Principal's Signature: Joseph Tarsonitch Date:

Applicant's Signature: [signature] Date: 1-16-2020

Board Approval Date:

Erie County Technical School

Field Trip Board Approval Form

Instructor: M. Cyphert

Date of Request: 1.15.20

Program : MTF

Session: AM & PM Separately

Date(s) of Trip: To be determined Time(s) 8:00-10:45 & 12:00- 2:45

Number of students participating: AM 20 PM 23
Destination: Wabtec

Address: 2901 E Lake Rd, Erie, PA 16511

Mode of transportation: School Bus

List of chaperones (where applicable):

___

___

Educational Rationale:
Tour Building 7 Metal Fabrication of steel up until ¼ thick. Erie's largest Metal Fabrication Employer

Cost to students: $0 (Attach an itemized description if necessary)

Cost to Program: $0

Where applicable please attach itinerary.

Principal's Signature: Joseph Tarasovitch Date: 1/16/20.

Applicant's Signature: [signature] Date: 1-15-20

Board Approval Date: ___

****

All Erie County Technical School Field Trips Must Adhere to Operating Committee Policy #231

ISO Form #: 2700.03.01	Revision Date: March 3, 2011
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Erie County Technical School

Field Trip Board Approval Form

Instructor: Rob Szprynowicz

Date of Request: 1/21/20

Program: PMT

Session: AM ☑ PM ☑ Both ☐

Date(s) of Trip: Fri, May 1st

Time(s): 8:30-10:15/12:30-2:15

Number of students participating: 30

Destination: ISM Industrial Sales

Address: 2609 W 12th

Mode of transportation: Bus

List of chaperones (where applicable):

Educational Rationale: To experience a local manufacturing facility

Cost to students: 0 (Attach an itemized description if necessary)

Cost to Program: Bus

Where applicable please attach itinerary.

Principal's Signature: Joseph Tarasovitch

Date: 1/22/20.

Applicant's Signature: Robert Szprynowicz

Date: 1/21/20

Board Approval Date:

****

All Erie County Technical School Field Trips Must Adhere to Operating Committee Policy #231

ISO Form #: 2700.03.01	Revision Date: March 3, 2011
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Erie County Technical School

Field Trip Board Approval Form

Instructor: Kimberly Fox

Date of Request: 2-7-2020

Program: Early Childhood Education

Session: AM ☐ PM ☐ Both ☒

Date(s) of Trip: May 28 or 29

Time(s): TBD.

Number of students participating: 19

Destination:
To be determined.

Address:

Mode of transportation: Bus

List of chaperones (where applicable):
Ms. Fox   1 more needed

Educational Rationale:
To allow Juniors and Sophomores to bond creating a well functioning P.M. class for next year. Juniors will help plan the trip fulfilling the state requirement 920 plan field trips. Both groups will reflect on the experience

Cost to students: Lunch (Attach an itemized description if necessary)

Cost to Program: Transportation.

Where applicable please attach itinerary.

Principal's Signature: Joseph Tarasovitch

Date:

Applicant's Signature:

Date:

Board Approval Date:

****

All Erie County Technical School Field Trips Must Adhere to Operating Committee Policy #231

Erie County Technical School

Field Trip Approval Form

Teacher/Advisor: Mariea Sargent Date of Request: 2/12/20

Lab/Class: Drafting & Design

Destination: Kane Innovations, Caplugs, Michael Grab Architects Erie, PA

Date(s) of Trip: **March** – Kane Innovations / **April** - Caplugs / **May** – Michael Grab Architects & Downtown Erie Time(s): AM session / PM session / Both sessions

What form of transportation will be used: School Bus

List of chaperones (where applicable): Mariea Sargent & Mary Foulkrod for all trips

Educational Rationale: Participation in tour of manufacturing plant & engineering departments.

May: Tour courthouse renovations designed by Michael Grab and discussion with the local architect.

Number of students participating: **March**: AM Kane = 19 students **April**: PM Capplugs = 22 **May**: AM & PM = 41 students

Cost to students: None = March & April

$15 for lunch = May

Cost to ECTS: Cost of School Buses (Attach an itemized description if necessary.)

Where applicable please attach itinerary.

Principal's Signature: Joseph Tarasovitch Date: 2/13/20

Applicant's Signature: Mariea Sargent Date: 2/12/20

Board Approval Date: ____________

****

All Erie County Technical School Field Trips Must Adhere to Operating Committee Policy #231

ISO Form #: 2700.03.01	Creation Date: December 26, 2001
This is a controlled document. Hard copies of this form are considered uncontrolled.	

Erie County Technical School

Field Trip Approval Form

Teacher/Advisor: Mariea Sargent Date of Request: 2/12/20

Lab/Class: National Technical Honor Society

Destination: Presque Isle & City Mission (or 2nd harvest food bank) Erie, PA

Date(s) of Trip: May 2020 Time(s): AM & PM sessions

What form of transportation will be used: School Bus

List of chaperones (where applicable):

Mariea Sargent & Allison Marendt: NTHS advisors

Educational Rationale: Participation in community service with beach clean-up and volunteering at the city mission or 2nd harvest food bank.

Number of students participating: 17 NTHS students

Cost to students: None = NTHS will cover the cost of lunch for the members.

Cost to ECTS: Cost of School Bus (Attach an itemized description if necessary.)

Where applicable please attach itinerary.

Principal's Signature: Joseph Tarasovitch Date: 2/13/20

Applicant's Signature: Mariea Sargent Date: 2/12/20

Board Approval Date: ____________________

****

All Erie County Technical School Field Trips Must Adhere to Operating Committee Policy #231

Erie County Technical School

Field Trip Board Approval Form

Instructor: SALORINO/WILBER

Date of Request: 2-11-20

Program: GRAPHICS/ ART & DESIGN

Session: AM ☐ PM ☐ Both ☒

Date(s) of Trip: MAY 12, 2020

Time(s): 8:15 AM TO 2:30pm

Number of students participating: 76

Destination: ERIE ART MUSEUM / PRESQUE ISLE STATE PARK

Address: 20 E. 5TH ST. ERIE, PA 16507 / 301 PENINSULA DR. ERIE, PA 16505

Mode of transportation: SCHOOL BUSSES (2)

List of chaperones (where applicable): TBA

Educational Rationale: CAREER PLANNING, HANDS-ON ACTIVITIES, PHOTO SHOOT @ PRESQUE ISLE

Cost to students: STUDENTS WILL PAY FOR THEIR LUNCH - COST VARIES (Attach an itemized description if necessary)

Cost to Program: GRAPHICS #350 ART #470 (ART MUSEUM) PLUS COST FOR BUSSES

Where applicable please attach itinerary.

Principal's Signature: Joseph Tarasovitch

Date: 2/13/20

Applicant's Signature: [signature]

Date: 2-11-20

Board Approval Date: ______

Erie County Technical School

Field Trip Board Approval Form

Instructor: Mary Foulkrod

Date of Request: 2/11/2020

Program: ______

Session: AM ☐ PM ☐ Both ☒

Date(s) of Trip: March 3rd, 2020

Time(s): 8AM - 2:30 PM

Number of students participating: 15 students

Destination: Mercyhurst University

Address: 38th Street

Mode of transportation: School Bus

List of chaperones (where applicable): Mary Foulkrod, Travis Woodburn, + Sandy Carr

Educational Rationale: Rotary Club of Erie Ethics Symposium

Cost to students: $0 (Attach an itemized description if necessary)

Cost to Program: ______

Where applicable please attach itinerary.

Principal's Signature: Joseph Taraszewski Date: 2/13/20

Applicant's Signature: Mary Foulkrod Date: 2/10/2020

Board Approval Date: ______

****

All Erie County Technical School Field Trips Must Adhere to Operating Committee Policy #231

Erie County Technical School

Field Trip Board Approval Form

Instructor: S. States

Date of Request: 2/18/2020

Program: HEA

Session: AM ☐ PM ☐ Both ☒ nontraditional + 1 shadow

Date(s) of Trip: March 19 2020

Time(s): 8:20 am – 2:20 pm

Number of students participating: 7

Destination:
VA Medical Center

Address: 38th St. Erie Pa

Mode of transportation: ? * will be there 8:20 am to 2:15 pm

List of chaperones (where applicable):
unknown at this time – School bus (?)

Educational Rationale:
To Give 5 male students experience with non traditional roles in the Health field, Also 1 female student

Cost to students: None * VA will give Lunch to students (Attach an itemized description if necessary)

Cost to Program: transportation only –

Where applicable please attach itinerary.

Principal's Signature: Joseph Tarasovitch

Date: 2/19/20.

Applicant's Signature: S. States

Date: 2/18/2020

Board Approval Date: ____________

****

All Erie County Technical School Field Trips Must Adhere to Operating Committee Policy #231

ISO Form #: 2700.03.01	Revision Date: March 3, 2011
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Erie County Technical School

Field Trip Board Approval Form

Instructor: S. States

Date of Request: 2/18/2020

Program: HSA

Session: AM ☒ PM ☐ Both ☐

Date(s) of Trip: April (TBA)

Time(s): ____________

Number of students participating: 17

Destination:
VA medical Center

Address: 38th Street Erie Pa

Mode of transportation: School bus

List of chaperones (where applicable):
1 teacher Aide

Educational Rationale:
Tour VA medical center & New nursing home

Cost to students: none (Attach an itemized description if necessary)

Cost to Program: School Bus

Where applicable please attach itinerary.

Principal's Signature: Joseph Taraszewski Date: 2/19/20

Applicant's Signature: S. States Date: 2/18/2020

Board Approval Date: ____________

****

All Erie County Technical School Field Trips Must Adhere to Operating Committee Policy #231

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Erie County
Technical
School

Field Trip Board Approval Form

Instructor: S. States

Date of Request: 2/18/2020

Program: HEA

Session: AM ☐ PM ☐ Both ☒

Date(s) of Trip: April — 2020

Time(s): 8:20 - 10:20 Am
12:20 - 2:20 pm

Number of students participating: Am 18 Pm 22

Destination:
Hertel & Brown Physical Therapy

Address: 3270 Peach St. Suite 400 Erie Pa
(814) 456-6000

Mode of transportation: School Bus

List of chaperones (where applicable):
1 teacher Aide

Educational Rationale:
To observe Physical Therapy facility and equipment used. (HEA 384)

Cost to students: none (Attach an itemized description if necessary)

Cost to Program: school bus

Where applicable please attach itinerary.

Principal's Signature: J. Taccarotulo

Date: 2/19/20.

Applicant's Signature: S. States

Date: 2/18/2020

Board Approval Date: ________________

****

All Erie County Technical School Field Trips Must Adhere to Operating Committee Policy #231

Erie County Technical School

Field Trip Board Approval Form

Instructor: S. States

Date of Request: 2/18/20

Program: HSA

Session: AM ☐ PM ☐ Both ☒

Date(s) of Trip: May 6 (Pending)

Time(s): 8:20 – 10:15 am 12:20 – 2:20 pm

Number of students participating: Am 17 Pm 22

Destination:
LECOM (Lake Erie College of Osteopathic Medicine)

Address: 1858 W. Grandview Blvd.

Mode of transportation: School Bus

List of chaperones (where applicable):
1 Teacher Aide

Educational Rationale:
Looking at school of Pharmacy & participating in Pharmacy Activities while there. (HSA 386)

Cost to students: None (Attach an itemized description if necessary)

Cost to Program: just for school Bus

Where applicable please attach itinerary.

Principal's Signature: Joseph Tarasovitch

Date: 2/19/20

Applicant's Signature: S. States

Date:

Board Approval Date:

****

All Erie County Technical School Field Trips Must Adhere to Operating Committee Policy #231

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Erie County Technical School

Field Trip Board Approval Form

Instructor: Kimberly Fox

Date of Request: 2-19-20

Program: ECE

Session: AM ☐ PM ☐ Both ☒

Date(s) of Trip: TBD Late May?

Time(s): All Day

Number of students participating: 29

Destination:
Erie Zoo

Address: 423 West 38th St Erie, PA 16508

Mode of transportation: Bus

List of chaperones (where applicable):
Ms. Fox + 1

Educational Rationale:
Students will learn all the details involved in planning and implementin a trip with elementary age children.

Cost to students: ~~5.50 each~~ 2.00 each (Attach an itemized description if necessary)

Cost to Program: 5.50 each 170.50 (from my Enterprise Account Please)

Where applicable please attach itinerary.

Principal's Signature: Joseph Tarasovitch

Date: 2/20/20

Applicant's Signature: Kimberly Fox

Date: 2-19-20

Board Approval Date: ________

****

All Erie County Technical School Field Trips Must Adhere to Operating Committee Policy #231

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JOC Approval after the fact. JT

Erie County
Technical
School

Field Trip Board Approval Form

Instructor: M. Walter S. Steever

Date of Request: 1/23/20

Program: ~~Auto Tech~~

Session: AM ☐ PM ☒ Both ☐

Date(s) of Trip: 1/31/20

Time(s): 12:00 - 2:45

Number of students participating: 30

Destination:
Erie Auto Show - Bayfront Convention Center

Address: 1 Sassafras

Mode of transportation: Bus

List of chaperones (where applicable):
M. Walter - S. Steever - L. Sorensen - A. Cree

Educational Rationale:
Exposure to New technology in the Auto tech field

Cost to students: 0 (Attach an itemized description if necessary)

Cost to Program: Transportation

Where applicable please attach itinerary.

Principal's Signature: Joseph Tarasovitch

Date: 1/23/20

Applicant's Signature: M Walter

Date: 1-23-20

Board Approval Date: ______

****

All Erie County Technical School Field Trips Must Adhere to Operating Committee Policy #231

ISO Form #: 2700.03.01	Revision Date: March 3, 2011
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Erie County Technical School
Joint Operating Committee
Action Items Log

Item #	Action Item	Date of Request	Suggested By	Board Consensus	Assigned To	Status	Progress Notes
Items below this line occurred during the 2019-2020 academic year							
44	Development of consent agenda to shorten JOC meeting sessions	August 22, 2019	Mr. DiPlacido	Yes	Director, Admin Staff	Completed October 2019	Revised agenda in place for October 2019 JOC session
43	Discussion and review of Administrative Procedure 126 with Instructors	August 22, 2019	Mr. Ring	Yes	Director	In progress	
42	Review and analysis of RCTC Operations (Programs offered, Length of Time, Enrollment)	August 22, 2019	Mr. Gallagher	Yes	Director, RCTC Supervisors	In progress	
Items below this line occurred during the 2018-2019 academic year							
41	Request for fingerprint data	January 24, 2019	Mr. Gallagher	Yes	Coordinator of Human and Quality Resources	Completed February 2019	Data distributed at February 28, 2019 JOC meeting
Items below this line occurred during the 2016-2017 academic year							
40	Request for update on proposed renovation cost estimates	April 27, 2017	Mr. DiPlacido	Yes	Director, Business Manager	Completed May 2017	Worked with Chris Coughlin, Architect of Record, and Paul Abrahamson, Feasibility Consultant, to develop a rough estimate of projected cost.
items below this line occurred during the 2015-2016 academic year							
39	Request for monthly update report of the Superintendents' PAC attendance and agenda	February 25, 2016	Mr. Bucksbee	Yes	Director, Superintendent of Record	Completed, March 2016	Dr. Jackson will provide the next agenda for the April PAC session; Dr. Myers has added an attendance section to her monthly report to the JOC beginning with the March 25, 2016 JOC report

38	Request for review of ECTS board policy in comparison with Millcreek Township School District policy committee's review and revision	February 25, 2016	Mr. DiPlacido	Yes	Director, Principal, and Business Manager	Completed, March 2016	A meeting was held with chair of the Millcreek Township School District policy committee and attended by Director, Principal, and Business Manager; Director and Principal will review MTSD draft policies online and inform the MTSD Policy Chairperson of any potential conflicts between the two organizations' student policies.
37	Status of board policy and need for policy review	September 24, 2015	Mr. DiPlacido	Yes	Director	Completed, December 15, 2015	A quote for PSBA Policy Review Services has been received and is being added to the 2016-2017 preliminary budget
36	Obtain an explanation from Mr. Coughlin as to willingness to provide a project cost estimate	September 24, 2015	Mr. DiPlacido	Yes	Director and Facilities Manager	Completed October 22, 2015	Letter from Tower Engineering noting the additional criteria that added to the costs of the chimney project.
35	Provide a report on the participation in the Food Service Program	September 24, 2015	Mr. Ogden	Yes	Business Manager and Food Services Director	Completed October 22, 2015	A monthly comparative report will be supplied by the Food Services Director starting with the October 2015 session.
34	Review of Food Service Fund activities	August 27, 2015	Mr. Rodgers	Yes	Director, Business Manager, and Food Services Director	In Progress On-going	Comparative review of line items in 2013-2014 and 2014-2015 to identify variances; Initial meetings have been held with Director, Business Manager, and Food Service Director to determine areas for further review
All items below this line occurred during the 2014-2015 academic year.							
33	Request for information regarding the viability of Guaranteed Energy Savings Act being incorporated into the renovation project	April 23, 2015	JOC	Yes	Director, Facilities Manager, & Business Manager	Completed, October 22, 2015	Schneider Electric and SmartEdge gave presentations during the work session regarding their Guaranteed Energy Savings Act capabilities
32	Update of enrollment review process for Class of 2017 student applications	March 26, 2015	JOC	Yes	Director	In Progress	Update will be provided once application review process has been completed

31	Request an analysis of incorporating Act 29 into the renovation project	March 26, 2015	JOC	Yes	Business Manager & Director	In Progress	Discussed matter with the Superintendents during the April meeting; Will be scheduling meetings with suggested vendors
30	Request an analysis of building renovation funded through a bond	August 28, 2014	Mr. Duda	Yes	Business Manager & Director	Completed, September 25, 2014	Bond scenarios prepared by PNC Capital Markets were presented to JOC during the September 2014 Work Session.
29	Seek competitive bids on financial auditor services	August 28, 2014	JOC	Yes	Business Manager & Director	Completed January 21, 2015	RFP released and reviewed; recommendation to JOC in January 2015
All items below this line occurred during the 2013-2014 academic year.							
28	Request for tracking of Career Street hours expended by ECTS administrators	January 25, 2014	Mr, DiPlacido	Yes	Director/Business Manager/Others	Completed, June 26, 2014	Tracking hours discussed at December Foundation meeting; email request from Mr. DiPlacido in January; staff hours reports available for February meeting
27	Investigate various strategies to upgrade HVAC system and other ECTS/Skill Center infrastructure	12/17/2013	Mr. DiPlacido	Yes	Director/Facilities Manager	Completed, August 28, 2014	JOC presentation during 1/23/14 Work Session; UPDATE: discussed with superintendents on 2/7/14; met with architect and engineer on 2/13/14; project plans and costs being developed by engineer and architect
26	Investigate and present fund balance options	8/22/13	Mr. Bucksbee	Yes	Director/Business Manager	Completed, September 26, 2013	Presented to JOC during September 2013 Work Session
All items below this line occurred during the 2012-2013 academic year.							
25	Investigate recycling program options	5/23/13	DiPlacido	Yes	Director/Facilities Manager	Completed, January 21, 2014	New recycling program began with start of second semester
24	Provide a list of CTE programs available around the State and provide monthly reports on new program development progress	5/23/13	Foyle/Ring	Yes	Director	Completed, June 27, 2013	Provided in Supplemental information-June JOC meeting

23	Begin the process of pursuing a new program for the 2014-2015 school year	April 25, 2013	Ring	Yes	Director	Completed, August 28, 2014	Update included in May Director's Report; Will be collecting students' career choice with the 2014 8th Grade Career Readiness Survey
22	Conduct a Review of the Strategic Plan	March 28, 2013		Yes	Director	Completed May 23, 2013	Presentation to JOC during May Work Session
21	Define a successful program and an at risk program based on financial parameters	February 28, 2013	DiPlacido	Yes	Director/Business Manager	Completed, March 15, 2013	Analysis prepared using 2011-2012 budget and actual for revenues and expenses by program
20	Conduct a analysis of projected PSERS rate increases and funding	December 18, 2012	Ring	Yes	Business Manager	Competed January 17, 2013	Presented to JOC during January 2013 Work Session
19	Superintendent of Record to provide a monthly written report to include PAC meeting items	December 18, 2012		Yes	Superintendent of Record	Completed February 28, 2013	Included with Agenda beginning on February 28, 2013
18	Would like to have the PDE 339 audit form (and response from RCTS) distributed to all district reps in case they did not receive a copy. This seems to me to be an important document on the health of the school which should be (if not already) sent to all of the participating districts as they are completed.	August 18, 2012	Diplacido	No	Director	Completed August 20, 2012	All appropriate documentation is over 60 pages. Requested information placed in supplemental information section of August 2012 JOC agenda.
All items below this line occurred during the 2011-2012 academic year.							
17	Request for rationale and benefit of maintaining ISO 9001:2008 registration.	May 24, 2012	Heath	Yes	Director, Coordinator of Human & Quality Resources	Completed June 20, 2012	Administrative staff developed a presentation on the merits and benefits of ISO registration.
16	Request for list of potential new programs considered by ECTS	May 24, 2012	Diplacido	Yes	Director	Completed June 15, 2012	Collected various planning documents that contain program recommendations or discussions.

15	Survey of guidance counselors of 2nd choice program selection by 9th graders	May 24, 2012	Bucksbee	Yes	Director	Completed June 20, 2012	Survey sent to 17 guidance counselors with 14 returned. Results provided at meeting.
14	Preview of Recruitment Presentation for 9th graders	May 24, 2012	Ring	Yes	Director	Completed September 27, 2012	Admissions coordinator will make presentation during September 2012 work session.
13	Request Historical Budget Information from Districts	March 28, 2012	Bucksbee	No	Director	Completed April 16, 2012	All data collected from all districts and submitted to Mr. Bucksbee; no analysis conducted by administration
12	Investigate training opportunities for gas drilling occupations	February 2012	Mr. Ring	Yes	Director	Completed April 26, 2012	Director has been contacted by IHOP; will schedule time for IHOP to present program to JOC; contract to be reviewed by solicitor; presentation to JOC at April meeting
11	Prepare a list of potential reductions in 2012-2013 expenditures totaling 5% or $300,000	February 2012	Mr. Ring	Yes	Director, Business Manager	Completed March 16, 2012	Object budget reviewed and $448,000 in possible reductions identified; presented at March JOC meeting
10	Review why a decline in applications from certain districts	February 2012	Mr. Ogden	Yes	Director	Completed March 22, 2012	Discussed with superintendents at March PAC meeting; responses from three districts; Director analyzing 2012-2013 applications; report made to JOC at March meeting
9	List of ACFF recognized schools in PA	November 2011	Mr. Ogden	Yes	Curriculum Supervisor	Completed Nov. 23, 2011	Jan Kennerknecht research and sent email to Mr. Ogden. See correspondence.
8	Obtain information on the Women in Labor Apprenticeship Grant from ECF	November 2011	Mr. Ogden	Yes	Director, Business Manager	Completed Dec. 20, 2011	Information request made to Mary Ellen Camp and Debbie Thompson on December 14, 2011.
7	Advertising for students from non-participating districts	September 2011	Mr. Bucksbee	Yes	Director, Atty. Sennett	Completed Oct. 27, 2011	Recommendation and legal briefs provided by Atty. Sennett

6	Analysis of Successful Enrollment Rates by School District (see #3)	August 2011	Mr. Duda, referred by Dr. Tracy	Yes	Director	Completed Nov. 22, 2011	Data presentation scheduled for November 22, 2011 meeting.
5	Board Policy Manual Review	August 2011	Mr. Bucksbee	Yes	Director, Administrative staff	Completed April 26, 2012	Monthly schedule 2011-12 (see schedule); scheduled completion April 2012
4	Student Application Form—is it affecting enrollment; or, is it doing what it was intended to do?	June 2011	Mr. Ring	Yes	Director	Completed Sept. 21, 2011	Several data analysis items collected; one more relevant data item to be collected
3	Do counselors offer a 2nd program choice to students unable to enroll in 1st choice?	June 2011	Mr. Duda	Yes	Superintendent of Record	Completed August 25, 2011	Survey of superintendents by Dr. Tracy over the summer; Reassigned to Director for further data analysis
2	Why Students Don't Apply?	April 2011	Mr. Ogden	Yes	Director	Completed Sept. 21, 2011	Several data analysis items collected; more relevant data needs to be collected
1	Review of Administrative Compensation Plans	June 2011	Committee	Yes	JOC President	Completed April 26, 2012	Committee to appointed at reorganization; Act 93 meeting scheduled for April 20

Amendments

(February 27, 2020)

1. Procedure 126
2. Invoice Payable Report (Updated) – General Fund
3. Invoice Payable Report – Capital Projects Fund
4. Technology Report
5. Field Trip Requests –
    a. Travel and Tourism – Heinz Field, TBD
    b. Travel and Tourism – Peak-N-Peak Resort, TBD
    c. Travel and Tourism – Presque Isle Lighthouse and Monuments, TBD
    d. Travel and Tourism – Cedar Point, May 20, 2020
    e. Cosmetology – Cosmo Prof (Beauty Supply House), May 19, 2020
    f. Cosmetology – Tony & Guy and Laurel Institute, TBD
    g. Cosmetology – State Board Exam Test (Pearson Vue), TBD
    h. Cosmetology – Salon Visits, TBD

Procedure 126 - Projected Enrollment - Actual Enrollment may differ due to "Melt"

2020-21 School Year

School-Wide Total Capacity Used	School-Wide Total Capacity Unused
87%	13%

	Program	Possible Incoming L1 AM	Retaining L2 &L3 PM	Actual Enrollment Total	Designed Capacity (Enrollment)	% Capacity Used AM	% Capacity Used PM	Total % Capacity Used	% Capacity Available
Art & Design for Business	ADS	17	31	48	48	71%	129%	100%	0%
Auto Body Repair	AUR	14	21	35	48	58%	88%	73%	27%
Automotive Technology	AUT	30	38	68	96	63%	79%	71%	29%
Computer Networking	CMN	8	30	38	48	33%	125%	79%	21%
Computer Programming	CMP	21	27	48	48	88%	113%	100%	0%
Construction Trades	CNT	24	19	43	48	100%	79%	90%	10%
Cosmetology	COS	15	33	48	48	63%	138%	100%	0%
Culinary Arts	CUA	26	50	76	96	54%	104%	79%	21%
Drafting & Design	DDE	10	31	41	48	21%	129%	85%	15%
Early Childhood Education	ECE	21	24	45	48	88%	100%	94%	6%
Electrical Engineering Technology	EET	15	33	48	48	63%	138%	100%	0%
Facility Maintenance	FMT	15	33	48	48	63%	138%	100%	0%
Graphic Communication	GRA	10	27	37	48	42%	113%	77%	23%
Health Assistant	HEA	20	28	48	48	83%	117%	100%	0%
Metal Fabrication	MTF	14	34	48	48	58%	142%	100%	0%
Precision Machining	PMT	11	24	35	48	46%	100%	73%	27%
Tourism & Hospitality Management	THM	4	20	24	48	17%	83%	50%	50%

A	B	C	D	F
100 -- 90%	*89 - 80%*	*79 - 70%*	*69 - 60%*	*59% and Below*

Applications for all districts recorded as of February 5, 2020
I have received and reviewed this information.

Instructor
Print

Instructor
Signature

Date

Erie County Technical School
Recruitment To Enrollment - Historical - Draft

Program	2019-2020 No. of Visits	Apps Received 2/5/20	2019-2020 Plan to Apply	Enrolled September 0f 2020	Enrolled February 0f 2021	2018-2019 No. of Visits	Apps Received 1/25/19	2018-2019 Plan to Apply	Enrolled September 0f 2019	Enrolled February 0f 2020	2017-2018 No. of Visits	Apps Received 2/8/18	2017-2018 Plan to Apply	Enrolled September 0f 2018	Enrolled February 0f 2019	2016-2017 No. of Visits	Apps Received 2/3/17	2016-2017 Plan to Apply	Enrolled September 0f 2017	Enrolled February 0f 2018	2015-2016 No. of Visits	Apps Received 2/9/16	2015-2016 Plan to Apply	Enrolled September 0f 2016	Enrolled February 0f 2017
Art & Design for Business	343	33	69			324	34	71	45	43	319	39	62	48	46	321	29	72	47	43	256	23	55	49	47
Automotive Body Repair	223	14	37			220	13	37	27	27	270	9	47	29	27	233	15	45	37	33	280	15	36	46	43
Automotive Technologies	137	30	61			146	19	38	65	59	208	30	48	77	75	189	43	65	80	76	248	34	77	87	84
Steever	*68.5*	*15*	*30.5*			*73*	*9.5*	*19*	*32.5*	29.5	*104*	*15*	*24*	*38.5*	*37.5*	*95*	*22*	*33*	*40*	*38*	*124*	*17*	*38.5*	*43.5*	*42*
Walter	*68.5*	*15*	*30.5*			*73*	*9.5*	*19*	*32.5*	29.5	*104*	*15*	*24*	*38.5*	*37.5*	*94*	*21*	*32*	*40*	*38*	*124*	*17*	*38.5*	*43.5*	*42*
Computer Networking	143	8	21			155	22	30	44	42	131	15	36	32	32	128	22	34	30	29		2		15	14
Computer Programming	202	21	37			174	14	28	35	34	227	8	15	31	32	227	14	24	34	34	259	21	27	44	40
Construction Trades	226	28	60			236	25	64	26	22	220	20	44	35	29	183	14	52	38	34	242	20	52	46	41
Cosmetology	337	36	138			341	55	140	47	46	350	41	110	50	49	338	43	111	48	48	375	53	144	49	48
Culinary Arts	592	26	72			581	31	90	70	65	464	36	71	75	67	540	33	78	76	74	524	34	99	79	72
Schoullis	*296*	*13*	*36*			*290.5*	*15.5*	*45*	*35*	32.5	*232*	*18*	*36*	*37.5*	*33.5*	*270*	*17*	*39*	*38*	*37*	*262*	*17*	*49.5*	*39.5*	*36*
Warren	*296*	*13*	*36*			*290.5*	*15.5*	*45*	*35*	32.5	*232*	*18*	*35*	*37.5*	*33.5*	*270*	*16*	*39*	*38*	*37*	*262*	*17*	*49.5*	*39.5*	*36*
Drafting & Design	223	10	22			212	14	31	39	40	196	16	27	39	39	210	14	22	38	36	231	8	34	35	34
Early Childhood Education	327	21	53			327	13	45	30	29	317	15	27	31	32	285	11	23	32	29	368	16	50	42	37
Electrical Engineering	228	36	63			126	22	47	46	43	128	22	22	43	41	137	17	25	43	40	231	15	31	44	42
Electronics	N/A	N/A	N/A			175	6	31	0	0	157	4	17	16	15	152	6	30	24	23	282	12	48	27	25
Facilities Maintenance	59	15	15			60	15	13	46	44	53	8	11	41	38	56	12	5	39	38	213	9	10	44	41
Graphic Communications	118	10	25			157	15	27	34	32	116	11	31	36	35	126	12	29	39	38	217	21	50	41	37
Health Assistant	406	39	91			400	29	78	43	39	372	25	65	41	38	303	31	59	46	46	318	30	67	45	45
Metal Fabrication	161	22	41			138	21	38	43	41	188	29	52	42	41	158	22	41	45	42	232	28	56	48	46
Precision Machining	84	11	28			79	15	28	32	30	82	9	23	28	24	85	13	26	22	22	178	6	27	24	22
Tourism & Hospitality Mgmt	171	4	32			187	12	36	27	25	141	8	17	18	17	157	10	32	35	29		9		32	30
Totals	***4,709***	***364***	***998***			***4,038***	***375***	***872***	***699***	***661***	***3,939***	***345***	***725***	***713***	***678***	***3,828***	***361***	***773***	***759***	***714***	***4,454***	***356***	***863***	***797***	***754***

Erie County Technical School
Open Invoice Report
General Fund

Vendor Name	Invoice Number	Invoice Date	Post Date	Invoice Balance	Potential Discount	Discount Expires On	Net Amount Due	Invoice Due Date	Days Past Due
Allegheny Educational Systems, Inc.									
Allegheny Educational Systems, Inc.	26353	1/31/2020	2/29/2020	$8,715.00	$0.00		$8,715.00	3/1/2020	0
	Totals for Allegheny Educational Systems, Inc.			*$8,715.00*	*$0.00*		*$8,715.00*		
Autozone									
Autozone	1825383739	10/9/2019	2/29/2020	$44.00	$0.00		$44.00	2/29/2020	0
	Totals for Autozone.			*$44.00*	*$0.00*		*$44.00*		
Benefit Administrators, Inc.									
Benefit Administrators, Inc.	01/15/2020	1/15/2020	2/29/2020	$305.35	$0.00		$305.35	2/29/2020	0
Benefit Administrators, Inc.	3133	2/18/2020	2/29/2020	$39.00	$0.00		$39.00	3/3/2020	0
Benefit Administrators, Inc.	02/15/2020Billing Su	2/15/2020	2/29/2020	$241.15	$0.00		$241.15	2/29/2020	0
	Totals for Benefit Administrators, Inc.			*$585.50*	*$0.00*		*$585.50*		
Brigiotta's Produce & Garden Center									
Brigiotta's Produce & Garden Center	314340	2/24/2020	2/25/2020	$143.50	$0.00		$143.50	2/29/2020	0
Brigiotta's Produce & Garden Center	46214559	2/25/2020	2/29/2020	$284.79	$0.00		$284.79	2/29/2020	0
Brigiotta's Produce & Garden Center	298435	11/13/2019	2/29/2020	$65.85	$0.00		$65.85	2/29/2020	0
Brigiotta's Produce & Garden Center	310339	1/29/2020	2/29/2020	$133.85	$0.00		$133.85	2/29/2020	0
Brigiotta's Produce & Garden Center	311197	2/3/2020	2/29/2020	$134.46	$0.00		$134.46	2/29/2020	0
Brigiotta's Produce & Garden Center	311798	2/7/2020	2/29/2020	$189.60	$0.00		$189.60	2/29/2020	0
	Totals for Brigiotta's Produce & Garden Center			*$952.05*	*$0.00*		*$952.05*		
Contract Paper Group, Inc.									
Contract Paper Group, Inc.	43007676501	1/27/2020	2/29/2020	$2,272.00	$0.00		$2,272.00	2/29/2020	0
	Totals for Contract Paper Group, Inc.			*$2,272.00*	*$0.00*		*$2,272.00*		
Creative Imprint									
Creative Imprint	10305	2/11/2020	2/29/2020	$429.50	$0.00		$429.50	2/21/2020	8
	Totals for Creative Imprint			*$429.50*	*$0.00*		*$429.50*		
David Yanosko									
David Yanosko	02/19/2020MILEAGE	2/19/2020	2/29/2020	$73.03	$0.00		$73.03	2/29/2020	0
	Totals for David Yanosko.			*$73.03*	*$0.00*		*$73.03*		
Dell Marketing L.P.									
Dell Marketing L.P.	10371449262	1/30/2020	2/29/2020	$14,477.76	$0.00		$14,477.76	2/29/2020	0
Dell Marketing L.P.	10370709380	1/27/2020	2/29/2020	$13,215.42	$0.00		$13,215.42	2/26/2020	3
	Totals for Dell Marketing L.P.			*$27,693.18*	*$0.00*		*$27,693.18*		
Desantis Solutions									
Desantis Solutions	202699	1/22/2020	2/29/2020	$171.89	$0.00		$171.89	2/29/2020	0

Erie County Technical School
Open Invoice Report
General Fund

Vendor Name	Invoice Number	Invoice Date	Post Date	Invoice Balance	Potential Discount	Discount Expires On	Net Amount Due	Invoice Due Date	Days Past Due
Desantis Solutions	203096	1/24/2020	2/29/2020	$424.89	$0.00		$424.89	2/29/2020	0
Desantis Solutions	204180	2/7/2020	2/29/2020	$564.00	$0.00		$564.00	2/29/2020	0
		Totals for Desantis Solutions		*$1,160.78*	*$0.00*		*$1,160.78*		
Dianna Noe									
Dianna Noe	19	1/30/2020	2/29/2020	$1,125.00	$0.00		$1,125.00	2/29/2020	0
		Totals for Dianna Noe.		*$1,125.00*	*$0.00*		*$1,125.00*		
Direct Energy Business									
Direct Energy Business	HS01687351	2/5/2020	2/29/2020	$3,811.20	$0.00		$3,811.20	2/29/2020	0
Direct Energy Business	HS01657481SC	1/17/2020	2/29/2020	$339.94	$0.00		$339.94	2/16/2020	13
Direct Energy Business	HS01707827	2/17/2020	2/29/2020	$888.34	$0.00		$888.34	2/29/2020	0
		Totals for Direct Energy Business		*$5,039.48*	*$0.00*		*$5,039.48*		
ECTS - Student Activities Fund									
ECTS - Student Activities Fund	INVOICE 3	2/13/2020	2/29/2020	$72.00	$0.00		$72.00	2/29/2020	0
ECTS - Student Activities Fund	INVOICE 4	2/18/2020	2/29/2020	$144.00	$0.00		$144.00	2/29/2020	0
ECTS - Student Activities Fund	INVOICE1	1/7/2020	2/29/2020	$40.00	$0.00		$40.00	2/29/2020	0
ECTS - Student Activities Fund	INVOICE2	1/28/2020	2/29/2020	$144.00	$0.00		$144.00	2/29/2020	0
		Totals for ECTS - Student Activities Fund		*$400.00*	*$0.00*		*$400.00*		
Fagan Sanitary Supply									
Fagan Sanitary Supply	164222	2/4/2020	2/29/2020	$360.08	$0.00		$360.08	2/29/2020	0
		Totals for Fagan Sanitary Supply		*$360.08*	*$0.00*		*$360.08*		
FLB Cafeteria Account									
FLB Cafeteria Account	13120	2/10/2020	2/29/2020	$1,683.00	$0.00		$1,683.00	2/29/2020	0
		Totals for FLB Cafeteria Account		*$1,683.00*	*$0.00*		*$1,683.00*		
Frontier Laundry									
Frontier Laundry	27162	1/24/2020	2/29/2020	$17.50	$0.00		$17.50	2/29/2020	0
Frontier Laundry	27094	1/10/2020	2/29/2020	$17.50	$0.00		$17.50	2/29/2020	0
Frontier Laundry	27093	1/10/2020	2/29/2020	$43.49	$0.00		$43.49	2/29/2020	0
Frontier Laundry	27165	1/7/2020	2/29/2020	$36.49	$0.00		$36.49	2/29/2020	0
		Totals for Frontier Laundry.		*$114.98*	*$0.00*		*$114.98*		
Galbraith Media Access									
Galbraith Media Access	1889	2/18/2020	2/29/2020	$510.03	$0.00		$510.03	2/29/2020	0
Galbraith Media Access	1890	2/18/2020	2/29/2020	$1,090.48	$0.00		$1,090.48	2/29/2020	0
Galbraith Media Access	1881	2/7/2020	2/29/2020	$640.00	$0.00		$640.00	2/29/2020	0
Galbraith Media Access	1882	2/7/2020	2/29/2020	$600.00	$0.00		$600.00	2/29/2020	0
		Totals for Galbraith Media Access		*$2,840.51*	*$0.00*		*$2,840.51*		

Erie County Technical School
Open Invoice Report
General Fund

Vendor Name	Invoice Number	Invoice Date	Post Date	Invoice Balance	Potential Discount	Discount Expires On	Net Amount Due	Invoice Due Date	Days Past Due
General Exterminating									
General Exterminating	159585	1/27/2020	2/29/2020	$50.00	$0.00		$50.00	1/27/2020	33
		Totals for General Exterminating		*$50.00*	*$0.00*		*$50.00*		
Global Equipment Company Inc.									
Global Equipment Company Inc.	115485956	1/30/2020	2/29/2020	$4,503.80	$0.00		$4,503.80	2/29/2020	0
Global Equipment Company Inc.	115519679	2/6/2020	2/29/2020	$2,148.71	$0.00		$2,148.71	2/29/2020	0
		Totals for Global Equipment Company Inc.		*$6,652.51*	*$0.00*		*$6,652.51*		
H. Fred Walker									
H. Fred Walker	01/22/2020Expense	1/22/2020	2/29/2020	$212.18	$0.00		$212.18	2/29/2020	0
		Totals for H. Fred Walker		*$212.18*	*$0.00*		*$212.18*		
James B. Schwab Co.									
James B. Schwab Co.	174079	1/27/2020	2/29/2020	$288.51	$0.00		$288.51	2/29/2020	0
James B. Schwab Co.	174080	1/27/2020	2/29/2020	$231.98	$0.00		$231.98	2/29/2020	0
		Totals for James B. Schwab Co.		*$520.49*	*$0.00*		*$520.49*		
John Rainey									
John Rainey	01/21/20ECE	1/21/2020	2/29/2020	$1,275.00	$0.00		$1,275.00	2/29/2020	0
		Totals for John Rainey		*$1,275.00*	*$0.00*		*$1,275.00*		
Kelly Services, Inc.									
Kelly Services, Inc.	3132171	1/20/2020	2/29/2020	$140.00	$0.00		$140.00	2/29/2020	0
Kelly Services, Inc.	3132170	1/20/2020	2/29/2020	$140.00	$0.00		$140.00	2/29/2020	0
Kelly Services, Inc.	3132169	1/20/2020	2/29/2020	$380.25	$0.00		$380.25	2/29/2020	0
Kelly Services, Inc.	4117734	1/27/2020	2/29/2020	$112.00	$0.00		$112.00	2/29/2020	0
Kelly Services, Inc.	4117733	1/27/2020	2/29/2020	$112.00	$0.00		$112.00	2/29/2020	0
Kelly Services, Inc.	4117735	1/27/2020	2/29/2020	$112.00	$0.00		$112.00	2/29/2020	0
Kelly Services, Inc.	5138174	2/3/2020	2/29/2020	$224.00	$0.00		$224.00	2/29/2020	0
Kelly Services, Inc.	5138173	2/3/2020	2/29/2020	$224.00	$0.00		$224.00	2/29/2020	0
Kelly Services, Inc.	5138175	2/3/2020	2/29/2020	$112.00	$0.00		$112.00	2/29/2020	0
Kelly Services, Inc.	6137348	2/10/2020	2/29/2020	$112.00	$0.00		$112.00	2/29/2020	0
Kelly Services, Inc.	6137347	2/10/2020	2/29/2020	$56.00	$0.00		$56.00	2/29/2020	0
Kelly Services, Inc.	6137346	2/10/2020	2/29/2020	$684.45	$0.00		$684.45	2/29/2020	0
Kelly Services, Inc.	7123970	2/17/2020	2/29/2020	$56.00	$0.00		$56.00	2/29/2020	0
Kelly Services, Inc.	7123969	2/17/2020	2/29/2020	$224.00	$0.00		$224.00	2/29/2020	0
		Totals for Kelly Services, Inc.		*$2,688.70*	*$0.00*		*$2,688.70*		
Knox McLaughlin Gornall & Sennett, P.C.									
Knox McLaughlin Gornall & Sennett, P.C.	2276087	2/7/2020	2/29/2020	$3,735.00	$0.00		$3,735.00	2/29/2020	0
Knox McLaughlin Gornall & Sennett, P.C.	2275867	1/21/2020	2/29/2020	$57.00	$0.00		$57.00	2/29/2020	0

Vendor Name	Invoice Number	Invoice Date	Post Date	Invoice Balance	Potential Discount	Discount Expires On	Net Amount Due	Invoice Due Date	Days Past Due
	Totals for Knox McLaughlin Gornall & Sennett, P.C.			*$3,792.00*	*$0.00*		*$3,792.00*		
Koldrock Waters, Inc.									
Koldrock Waters, Inc.	814703	12/15/2019	12/31/2019	$39.45	$0.00		$39.45	12/31/2019	60
Koldrock Waters, Inc.	818708	1/6/2020	2/29/2020	$46.45	$0.00		$46.45	2/29/2020	0
Koldrock Waters, Inc.	818710	1/6/2020	2/29/2020	$23.95	$0.00		$23.95	2/29/2020	0
Koldrock Waters, Inc.	818711	1/6/2020	2/29/2020	$29.95	$0.00		$29.95	2/29/2020	0
Koldrock Waters, Inc.	818707	1/6/2020	2/29/2020	$45.95	$0.00		$45.95	2/29/2020	0
Koldrock Waters, Inc.	818709	1/6/2020	2/29/2020	$18.45	$0.00		$18.45	2/29/2020	0
Koldrock Waters, Inc.	814703	11/11/2019	2/29/2020	$39.45	$0.00		$39.45	2/29/2020	0
	Totals for Koldrock Waters, Inc.			*$243.65*	*$0.00*		*$243.65*		
Kubinski Business Systems									
Kubinski Business Systems	179351	1/30/2020	2/29/2020	$76.58	$0.00		$76.58	2/29/2020	0
	Totals for Kubinski Business Systems			*$76.58*	*$0.00*		*$76.58*		
Laser Creations by I.D. Systems									
Laser Creations by I.D. Systems	38342	1/28/2020	2/29/2020	$56.10	$0.00		$56.10	2/29/2020	0
	Totals for Laser Creations by I.D. Systems			*$56.10*	*$0.00*		*$56.10*		
National Fuel Gas									
National Fuel Gas	02/20/2020HS	2/20/2020	2/29/2020	$2,450.45	$0.00		$2,450.45	2/20/2020	9
National Fuel Gas	03/03/2020SC	2/19/2020	2/29/2020	$663.11	$0.00		$663.11	3/3/2020	0
	Totals for National Fuel Gas			*$3,113.56*	*$0.00*		*$3,113.56*		
NaviGate Prepared									
NaviGate Prepared	INV-INN-1250	2/1/2020	2/29/2020	$1,000.00	$0.00		$1,000.00	2/29/2020	0
	Totals for NaviGate Prepared			*$1,000.00*	*$0.00*		*$1,000.00*		
NetSupport Incorporated									
NetSupport Incorporated	544457	1/31/2020	2/29/2020	$4,500.00	$0.00		$4,500.00	2/29/2020	0
	Totals for NetSupport Incorporated			*$4,500.00*	*$0.00*		*$4,500.00*		
Northwest Tri-County IU5									
Northwest Tri-County IU5	MISC005287	2/2/2020	2/29/2020	$186.93	$0.00		$186.93	2/29/2020	0
	Totals for Northwest Tri-County IU5			*$186.93*	*$0.00*		*$186.93*		
Pa Pride, LLC									
Pa Pride, LLC	891	1/17/2020	2/29/2020	$2,200.00	$0.00		$2,200.00	2/29/2020	0
Pa Pride, LLC	904	2/13/2020	2/3/2020	$6,290.00	$0.00		$6,290.00	2/29/2020	0
Pa Pride, LLC	905	2/13/2020	2/29/2020	$6,290.00	$0.00		$6,290.00	2/29/2020	0
	Totals for Pa Pride, LLC.			*$14,780.00*	*$0.00*		*$14,780.00*		

Erie County Technical School
Open Invoice Report
General Fund

Vendor Name	Invoice Number	Invoice Date	Post Date	Invoice Balance	Potential Discount	Discount Expires On	Net Amount Due	Invoice Due Date	Days Past Due
Pepsi Beverages Company									
Pepsi Beverages Company	47528405	2/17/2020	2/29/2020	$185.93	$0.00		$185.93	2/29/2020	0
Pepsi Beverages Company	52122806	1/27/2020	2/29/2020	$965.67	$0.00		$965.67	2/27/2020	2
Pepsi Beverages Company	48368204	2/10/2020	2/29/2020	$1,585.75	$0.00		$1,585.75	2/29/2020	0
Pepsi Beverages Company	48581455	2/3/2020	2/29/2020	$651.01	$0.00		$651.01	2/29/2020	0
		Totals for Pepsi Beverages Company		*$3,388.36*	*$0.00*		*$3,388.36*		
Reinhart Food Service									
Reinhart Food Service	492741	2/4/2020	2/29/2020	$858.13	$0.00		$858.13	2/29/2020	0
Reinhart Food Service	499771	2/11/2020	2/29/2020	$186.49	$0.00		$186.49	2/29/2020	0
Reinhart Food Service	499235	2/11/2020	2/29/2020	$1,825.20	$0.00		$1,825.20	2/29/2020	0
Reinhart Food Service	482335	1/21/2020	1/31/2020	$134.38	$0.00		$134.38	1/31/2020	29
Reinhart Food Service	479499	1/21/2020	1/31/2020	$1,636.56	$0.00		$1,636.56	1/31/2020	29
Reinhart Food Service	510476	2/25/2020	2/29/2020	$77.29	$0.00		$77.29	2/29/2020	0
Reinhart Food Service	510275	2/25/2020	2/29/2020	$1,250.31	$0.00		$1,250.31	2/29/2020	0
Reinhart Food Service	509539	2/25/2020	2/29/2020	$1,380.73	$0.00		$1,380.73	2/29/2020	0
Reinhart Food Service	508410	2/25/2020	2/29/2020	$123.32	$0.00		$123.32	2/29/2020	0
Reinhart Food Service	487378	1/28/2020	2/29/2020	$1,206.37	$0.00		$1,206.37	2/29/2020	0
Reinhart Food Service	504310	2/18/2020	2/29/2020	$1,003.72	$0.00		$1,003.72	2/29/2020	0
		Totals for Reinhart Food Service		*$9,682.50*	*$0.00*		*$9,682.50*		
Sarah A. Reed Children's Center									
Sarah A. Reed Children's Center	Jan 20 - CAEP	2/12/2020	2/29/2020	$50,270.00	$0.00		$50,270.00	2/29/2020	0
		Totals for Sarah A. Reed Children's Center		*$50,270.00*	*$0.00*		*$50,270.00*		
Saw Sales & Machinery Company									
Saw Sales & Machinery Company	485372	2/10/2020	2/29/2020	$23.00	$0.00		$23.00	3/11/2020	0
		Totals for Saw Sales & Machinery Company		*$23.00*	*$0.00*		*$23.00*		
Scott Electric									
Scott Electric	1832150	2/10/2020	2/29/2020	$402.00	$0.00		$402.00	2/29/2020	0
Scott Electric	1816102	1/30/2020	2/29/2020	$120.38	$0.00		$120.38	2/29/2020	0
Scott Electric	1819555	1/31/2020	2/29/2020	$13.02	$0.00		$13.02	2/29/2020	0
		Totals for Scott Electric		*$535.40*	*$0.00*		*$535.40*		
SJE FBO EnergyMark, LLC									
SJE FBO EnergyMark, LLC	1064316	2/29/2020	2/29/2020	$50.00	$0.00		$50.00	2/29/2020	0
		Totals for SJE FBO EnergyMark, LLC		*$50.00*	*$0.00*		*$50.00*		
STA Central Region									
STA Central Region	70097451	1/31/2020	2/29/2020	$865.00	$0.00		$865.00	2/29/2020	0

Erie County Technical School
Open Invoice Report
General Fund

Vendor Name	Invoice Number	Invoice Date	Post Date	Invoice Balance	Potential Discount	Discount Expires On	Net Amount Due	Invoice Due Date	Days Past Due
		Totals for STA Central Region		*$865.00*	*$0.00*		*$865.00*		
Summit Township Sewer Authority									
Summit Township Sewer Authority	02/11/2020SEWER	2/11/2020	2/29/2020	$487.39	$0.00		$487.39	2/29/2020	0
		Totals for Summit Township Sewer Authority		*$487.39*	*$0.00*		*$487.39*		
Summit Township Water Authority									
Summit Township Water Authority	02/06/2020WATER	2/6/2020	2/29/2020	$774.02	$0.00		$774.02	3/10/2020	0
		Totals for Summit Township Water Authority		*$774.02*	*$0.00*		*$774.02*		
Unifirst Corporation									
Unifirst Corporation	1430348	2/11/2020	2/29/2020	$141.03	$0.00		$141.03	2/29/2020	0
Unifirst Corporation	1430371	2/11/2020	2/29/2020	$82.90	$0.00		$82.90	2/29/2020	0
Unifirst Corporation	1428700	2/4/2020	2/29/2020	$132.35	$0.00		$132.35	2/29/2020	0
Unifirst Corporation	1428722	2/4/2020	2/29/2020	$80.35	$0.00		$80.35	2/29/2020	0
Unifirst Corporation	1427063	1/28/2020	2/29/2020	$78.29	$0.00		$78.29	2/29/2020	0
Unifirst Corporation	1427038	1/28/2020	2/29/2020	$132.35	$0.00		$132.35	2/29/2020	0
Unifirst Corporation	1433634	2/25/2020	2/29/2020	$82.90	$0.00		$82.90	2/29/2020	0
Unifirst Corporation	1431973	2/18/2020	2/29/2020	$141.03	$0.00		$141.03	2/29/2020	0
Unifirst Corporation	1431994	2/18/2020	2/29/2020	$82.90	$0.00		$82.90	2/29/2020	0
Unifirst Corporation	1433610	2/25/2020	2/29/2020	$141.03	$0.00		$141.03	2/29/2020	0
		Totals for Unifirst Corporation		*$1,095.13*	*$0.00*		*$1,095.13*		
Verizon Wireless									
Verizon Wireless	321288569-00001	2/7/2020	2/29/2020	$337.92	$0.00		$337.92	2/28/2020	1
		Totals for Verizon Wireless		*$337.92*	*$0.00*		*$337.92*		
		GRAND TOTALS:		**$160,144.51**	**$0.00**		**$160,144.51**		

Erie County Technical School
Open Invoice Report
General Fund

Report name: New Open Invoice Report
Report format: Detail
Show invoices open as of: 2/29/2020
Calculate discounts as of today
Base invoice aging on:Due date
Include all invoice dates
Include all post dates
Include all due dates
Include all Post Statuses
Include all Invoices
Include all Vendors
Include these Banks: 10-01020
Include all Invoice Attributes
Include all Vendor Attributes

Erie County Technical School
Open Invoice Report
Capital Projects - NWSB

Vendor Name	Invoice Number	Invoice Date	Post Date	Invoice Balance	Potential Discount	Discount Expires On	Net Amount Due	Invoice Due Date	Days Past Due
NEWCO Electric Co.									
NEWCO Electric Co.	Fire Alarm Upgrade 2	2/21/2020	2/29/2020	$34,470.00	$0.00		$34,470.00	2/29/2020	0
		Totals for NEWCO Electric Co.		*$34,470.00*	*$0.00*		*$34,470.00*		
			GRAND TOTALS:	**$34,470.00**	**$0.00**		**$34,470.00**		

Erie County Technical School
Open Invoice Report
Capital Projects - NWSB

Report name: New Open Invoice Report
Report format: Detail
Show invoices open as of: 2/29/2020
Calculate discounts as of today
Base invoice aging on:Due date
Include all invoice dates
Include all post dates
Include all due dates
Include all Post Statuses
Include all Invoices
Include all Vendors
Include these Banks: 31-01130
Include all Invoice Attributes
Include all Vendor Attributes

February 25, 2020

Technology Board Report

Office 365 & Google Suite

We have completed our G-Suite Single Sign-On with Office 365 (O365). We have completed the Exchange Server Hybrid configuration with Office365. We have configured the Azure data connection so that our on-Premise databases are accessible in O365/Azure. We have completed the Web Application Proxy connector so we can leverage O365 authentication to on-Premise web application servers, as an insulation layer for server protections.

The next phase plan is to migrate our email services and our sharepoint (eClass) services to O365. These are the more natural migration options; as they are the focal strategy of O365, and upgrading these servers on-Premise is costlier, has more limitations, and lastly requires more IT resources to maintain.

Print Systems

The new printers and copiers arrived on site earlier this month, and should begin getting installed in the next week.

Backup Server

Upgraded the Backup Server software to the latest version to support Server 2019. Our Door Access Controls Server was built in November on Server 2019, to ensure the longest possible deployment life; however, our backup software needed a significant upgrade to support Server 2019.

Unfortunately, the upgrade does not support O365 or G-Suite backups; which is going to be a necessary infrastructure component for the school to fully embrace these services. We are in discussion with backup vendors to license cloud backup features.

Server and Infrastructure

The primary production server has reached its life expectancy. The warranty can no longer be renewed, and it has suffered two hardware failures in the last year. As we consider the cloud and O365 services; there are several opportunities to migrate some production services to our O365 tenant; to reduce the workload demands of our on-Premise servers. I am evaluating the related long term cost comparisons; hoping to invest in the best long term strategy for the school.

Applications

Developed a drill down function in our eDesx gradebook verification process to help more easily identify details.

Training

I'd like to thank Principal Joe Tarasovitch for the continued opportunity to present to our faculty, and thank our faculty for their continued growth with technology advancements. We reviewed our Digital Classroom equipment again, introduced the Print project plan, and planted the seed for our Office 365 migration plans. Every opportunity to continue the technology direction will ease the adoption and comfort for everyone.

Erie County Technical School

Field Trip Board Approval Form

Instructor: Zellefrow Date of Request: 2/26/20

Program: THM Session: AM ☐ PM ☐ Both ☑

Date(s) of Trip: TBD Time(s): ______

Number of students participating: 25

Destination: Heinz Feild

Address: 100 Art Rooney Ave, Pittsburg PA 15212

Mode of transportation: Busses

List of chaperones (where applicable): Instructor / Woodburn

Educational Rationale: How to operate large events

Cost to students: $50 (Attach an itemized description if necessary)

Cost to Program: ∅

Where applicable please attach itinerary.

Principal's Signature: Joseph Tarantinl Date: 2/26/20

Applicant's Signature: BZ Date: 2/26/20

Board Approval Date: ______

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All Erie County Technical School Field Trips Must Adhere to Operating Committee Policy #231

Erie County Technical School

Field Trip Board Approval Form

Instructor: ZELLEFROW Date of Request: 2/26/20

Program: THM Session: AM ☐ PM ☐ Both ☒

Date(s) of Trip: TBD Time(s): ______

Number of students participating: 25

Destination: PEAK N PEAK

Address: Clymer, NY

Mode of transportation: BUSSES

List of chaperones (where applicable): INSTRUCTOR / SCOTT STAFF

Educational Rationale: EXPERIENCE BANQUET OPERATIONS & SEE THE ROPES & ZIPLINE COURSE AS A YEAR-ROUND DRAW

Cost to students: $ 25 (Attach an itemized description if necessary)

Cost to Program: $ 0

Where applicable please attach itinerary.

Principal's Signature: Joseph Taracouth Date: 2/26/20

Applicant's Signature: [signature] Date: 2/26/20

Board Approval Date: ______

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All Erie County Technical School Field Trips Must Adhere to Operating Committee Policy #231

ISO Form #: 2700.03.01	Revision Date: March 3, 2011
This is a controlled document. Hard copies of this form must conform with Forms Index date.	

Erie County Technical School

Field Trip Board Approval Form

Instructor: ZELLEFROW

Date of Request: 2/26/20

Program: THM

Session: AM ☐ PM ☐ Both ☒

Date(s) of Trip: TBD

Time(s): ____________

Number of students participating: 25

Destination: PRESQUE ISE LIGHT HOUSE & MONUMENTS

Address: PRESQUE ISE

Mode of transportation: BUSSES

List of chaperones (where applicable): INSTRUCTOR / +1

Educational Rationale: HISTORICAL TOURISM & LOCAL ATTRACTION

Cost to students: $ 20 (Attach an itemized description if necessary)

Cost to Program: $ Ø

Where applicable please attach itinerary.

Principal's Signature: Joseph Tarasovitch

Date: 2/26/20

Applicant's Signature: [signature]

Date: 2/26/20

Board Approval Date: ____________

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All Erie County Technical School Field Trips Must Adhere to Operating Committee Policy #231

Erie County Technical School

Field Trip Board Approval Form

Instructor: ZELLEFROW

Date of Request: 2/26/20

Program: THM

Session: AM ☐ PM ☐ Both ☑

Date(s) of Trip: MAY 20TH

Time(s): ______

Number of students participating: 25

Destination: CEDAR POINT

Address: 1 CEDAR POINT DRIVE, SANDUSKY, OH 44870

Mode of transportation: BUSES

List of chaperones (where applicable): LAB INSTRUCTORS

Educational Rationale: HOW THEAM PARKS OPERATE TO ENSURE GUEST SATISFACTION TO 1K'S OF PEOPLE

Cost to students: $40 (Attach an itemized description if necessary)

Cost to Program: Ø

Where applicable please attach itinerary.

Principal's Signature: Joseph Tarnowski

Date: 2/26/20

Applicant's Signature: [signature]

Date: 2/26/20

Board Approval Date: ______

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All Erie County Technical School Field Trips Must Adhere to Operating Committee Policy #231

ISO Form #: 2700.03.01	Revision Date: March 3, 2011
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Erie County Technical School

Field Trip Board Approval Form

Instructor: Mrs. Noonan

Date of Request: 2-26-20

Program: Cosmetology

Session: AM ☐ PM ☐ Both ☐

Date(s) of Trip: May 19th 2020

Time(s): 10:30 am - 2:30pm

Number of students participating: TBA - Roughly =

Destination: Cosmo Prof (Beauty Supply House) - Ulta Beauty & Lunch @ Rand1

Address: TBA

Mode of transportation: School Bus

List of chaperones (where applicable): Mrs. Noonan & Mrs. Noe'

Educational Rationale: Special Field Trip for Goal Achievers in Clinic - Cosmetologist will be expected to hit Goals & Be rewarded for them in our Industry

Cost to students: # 0 (Attach an itemized description if necessary)

Cost to Program: # 200.00

Where applicable please attach itinerary.

Principal's Signature: Joseph Tarasovitch

Date: 2/26/20

Applicant's Signature: KN

Date: 2-20-20

Board Approval Date: ____________

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All Erie County Technical School Field Trips Must Adhere to Operating Committee Policy #231

ISO Form #: 2700.03.01	Revision Date: March 3, 2011
This is a controlled document. Hard copies of this form must conform with Forms Index date.	

Erie County Technical School

Field Trip Board Approval Form

Instructor: Mrs. Noonan

Date of Request: 2-26-20

Program: Cosmetology

Session: AM ☐ PM ☒ Both ☐

Date(s) of Trip: TBA

Time(s): All Day

Number of students participating: 15 - Seniors only

Destination: Toni & Guy & Laurel Institute

Address:

Mode of transportation:

List of chaperones (where applicable): Mrs. Noonan & Mrs. Noe

Educational Rationale: On-going Educational Trip - focusing on Cosmetology Instructor Programs

Cost to students: $0 (Attach an itemized description if necessary)

Cost to Program: $0

Where applicable please attach itinerary.

Principal's Signature: Joseph Taraszewski

Date: 2/26/20

Applicant's Signature: [signature]

Date: 2-26-20

Board Approval Date:

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All Erie County Technical School Field Trips Must Adhere to Operating Committee Policy #231

Erie County Technical School

Field Trip Board Approval Form

Instructor: Mrs. Noonan

Date of Request: 2-26-20

Program: Cosmetology

Session: AM ☐ PM ☐ Both ☐ SR's only

Date(s) of Trip: TBA

Time(s): All Day

Number of students participating: 15

Destination: State Board Exam - Test - Pearson Vue Erie PA

Address: 3123 W. 12th St. Suite Erie PA 16505

Mode of transportation: School Bus

List of chaperones (where applicable): Mrs. Noonan

Educational Rationale: Taking SR's to take Licensing

Cost to students: $0 (Attach an itemized description if necessary)

Cost to Program: $135.00 per student - fundraised

Where applicable please attach itinerary.

Principal's Signature: Joseph Tarasovitch

Date: 2/26/20

Applicant's Signature: [signature]

Date: 2-26-20

Board Approval Date: ____________

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All Erie County Technical School Field Trips Must Adhere to Operating Committee Policy #231

Erie County Technical School

Field Trip Board Approval Form

Instructor: Mrs. Noonan

Date of Request: 2-26-20

Program: Cosmetology

Session: AM ☐ PM ☐ Both ☒

Date(s) of Trip: TBA

Time(s): All Day

Number of students participating: 46

Destination: Salon Visits & Lunch ->

Address: TBA -

Mode of transportation: School Bus

List of chaperones (where applicable): Mrs. Noonan & Mrs. Noe

Educational Rationale: Students to visit Local Employers & See past Alumni working & being Sucessfull

Cost to students: $0 (Attach an itemized description if necessary)

Cost to Program: 460.00 - $10 per student Lunch

Where applicable please attach itinerary.

Principal's Signature: Joseph Tarasovitch

Date: 2/26/20

Applicant's Signature: KN

Date: 2-20-20

Board Approval Date: __________

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All Erie County Technical School Field Trips Must Adhere to Operating Committee Policy #231