



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:

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

<u>Administrators:</u>	<u>Position:</u>	<u>Present</u>	<u>Absent</u>
Dr. Erik Kincade	Superintendent of Record	x	
Dr. H Fred Walker	Director	x	
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

- GEM City Cirtual Reality Education – PA Smart Advancing Grant
- Career Alternative Education Program Contract July 1, 2020 to June 30, 2021
- Approval of 2020-2021 Erie County Technical School Budget
- Recommendation to forward 2020-2021 Erie County Technical School Budget to Districts for approval as presented
- 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

- Business Manager Report
- Treasurer Report
- Statement of Activities
 - General Fund
 - Capital Projects Fund
 - Student Activities Fund
- Checks and Wire Transfers
 - General Fund
 - Capital Projects Fund
 - Student Activities Fund
- Invoices Payable
 - General Fund
 - Capital Projects Fund
 - Student Activities Fund
- 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