



**Joint Operating Committee
Meeting Agenda
Thursday, January 23, 2020
8500 Oliver Road, Erie, PA 16509**

JANUARY IS BOARD RECOGNITION MONTH – THANK YOU FOR YOUR SERVICE

**Work Session
6:00 p.m.**

Presentation of the 2020-2021 Erie County Technical School Budget – Dr. H. Fred Walker

- a. 2020-2021 Erie County Technical School Budget
- b. Board Budget Summary
- c. PAC Presentation

Call to Order

- a. Moment of Reflection
 - b. Pledge of Allegiance
 - c. Roll Call
 - d. **Motion to Approve Agenda and Amendments, if applicable**
2. Meeting Minutes from December 17, 2019
- a. **Motion to Approve Meeting Minutes**
3. Student Accomplishments/Highlights
- a. Student of the Month - December
4. Public Comment
5. Important Items Coming to the ECTS – n/a
6. Operations:
- a. New Business
 - i. GEM City Virtual Reality Education – PA Smart Advancing Grant
 - ii. Career Alternative Education Program Contract July 1, 2020 to June 30, 2021
 - iii. Recommendation to forward 2020-2021 Erie County Technical School Budget to Districts for approval as presented
 - iv. Nomination of JOC representative for NOREBT Trustee
 - b. Old Business
 - c. **Motion to Approve Operations Section of the Agenda**
7. 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 Payment
 - g. Approval of additional \$3,000 VISA limits for 2019-2020 school year for SkillsUSA/Professional Skills and Tourism and Hospitality Program Instructors
 - h. Motion to Approve Financial Items Section of the Agenda
- 8. Human and Quality Resources
 - a. Human and Quality Resources Report
 - b. Resignations and Retirements – n/a
 - c. Hiring
 - i. Recommendation to grant regular employment status to Emma Ragsdale, part-time Custodian effective December 26, 2019.
 - d. Motion to Approve Human and Quality Resources Section of the Agenda
- 9. Reports (verbal and written):
 - a. Superintendent
 - b. Director
 - c. Solicitor
 - d. Principal
 - e. Motion to Approve Reports Section of the Agenda
- 10. Supplemental Reports and Information (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
- 11. Statute-Related Business:
 - a. Staff Travel > 400 Miles – n/a
 - b. Field Trip Requests – n/a

- c. Fundraising – n/a
 - d. Facility Use Requests (for-profit groups only) – n/a
 - e. Motion to Approve Statute-Related Business
- 12. Board Action Items
- 13. Amendments
 - a. Motion to Approve Amendments
- 14. Adjournment
- 15. Reminders
 - a. Next meeting is Thursday, February 27, 2020 at 6:00 p.m.
 - b. Statements of Financial Interest are due May 2020
<https://www.ethicsforms.pa.gov/forms/websfi> - Online Filing

Erie County Technical School 2020-2021 Budget Proposal



Presented to the Joint Operating Committee

January 23, 2020

Our Passion: Sharing Our Expertise to Spark Career Potential

Table of Contents

Mission Statement, Quality Policy & Principles	3
Participants	4
Executive Summary.....	7
General Fund	
Budget Summary	9
Budget Charts	11
Secondary Program	
Budget Summary	12
Budget Charts	14
Budget Detail	15
Regional Career & Technical Center	
Budget Summary	21
Detail	22
Capital Projects Fund	23
District Contribution	
Summary.....	25
Change from Prior Years—Dollars.....	26
Change from Prior Years—Percentage.....	27
Contribution—Participation	28
Contribution—District History.....	29
Per Pupil Contribution	30
Budget Preparation Calendar	31
Budget Notes	32

Mission Statement

The Erie County Technical School delivers career success to Northwest Pennsylvania through:

- Employ-Ability
- Career Planning
- Technical Education
- Supporting Academics

Quality Policy

The Erie County Technical School is committed to providing career and technical education that exceeds the expectations of our customers while continually measuring our progress and improving our programs and services.

Principles

- Ensure the ***safety and welfare*** of our students
 - Provide ***opportunities for learning***
 - Protect the ***public trust***
- Provide for the ***transition from school to work or additional schooling***
 - ***Embrace the diversity*** in our classrooms

Participants

Joint Operating Committee

David Mahoney Fairview School District
Andy Dinsmore..... Fort LeBoeuf School District
James BucksbeeGeneral McLane School District
Dennis Olesnanik.....Girard School District
Terri Brink..... Harbor Creek School District
Edward RickrodeIroquois School District
John DiPlacidoMillcreek Township School District
Joe Cancilla..... North East School District
Sam Ring..... Northwestern School District
Stephen Gilbert Union City Area School District
Steve O'Donnell Wattsburg Area School District

Superintendents

Dr. Erik Kincaid, Superintendent of Record Fairview School District
Richard Emerick Fort LeBoeuf School District
Richard ScalettaGeneral McLane School District
Donna Miller Girard School District
Kelly Hess Harbor Creek School District
Shane MurrayIroquois School District
William HallMillcreek Township School District
Dr. Michelle Hartzell North East School District
John Hansen Northwestern School District
Matthew Bennett..... Union City Area School District
Ken Berlin Wattsburg Area School District

Administrative Staff

Dr. H. Fred Walker..... Director
Joseph Tarasovitch..... High School Principal
Terri Birchard Business Manager & Board Secretary
Del Von VolkenbergFacilities Manager
Natalie Fatica Coordinator of Human & Quality Resources
Lesa Scalise.....Supervisor of Instructional Support Services
Sandra CarrSupervisor of Instructional Support Services
Jeff SmithInformation Systems and Technology Manager
Renee Heberle Regional Career & Technical Center Manager
Amy Nichilo Regional Career & Technical Center Manager
Sarah Garafolo Student Health Coordinator

Instructional Staff

Ken Balsiger.....Auto Body Repair
Mark CyphertMetal Fabrication
Rob EgglestonBusiness Partnerships Coordinator
Kimberly Fox.....Early Childhood Education
Mary Foulkrod..... Career Planning Coordinator
Jason Klins Computer Programming
Corey Long Electrical Engineering
Allison Marendt..... Mathematics Resources
Tracy Massello Facility Maintenance Technologies
Stephanie Mathews Transition Center
C. Michael Miller Computer Networking
Kayla Noonan Cosmetology
Joe Salorino Graphic Communications
Maria Sargent.....Drafting & Design
Kelly Schoullis Culinary Arts
Lisa Sorensen Enrollment and Community Engagement Coordinator
Sherry States Health Assistant
Sam Steever Automotive Technologies
Rob Suprynowicz Precision Machining
Matt Walter Automotive Technologies
Jessica Warren Culinary Arts
Danielle Wilber..... Art & Design for Business
Travis Woodburn.....Professional Skills
Dave Yanosko Construction Trades
Jeff Zellefrow..... Tourism & Hospitality Management

Support Staff

Heather Beck.....RCTC/CAEP Secretary
Kelly Bennett..... Business Office Secretary
Jane Boyd Instructional Assistant
Kresse, Sharon School Nurse
Heidi Crane..... Instructional Assistant
Annalee Cree..... Instructional Assistant
Marty Burnham..... Educational Assistant
Andrew Fair Information Technology Technician
Jessica Fiesler Instructional Assistant
Rosanne Gangemi Instructional Assistant

Support Staff (continued)

Kim Haupt Instructional Assistant
Melinda Jobczynski Instructional Assistant
Bobbie Sue King Custodian
Michael Kraus Custodian
Allen Labrozzi, Custodian
Pamela Lasher High School Secretary/Registrar
Nancy Makowski Instructional Assistant
Bruce Marzka Maintenance Mechanic
Timothy Mello Maintenance Mechanic
Pamela Pence Student Support Services Secretary
Emma Ragsdale Custodian
Kimberly Schley Custodian
Jennifer Szumigala, Custodian
Gina Zona Instructional Assistant

The Erie County Technical School is an Equal Opportunity Educational Institution

Erie County Technical School 2020-2021 Budget Proposal

Executive Summary

For the 2020-2021 budget to provide career and technical training to the students of Erie County, Erie County Technical School is once again asking the partnering school districts for an increase in their financial contributions in 2020-2021. This budget proposal was prepared to incorporate small improvements into the technical school's operation. It is our pleasure to present to the Joint Operating Committee, the superintendents, and the participating school districts this 2020-2021 budget proposal.

Included in this year's budget proposal is a 2.33% increase in district contributions. Additional retirement, healthcare, and personnel changes necessitate the increased contribution request from the prior year. The 2.33% increase in 2020-2021 amounts to \$97,448 in additional contributions from the districts.

Revenue & Expenditures

This year's budget uses a balanced budget approach where proposed expenditures will equal proposed revenues. In this preliminary budget, revenues equal expenditures including a \$50,000 budgetary reserve at \$6.9 million. While revenue categories are projected to remain relatively level, an anticipated decrease in the state retirement subsidy of approximately \$9,000 due to a several personnel changes is reflected in the 2020-2021 revenue projections.

Notable budgeted expenditures include:

- 1) \$50,946 in Affordable Care Act costs for three participants less contributions
- 2) \$45,000 for projected 403(b) payments for anticipated staff retirements
- 3) \$9,100 for an increased transfer of \$75,000 to the Capital Reserve Fund

District Contributions

District contributions will increase for 2020-2021 by 2.33%, and total approximately \$4.28 million. The districts' contributions are based on 100% Participation (Vocational Average Daily Membership), using a three-year rolling average of academic years 2016-2017, 2017-2018, and 2018-2019. It is important to note that individual district contributions will change from year to year due to enrollment fluctuations at the technical school. The percentage change in district contributions ranges from a decline of 8.7% for Northwestern School District to an increase of 18.1 % for Fairview School District.

Other Budget Insights

The secondary budget has a projected end-of-year Fund Balance of \$965,342. Of that amount, there are assigned balances of \$282,975 for projected PSERS contribution increases and \$250,000 for a new program. The unassigned fund balance equals \$432,367. No use of prior fund balance is anticipated in the 2020-2021 budget.

The budget also includes the customary reserve of \$ 50,000 in the Budgetary Reserve, which allows for any unanticipated or opportunity expenditures which may arise during the fiscal year.

The Regional Career & Technical Center budget reflects a balanced budget projection for the 2020-2021 fiscal year. With changes in personnel and increasing competition from other adult training facilities, the program is projecting revenues to match its anticipated expenses.

The Capital Projects Fund shows a budgeted increase in fund balance of \$30,450 for 2020-2021. The planned transfer from the General Fund in 2020-2021 will equal \$75,000 and an estimated \$650 in interest earnings are projected on these funds. Projected cyclical expenditures from the fund during 2020-2021 are \$45,200.

Per Pupil Cost Analysis

Our budget presentation contains several analyses based on the cost each district pays to send students to the technical school. These analyses have become a little less relevant with the adoption of a budget formula based strictly on participation, or vocational average daily membership (VADM). The per pupil cost analysis takes two forms—gross per pupil cost and net per pupil cost. Any difference in per pupil cost is attributable to the components the State uses to calculate vocational subsidy (see Budget Notes for the components and calculation). Analysis points include:

- 1) *Gross average per pupil cost* is \$6,868
- 2) *Net average per pupil cost* is \$5,905
- 3) *Net per pupil cost, by district*, range from \$6,196 for Fairview to \$5,539 for Iroquois

See the *Per Pupil Contribution* section for information on each district's per pupil contribution.

Budget Summary

Overall, the secondary program budget proposal projects no use of prior fund balance while holding district contributions to a 2.33% overall average increase.

The projected 2020-2021 revenues of \$6.45 million will:

- a) Maintain an Unassigned Fund Balance of \$432,367
- b) Maintain the Assigned Fund Balance for PSERS at \$282,975
- c) Maintain the Assigned Fund Balance for a new program at \$250,000
- d) Establish a budgetary reserve of \$50,000

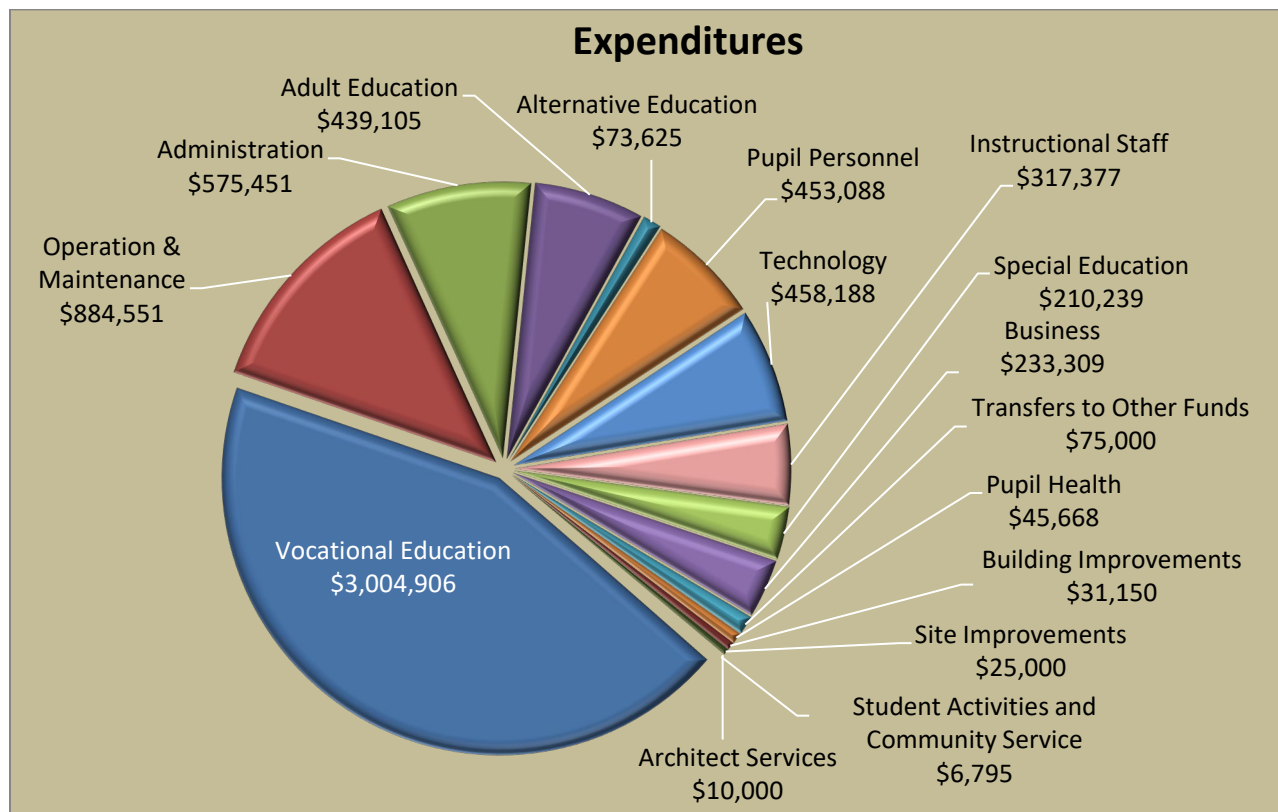
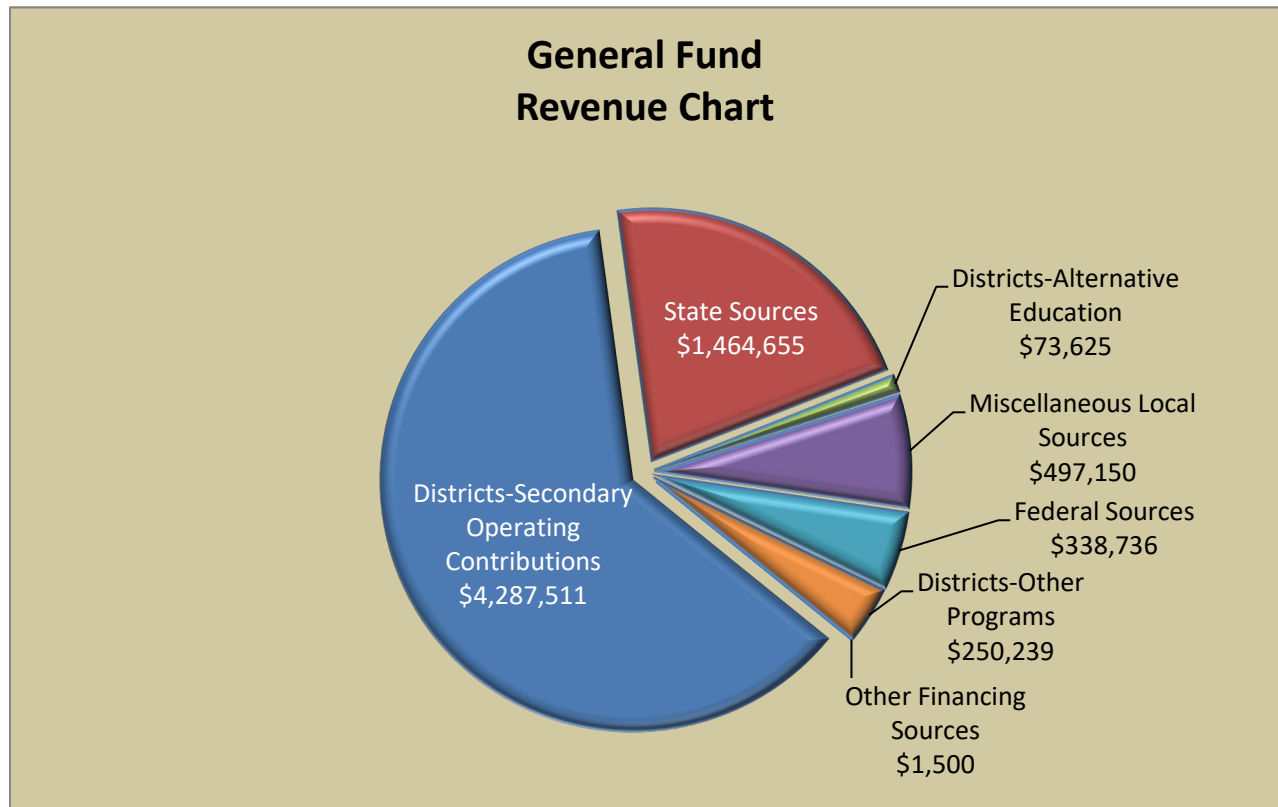
Please review the accompanying tables and charts for more detailed information on our budget proposal for 2020-2021. We welcome any comments or suggestions you may have about our budget. We look forward to the approval of this 2020-2021 budget request by our participating school districts.

General Fund—Budget Summary

Code	Account	General	Secondary	RCTC
	Estimated Unassigned Fund Balance July 1, 2020	650,353	432,367	217,986
	Estimated Assigned to New High School Program July 1, 2020	250,000	250,000	
	Estimated Assigned PSERS Fund Balance July 1, 2020	282,975	282,975	
Total Estimated Fund Balances - July 1, 2020		1,183,328	965,342	217,986
Revenue				
6000	Miscellaneous Local Sources	497,150	63,150	434,000
6946	Districts-Alternative Education	73,625	73,625	
6946	Districts-Other Programs--Transition Center	250,239	250,239	
6946	Districts-Secondary Operating Contributions	4,287,511	4,287,511	
7000	State Sources	1,464,655	1,439,550	25,105
8000	Federal Sources	338,736	338,736	
9000	Other Financing Sources	1,500	1,500	
Total Revenue		6,913,416	6,454,311	459,105
Total Revenue & Beginning Fund Balance		8,096,744	7,419,653	677,091
Expenditures				
1200	Special Education	210,239	210,239	
1300	Vocational Education	3,004,906	3,004,906	
1400	Alternative Education	73,625	73,625	
1600	Adult Education	439,105		439,105
2100	Pupil Personnel	453,088	453,088	
2200	Instructional Staff	317,377	317,377	
2300	Administration	575,451	575,451	
2400	Pupil Health	45,668	45,668	
2500	Business	233,309	233,309	
2600	Operation and Maintenance	884,515	884,515	
2800	Technology	458,188	458,188	
3200	Student Activities	4,295	4,295	
3300	Community Service	2,500	2,500	
4200	Site Improvements/Repairs	25,000	25,000	
4400	Architect Services	10,000	10,000	
4600	Building Improvement Services	31,150	31,150	
5200	Transfers to Other Funds	75,000	75,000	
Subtotal Expenditures		6,843,417	6,404,311	439,105
5900	Budgetary Reserve	70,000	50,000	20,000
Total Expenditures & Budgetary Reserve		6,913,417	6,454,311	459,105

General Fund—Budget Summary (continued)

Fund Balance			
2020-21 Change in Fund Balance-Unassigned	0	0	0
2020-21 Change in Fund Balance-Assigned PSERS	0	0	0
2020-21 Change in Fund Balance-New High School Program	0	0	0
Total Change in Fund Balance	0	0	0
Unassigned Fund Balance	650,353	432,367	217,986
Transfer to Assigned Fund Balance-New High School Program	0	0	
Unassigned Fund Balance- June 30, 2020	650,353	432,367	217,986
Assigned Fund Balance-PSERS Rate Increases	282,975	282,975	0
Use of Fund Balance	0	0	
Assigned Fund Balance-PSERS Rate Increases-June 30, 2020	282,975	282,975	0
Assigned Fund Balance-New High School Program	250,000	250,000	0
Transfer from Unassigned Fund Balance	0	0	
Assigned Fund Balance-New Program-June 30, 2020	250,000	250,000	0
Total End of Year Fund Balance - June 30, 2021	1,183,328	965,342	217,986



Secondary Program—Budget Summary

SECONDARY PROGRAM		
	Estimated Unassigned Fund Balance--July 1, 2020	432,367
	Estimated Assigned New Program Fund Balance--July 1, 2020	250,000
	Estimated Assigned PSERS Increases Fund Balance--July 1, 2020	282,975
Total Estimated Fund Balance--July 1, 2020		965,342
Revenue		
6000	Local Sources--Miscellaneous	63,150
6946	Districts--Alternative Education	93,625
6946	Districts--Other Programs--Transition Center	230,239
6946	Districts--Secondary Operating Contributions	4,287,511
7000	State Sources	1,439,550
8000	Federal Sources	338,736
9000	Other Financing Sources	1,500
Total Revenue		6,454,311
Total Revenue & Beginning Fund Balance		7,419,653
Expenditures		
1200	Special Education-Transition Center	210,239
1300	Vocational Education	3,004,906
1400	Alternative Education	73,625
2100	Support Services--Pupil Personnel	453,088
2200	Support Services--Instructional Staff	317,377
2300	Support Services--Administration	575,451
2400	Support Services--Pupil Health	45,668
2500	Support Services--Business	233,309
2600	Operation and Maintenance of Plant Services	884,515
2800	Support Services--Technology	458,188
3200	Student Activities	4,295
3300	Community Services	2,500
4200	Site Improvements	25,000
4400	Architect Services	10,000
4600	Building Improvement Services	31,150
5200	Transfers to Other Funds	75,000
Subtotal Expenditures		6,404,311
5900	Budgetary Reserve	50,000
Total Expenditures & Budgetary Reserve		6,454,311
Fund Balance		
	Change in Fund Balance-Unassigned	0
	Change in Fund Balance-Assigned to New Program	0
	Change in Fund Balance-Assigned to PSERS Increases	0
Total Change in Fund Balance		0

Secondary Program—Budget Summary (continued)

Unassigned Fund Balance		432,367
Unassigned Fund Balance--June 30, 2021	(6.26% of	
Expenditures)		432,367
Assigned Fund Balance - New Program		250,000
Assigned Fund Balance - New Program--June 30, 2021	(3.62% of	
Expenditures)		250,000
Assigned Fund Balance - PSERS Increases		282,975
Assigned Fund Balance - PSERS Increases--June 30, 2021	(4.10% of	
Expenditures)		282,975
Total End of Year Fund Balance - June 30, 2021	(13.98% of	
Expenditures)		965,342

Fund Balance Summary

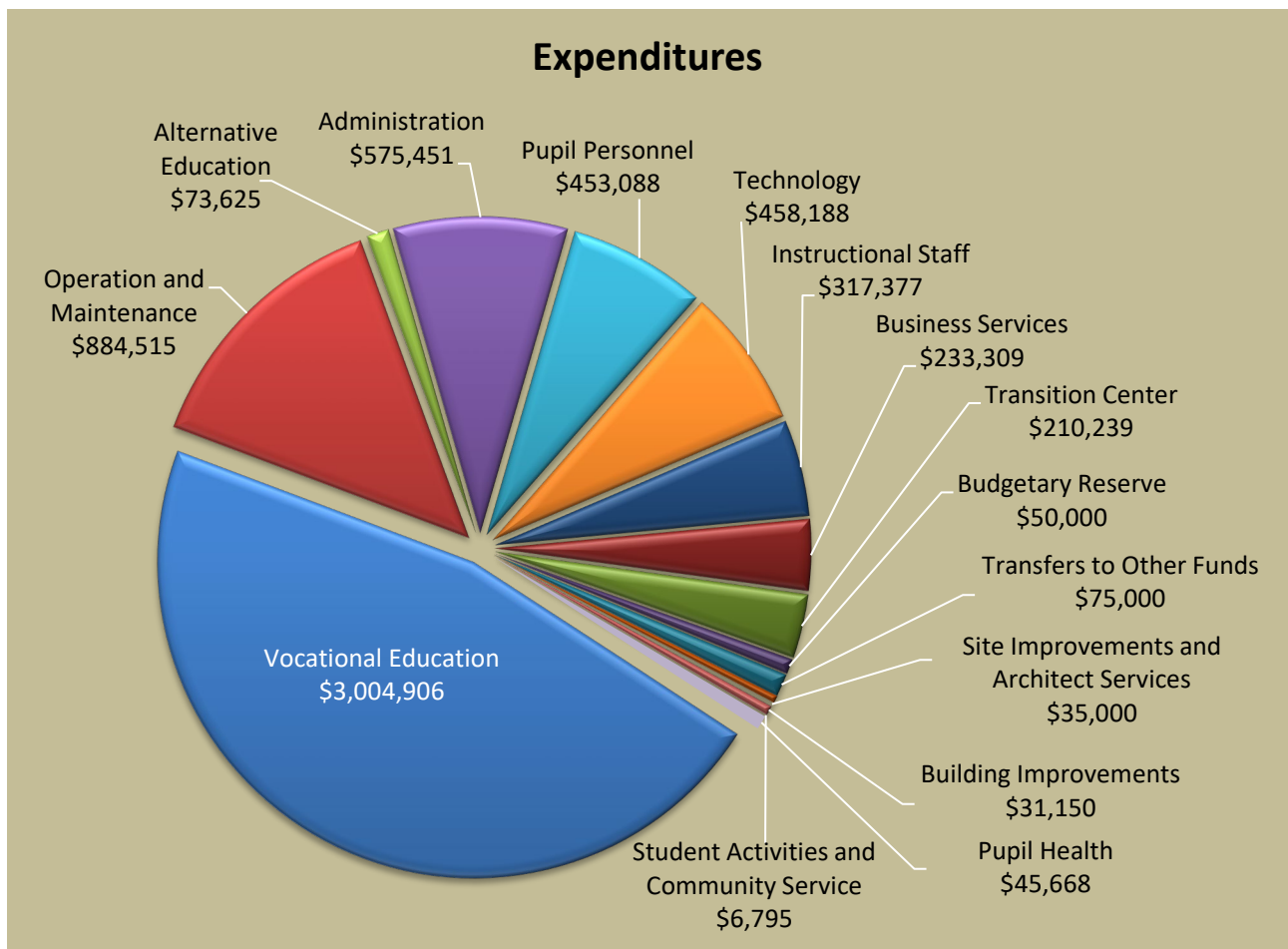
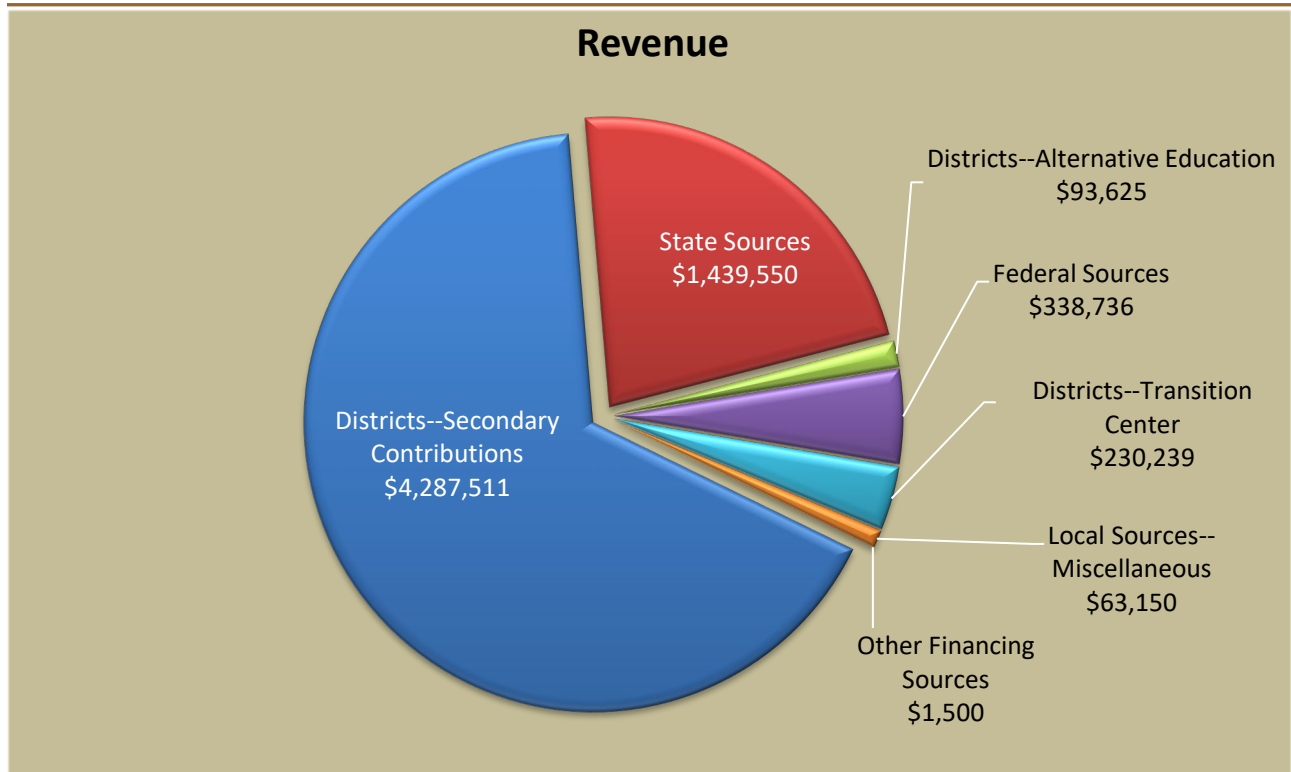
Assigned Fund Balance (AFB) - PSERS Rate Increase Summary

Assigned to AFB 2009-2010	\$43,750
Assigned to AFB 2010-2011	\$42,500
Assigned to AFB 2011-2012	\$42,000
Assigned to AFB 2012-2013	\$42,000
Assigned to AFB 2013-2014	\$55,000
Assigned to AFB 2013-2014--Additional	\$57,725
Assigned to AFB 2014-2015	\$0
Planned Use of AFB 2015-2016	\$0
Assigned to AFB 2015-2016	\$0
Planned Use of AFB 2016-2017	\$0
Assigned to AFB 2016-2017 (TBD)	\$0
Planned Use of AFB 2017-2018	\$0
Assigned to AFB 2017-2018 (TBD)	\$0
Assigned to AFB 2018-2019	\$0
Total - Assigned Fund Balance - PSERS	\$282,975

Assigned Fund Balance-New Program Summary

Assigned Fund Balance-New High School Program 13-14	\$250,000
Total - Assigned Fund Balance - New Program	\$250,000

Secondary Program—Budget Charts



Secondary Program—Budget Detail

Account		20-21	19-20	Budget Change	
Description		Budget	Budget	\$	%
Secondary Program Funding					
6000	Local Sources				
	6510-Interest Income	5,000	3,500	1,500	
	6790-Student Purchases--Supplies	0	0	0	
	6910-Facility Rental--RCI	15,650	14,500	1,150	
	6910-Facility Rental--Storage/Other	2,500	25,000	-22,500	
	6960-Contracted Services--ECVTSF: Career Street	0	0	0	
	6990-Insurance Reimbursements--Retirees/self-pay	40,000	58,000	-18,000	
	Miscellaneous Local Sources	63,150	101,000	-37,850	-8.4%
	6946-Districts--Alternative Education	73,625	398,983	-325,358	6.0%
	6946-Districts--Facility Rental -Transition Center/CAEP	40,000	20,847	19,153	
	6946-Districts--Transition Center--Facility & Staff	210,239	244,554	-34,315	3.2%
	Districts--Other Programs	250,239	265,401	-15,162	3.0%
	Subtotal	387,014	765,384	-378,370	2.8%
	6946-Districts--Operating Contributions	4,287,511	4,190,063	97,448	2.38%
	Subtotal	4,674,525	4,955,447	-280,922	2.4%
7000	State Sources				
	7220-Vocational Subsidy	698,691	613,252	85,439	
	7360-Safe Schools Grant	25,000	25,000	0	
	7509-Supplemental Equipment Grant	23,000	19,600	3,400	
	7810-Social Security Reimbursement	127,306	128,018	-712	
	7820-Retirement Reimbursement	565,553	567,282	-1,728	
	Subtotal	1,439,550	1,353,152	86,398	1.9%
8000	Federal Sources				
	8521-Perkins Local Plan	338,736	313,277	25,459	
	Subtotal	338,736	313,277	25,459	6.4%
9000	Other Financing Sources				
	9400-Sale of Surplus Assets	1,500	5,000	-3,500	
	9810-Intrafund Transfer	0	0	0	
	Subtotal	1,500	5,000	-3,500	-33.3%
Total Secondary Program Funding		6,454,311	6,626,876	-172,564	2.46%

Secondary Program—Budget Detail (continued)

Account		20-21	19-20	Budget Change	
Description		Budget	Budget	\$	%
Secondary Program Expenditures					
1290	Transition Center				
	100-Salaries (4 Positions--2 FT + 2 PT)	96,851	123,808	-26,958	
	200-Benefits	94,089	101,996	-7,907	
	500-Other Purchased Services	500	250	250	
	600-Supplies	11,300	18,500	-7,200	
	700-Equipment	7,500	0	7,500	
	Subtotal	210,239	244,554	-34,315	3.2%
TOTAL 1200		210,239	244,554	-34,315	3.21%
1320	Tourism and Hospitality Management				
	100-Salaries (1 Position)	50,539	48,948	1,591	
	200-Benefits	41,126	39,954	1,171	
	500-Other Purchased Services	0	0	0	
	600-Supplies	5,000	3,000	2,000	
	700-Equipment	0	0	0	
	700-Equipment	0	0	0	
	Subtotal	96,664	91,902	4,762	-2.2%
1330	Health Assistant				
	100-Salaries (1 Position)	76,138	73,741	2,396	
	200-Benefits	52,174	50,601	1,573	
	500-Other Purchased Services	0	0	0	
	600-Supplies	9,300	12,500	-3,200	
	700-Equipment	0	0	0	
	Subtotal	137,612	136,842	769	2.4%
1341	Early Childhood				
	100-Salaries (1 Position)	43,191	57,323	-14,133	
	200-Benefits	37,954	43,551	-5,597	
	500-Other Purchased Services	0	0	0	
	600-Supplies	6,900	7,300	-400	
	700-Equipment	0	2,000	-2,000	
	Subtotal	88,044	110,174	-22,130	4.9%
1342	Culinary Arts				
	100-Salaries (2 Positions)	91,034	89,525	1,509	
	200-Benefits	77,916	76,314	1,602	
	500-Other Purchased Services	0	0	0	
	600-Supplies	33,500	31,000	2,500	
	700-Equipment	0	0	0	
	Subtotal	202,450	196,839	5,611	-5.9%

Secondary Program—Budget Detail (continued)

Account Description	20-21 Budget	19-20 Budget	Budget Change	
			\$	%
1370 Technical Education				
100-Salaries (4 Positions)	195,684	227,465	-31,781	
200-Benefits	161,709	188,418	-26,709	
500-Other Purchased Services	0	0	0	
600-Supplies	37,800	30,400	7,400	
700-Equipment	0	0	0	
Subtotal	395,193	446,283	-51,090	-1.6%
1380 Trade and Industrial Education				
100-Salaries (19 Positions--11 FT + 8 PT)	840,642	806,811	33,831	
200-Benefits	676,629	644,743	31,885	
300-Purchased Professional Services	25,000	19,500	5,500	
400-Purchased Property Services	9,500	1,000	8,500	
500-Other Purchased Services	11,800	7,500	4,300	
600-Supplies	196,175	162,422	33,753	
700-Equipment	59,000	29,700	29,300	
Subtotal	1,818,746	1,671,676	147,070	0.3%
1390 Other Vocational Programs-Professional Skills				
100-Salaries (3 Positions--2 FT + 1 PT)	141,631	123,780	17,851	
200-Benefits	119,067	91,023	28,043	
500-Other Purchased Services	0	0	0	
600-Supplies	5,500	5,000	500	
700-Equipment	0	0	0	
Subtotal	266,197	219,803	46,394	-13.0%
Total 1300	3,004,906	2,873,520	131,386	-1.39%
1442 Alternative Education Program				
100-Salaries (PT/75% PT)	23,958	33,539	-9,581	
200-Benefits	24,667	28,443	-3,777	
300-Purchased Professional Services	0	324,000	-324,000	
500-Other Purchased Services	0	500	-500	
600-Supplies	25,000	12,500	12,500	
Subtotal	73,625	398,983	-325,358	6.0%
Total 1400	73,625	398,983	-325,358	5.95%
2122 Pupil Personnel Support Services				
100-Salaries (5 Positions--3 FT + 2 PT)	216,792	239,082	-22,290	
200-Benefits	151,646	170,619	-18,973	
300-Purchased Professional Services	43,000	24,800	18,200	
500-Other Purchased Services	15,100	12,750	2,350	
600-Supplies	26,550	24,500	2,050	
Subtotal	453,088	471,751	-18,663	3.1%
Total 2100	453,088	471,751	-18,663	11.05%

Secondary Program—Budget Detail (continued)

Account Description	20-21 Budget	19-20 Budget	Budget Change	
			\$	%
2260 Instruction and Curriculum Development Services				
100-Salaries (2 Positions)	158,714	166,359	-7,646	
200-Benefits	108,013	110,268	-2,255	
300-Purchased Professional Services	5,150	2,000	3,150	
500-Other Purchased Services	0	0	0	
600-Supplies	4,000	3,000	1,000	
Subtotal	275,877	281,628	-5,751	-1.6%
2271 Instructional Development Services-Certified				
200-Benefits	25,000	20,000	5,000	
300-Purchased Professional Services	8,000	30,000	-22,000	
500-Other Purchased Services	5,750	5,250	500	
800-Other Objects	2,750	2,600	150	
Subtotal	41,500	57,850	-16,350	70.9%
Total 2200	317,377	339,478	-22,101	6.11%
2310 Board Services				
100-Salaries (1 Position--PT allocated)	2,471	2,405	66	
200-Benefits	1,082	1,048	34	
300-Purchased Professional Services	2,000	1,150	850	
500-Other Purchased Services	23,900	23,200	700	
600-Supplies	3,500	2,800	700	
800-Other Objects	6,500	6,500	0	
Subtotal	39,454	37,103	2,350	1.8%
2350 Professional Services - Legal and Accounting				
300-Purchased Professional Services	34,000	30,500	3,500	
Subtotal	34,000	30,500	3,500	7.0%
2360 Director Services				
100-Salaries (1 Position)	126,788	118,163	8,625	
200-Benefits	74,820	70,432	4,388	
300-Purchased Professional Services	5,500	5,000	500	
500-Other Purchased Services	1,000	1,000	0	
600-Supplies	3,700	4,750	-1,050	
Subtotal	211,808	199,345	12,463	3.2%
2370 Community Relations				
300-Purchased Professional Services	0	500	-500	
Subtotal	0	500	-500	0.0%
2380 Principal Services				
100-Salaries (2 Positions--2 FT + 1 PT allocated)	168,626	164,605	4,021	
200-Benefits	115,764	112,844	2,920	
500-Other Purchased Services	300	250	50	
600-Supplies	5,500	5,500	0	
700-Equipment	0	0	0	
Subtotal	290,190	283,199	6,991	15.4%
Total 2300	575,451	550,647	24,805	9.34%

Secondary Program—Budget Detail (continued)

Account Description	20-21 Budget	19-20 Budget	Budget Change	
			\$	%
2440 Nursing and Health Services				
100-Salaries	28,039	27,670	369	
200-Benefits	12,130	11,909	220	
600-Supplies	5,500	5,000	500	
Subtotal	45,668	44,579	1,089	-2.7%
Total 2400	45,668	44,579	1,089	-2.72%
2500 Fiscal Services				
100-Salaries (2 Positions - 2 FT)	113,816	110,922	2,894	
200-Benefits	88,193	85,920	2,272	
300-Purchased Professional Services	26,100	13,000	13,100	
500-Other Purchased Services	200	200	0	
600-Supplies	5,000	5,000	0	
Subtotal	233,309	215,043	18,266	2.6%
Total 2500	233,309	215,043	18,266	2.61%
2600 Operation and Maintenance of Plant Services				
100-Salaries (11 Positions--3 FT + 8 PT)	289,317	280,772	8,545	
200-Benefits	199,548	194,067	5,481	
300-Purchased Professional Services	41,250	41,500	-250	
400-Purchased Property Services	202,200	194,000	8,200	
500-Other Purchased Services	48,200	43,300	4,900	
600-Supplies	104,000	109,000	-5,000	
700-Equipment	0	1,900	-1,900	
Subtotal	884,515	864,539	19,976	1.6%
Total 2600	884,515	864,539	19,976	1.64%
2830 Human and Quality Resources Services				
100-Salaries (1 Position)	87,318	84,981	2,337	
200-Benefits	57,520	55,925	1,595	
300-Purchased Professional Services	4,250	3,500	750	
500-Other Purchased Services	3,100	3,100	0	
600-Supplies	2,000	2,000	0	
Subtotal	154,188	149,506	4,682	2.3%
2834 Development Services-Non-instructional Staff				
500-Other Purchased Services	7,000	5,700	1,300	
300-Purchased Professional Services	3,500	3,000	500	
800-Other Objects	2,920	2,500	420	
Subtotal	13,420	11,200	2,220	-12.5%
2840 System-Wide Technology Services				
100-Salaries (2 Positions-- 2 FT)	121,583	117,335	4,248	
200-Benefits	88,897	86,454	2,443	
300-Purchased Professional Services	24,300	25,300	-1,000	
400-Purchased Property Services	25,000	25,000	0	
500-Other Purchased Services	23,800	23,800	0	
600-Supplies	7,000	6,000	1,000	
700-Equipment	0	0	0	
Subtotal	290,580	283,889	6,691	4.2%
Total 2800	458,188	444,596	13,593	3.06%

Secondary Program—Budget Detail (continued)

Account Description	20-21 Budget	19-20 Budget	Budget Change	
			\$	%
3210 Student Activities				
100-Salaries (4 supplemental contracts)	3,000	3,000	0	
200-Benefits	1,295	1,288	7	
Subtotal	4,295	4,288	7	0.6%
Total 3200	4,295	4,288	7	0.64%
3390 Community Service				
800-Other Objects	2,500	1,000	1,500	
Subtotal	2,500	1,000	1,500	500.0%
Total 3300	2,500	1,000	1,500	500.00%
4200 Site Improvements				
300-Purchased Property Services	25,000	25,000	0	
Subtotal	25,000	25,000	0	0.0%
Total 4200	25,000	25,000	0	0.00%
4400 Architect Services				
300-Purchased Professional Services	10,000	10,000	0	
Subtotal	10,000	10,000	0	
Total 4400	10,000	10,000	0	0.00%
4600 Building Improvements				
400-Purchased Property Services	31,150	23,000	8,150	
700-Equipment	0	0	0	
Subtotal	31,150	23,000	8,150	-3.4%
Total 4600	31,150	23,000	8,150	-3.36%
5200 Transfers to Other Funds				
931-Transfer to Capital Reserve Fund	75,000	65,900	9,100	
Subtotal	75,000	65,900	9,100	17.9%
Total 5200	75,000	65,900	9,100	64.90%
5900 Budgetary Reserve				
900-Budgetary Reserve	50,000	50,000	0	
Subtotal	50,000	50,000	0	0.0%
Total 5200	50,000	50,000	0	0.00%
Total Secondary Program Expenditures	6,454,311	6,626,876	-172,565	-2.60%

Regional Career & Technical Center—Budget Summary

Beginning of Year Fund Balance - July 1, 2020		217,986
Revenue		
6000	Local Sources	434,000
7000	State Sources	25,105
Total Revenue		459,105
Total Revenue & Beginning Fund Balance		677,091
Expenditures		
1600	Adult Education	368,516
1600	Administration	70,590
Total Expenditures		439,105
5900	Budgetary Reserve	20,000
Total Expenditures & Budgetary Reserve		459,105
Change in Fund Balance		0
End of Year Fund Balance - June 30, 2021		217,986

Regional Career & Technical Center—Budget Detail

Account Description		20-21 Budget	19-20 Budget	Budget Change	
				\$	%
RCTC Funding Sources					
6000	Local Sources				
	6943-Tuition-Part-time Programs	415,000	400,000	15,000	
	6943-Bookstore Sales	10,000	27,000	-17,000	
	6990-Other Revenue- Identigo	9,000	4,800	4,200	
	Total Local Sources	434,000	431,800	2,200	0.51%
7000	State Sources				
	7220-Adult Education Subsidy	10,000	22,000	-12,000	
	7810-Social Security Subsidy	3,994	6,200	-2,206	
	7820-Retirement Reimbursement	11,111	16,000	-4,889	
	Total State Sources	25,105	44,200	-19,095	-43.20%
Total RCTC Funding Sources		459,105	476,000	-16,895	-3.55%
RCTC Expenditures					
1610	Adult Education Instruction				
	100-Salaries	50,000	65,000	-15,000	
	200-Benefits	9,516	9,019	497	
	300-Purchased Professional Services	291,500	250,189	41,311	
	600-Supplies	17,500	40,000	-22,500	
	Total Adult Education Instruction	368,516	364,208	4,308	1.2%
1610	Administrative Services				
	100-Salaries	40,230	51,105	-10,875	
	200-Benefits	17,481	21,986	-4,505	
	500-Other Purchased Services	11,750	17,200	-5,450	
	600-Supplies	1,128	1,500	-372	
	Total Administrative Services	70,590	91,792	-21,202	-23.1%
5900	Budgetary Reserve				
	990-Budgetary Reserve	20,000	20,000	0	
	Total Budgetary Reserve	20,000	20,000	0	0.0%
Total RCTC Expenditures		459,105	476,000	-16,894	-3.55%

Capital Projects Budget

	2020-2021 Budget	2019-2020 Budget
Beginning Fund Balance-July 1, 2020		
Assigned Fund Balance-Capital Projects	96,049	158,149
Network System/Server Hardware	(15,975)	25,625
Network Systems/Server software	56,124	47,424
Classroom Display Units	100	10,100
Copier--SC	3,200	1,600
Copier--HS	19,200	16,000
Copier--Admin	9,600	7,200
Copier--GRA	15,000	36,000
School Car	16,800	11,200
Faculty Computers	(24,000)	-
Maintenance Vehicle	6,000	3,000
Camera DVR Server SCHOOL SECURITY	10,000	-
Assigned Fund Balance- Transition Center	4,315	4,315
Unassigned Fund Balance	181,865	181,215
Total Beginning Fund Balance	282,229	343,679
Source of Funds		
General Fund Transfer	75,000	65,900
Network System/Server Hardware (Servers, Projectors)	10,000	8,400
Network Systems/Server software	9,500	8,700
Classroom Display Units	10,000	10,000
Copier--SC	1,600	1,600
Copier--HS	3,200	3,200
Copier--Admin	2,400	2,400
Copier--GRA	4,000	4,000
School Car	5,600	5,600
Faculty Computers	15,700	9,000
Maintenance Vehicle	3,000	3,000
Camera DVR Server SCHOOL SECURITY	10,000	10,000
Interest Earnings	650	650
Total Funds Available	357,879	410,229
Use of Funds		
Capital Purchases	45,200	128,000
Network System/Server Hardware (Wireless Net & NAS)	10,000	0
Production Server Replacement	0	50,000
Wireless Controllers - E-rate project	0	0
Network Systems/Server software	9,500	0
Classroom Display Units	10,000	20,000
Copier--GRA	0	25,000
School Car	0	0
Faculty Computers/Tablets	15,700	33,000
Transition Center	0	0
Other Purchases	0	0
Total--Use of Funds	45,200	128,000

Capital Project Budget (continued)

Estimated Ending Fund Balance		
Capital Purchases	125,849	96,049
Network System/Server Hardware	(15,975)	(15,975)
Network Systems/Server software	56,124	56,124
Classroom Projection	100	100
Copier--SC	4,800	3,200
Copier--HS	22,400	19,200
Copier--Admin	12,000	9,600
Copier--GRA	19,000	15,000
School Car	22,400	16,800
Faculty Computers	(24,000)	(24,000)
Maintenance Vehicle	9,000	6,000
Camera DVR Server SCHOOL SECURITY	20,000	10,000
Assigned Fund Balance--Transition Center	4,315	4,315
Unassigned Fund Balance	182,515	181,865
Ending Fund Balance--June 30, 2021	312,679	282,229
Change in Fund Balance for 2020-2021	30,450	(61,450)

District Contribution—Summary

District	District Contribution Percentage	Gross District Amount 2020-2021	Less: Voc Ed Subsidy Received 2018-2019	Net District Amount 2020-2021	Net District Amount 2019-2020	Change Amount	Change Percent	One Percent 2020-2021	3-Year Average Per Pupil Cost ¹
Fairview	4.5%	222,229	21,727	200,502	169,736	30,766	18.13%	2,005	6,196
Fort LeBoeuf	9.4%	469,486	54,580	414,907	425,746	(10,839)	-2.55%	4,149	6,069
General McLane	9.0%	446,544	67,002	379,542	405,635	(26,093)	-6.43%	3,795	5,837
Girard	10.7%	534,309	86,234	448,074	395,014	53,060	13.43%	4,481	5,759
Harbor Creek	9.6%	480,297	64,092	416,204	435,311	(19,107)	-4.39%	4,162	5,951
Iroquois	6.2%	306,687	59,324	247,363	224,894	22,469	9.99%	2,474	5,539
Millcreek	18.0%	897,857	92,204	805,652	803,234	2,418	0.30%	8,057	6,162
North East	9.9%	491,386	74,196	417,191	392,302	24,889	6.34%	4,172	5,831
Northwestern	7.3%	361,666	53,932	307,734	336,988	(29,254)	-8.68%	3,077	5,843
Union City	7.8%	386,898	70,052	316,846	289,664	27,182	9.38%	3,168	5,624
Wattsburg	7.8%	388,844	55,349	333,495	311,538	21,957	7.05%	3,335	5,890
ECTS	100.0%	4,986,202	698,691	4,287,511	4,190,063	97,448	2.33%	42,875	5,905
Average Percentage Increase						2.33%			
Change in Net District Contributions				97,448					

¹3-Year Per Pupil Cost: 2016-2017, 2017-2018, 2018-2019

Change from Prior Years—Dollars

District	2020-2021 \$ Change	2019-2020 \$ Change	2018-2019 \$ Change	2017-2018 \$ Change	2016-2017 \$ Change	2015-2016 \$ Change	2014-2015 \$ Change	2013-14 \$ Change	2012-13 \$ Change	2011-12 \$ Change	2010-11 \$ Change
Fairview	30,766	26,935	18,814	(4,803)	(12,581)	(8,384)	2,904	(31,034)	(27,143)	(19,924)	9,454
Fort LeBoeuf	(10,839)	(795)	4,861	(3,281)	(13,370)	(10,940)	8,352	47,551	35,714	26,016	25,741
General McLane	(26,093)	14,097	(1,250)	15,673	21,730	26,115	(678)	9,533	(16,959)	(7,366)	6,248
Girard	53,060	11,918	6,824	(9,477)	30,489	17,005	8,405	9,012	(2,061)	10,292	24,540
Harbor Creek	(19,107)	4,891	30,861	50,496	52,759	9,666	16,606	(23,861)	7,839	(9,158)	14,681
Iroquois	22,469	38,517	1,046	19,583	5,102	19,179	(2,601)	(6,180)	(4,743)	(22,707)	1,048
Millcreek	2,418	(46,712)	(15,307)	(9,458)	52,605	37,178	18,419	(75,238)	(63,426)	3,211	43,477
North East	24,889	53,976	13,642	18,857	(38,876)	(2,326)	5,624	34,904	(513)	11,036	8,373
Northwestern	(29,254)	(31,535)	(10,081)	(2,096)	(8,768)	12,512	(6,487)	49,500	14,481	12,303	8,628
Union City	27,182	17,874	36,963	18,676	24,245	(2,140)	17,252	(10,250)	30,671	(6,379)	18,783
Wattsburg	21,957	8,290	9,313	(11,830)	6,798	(23,370)	9,238	(3,938)	26,140	2,676	57,780
Totals	97,468	97,456	95,705	82,341	120,134	74,495	77,033	0	-	0	218,754
Percent Change	2.33%	2.38%	2.39%	2.10%	3.14%	2.00%	2.11%	0.0%	0.0%	0.0%	6.08%

Change from Prior Years—Percentage

District	2020-2021 % Change	2019-2020 % Change	2018-2019 % Change	2017-2018 % Change	2016-2017 % Change	2015-2016 % Change	2014-2015 % Change	2013-2014 % Change	2012-2013 % Change	2011-12 % Change	2010-11 % Change
Fairview	18.1%	18.9%	15.2%	-3.7%	-8.9%	-5.6%	2.0%	-17.5%	-16.5%	-8.6%	4.2%
Fort LeBoeuf	-2.5%	-0.2%	1.2%	-0.8%	-3.0%	-2.4%	1.9%	11.7%	4.4%	7.2%	7.7%
General McLane	-6.4%	3.6%	-0.3%	4.2%	6.1%	7.9%	-0.2%	3.3%	-9.6%	-2.3%	2.0%
Girard	13.4%	3.1%	1.8%	-2.5%	8.6%	5.0%	2.5%	2.9%	-5.3%	3.3%	8.5%
Harbor Creek	-4.4%	1.1%	7.7%	14.5%	17.8%	3.4%	6.1%	-7.9%	-2.0%	-2.9%	4.9%
Iroquois	10.0%	20.7%	0.6%	11.8%	3.2%	13.6%	-1.8%	-4.9%	-7.9%	-14.2%	0.7%
Millcreek	0.3%	-5.5%	-1.8%	-1.1%	6.4%	4.7%	2.4%	-8.4%	-10.4%	0.3%	4.6%
North East	6.3%	16.0%	4.2%	6.2%	-11.3%	-0.7%	1.6%	10.7%	-4.8%	3.3%	2.6%
Northwestern	-8.7%	-8.6%	-2.7%	-0.6%	-2.3%	3.3%	-1.7%	16.2%	0.0%	4.2%	3.0%
Union City	9.4%	6.6%	15.8%	8.6%	12.6%	-1.1%	9.8%	-5.5%	13.1%	-3.7%	12.3%
Wattsburg	7.0%	2.7%	3.2%	-3.9%	2.3%	-7.2%	2.9%	-1.2%	3.4%	0.9%	22.9%
Totals	2.33%	2.38%	2.39%	2.10%	3.17%	2.00%	2.11%	0.00%	-4.50%	0.00%	6.08%

Contribution—Participation

District	PIMS 16-17	PIMS 17-18	PIMS 18-19	3-Year Average	Participation % Share	3-Year Change %	Contribution Change
Fairview	32	31	34	32	4.5%	5%	18.13%
Fort LeBoeuf	77	71	57	68	9.4%	-36%	-2.55%
General McLane	68	69	58	65	9.0%	-17%	-6.43%
Girard	77	76	81	78	10.7%	5%	13.43%
Harbor Creek	79	74	57	70	9.6%	-39%	-4.39%
Iroquois	39	45	49	45	6.2%	21%	9.99%
Millcreek	142	129	121	131	18.0%	-17%	0.30%
North East	72	76	66	72	9.9%	-9%	6.34%
Northwestern	64	48	46	53	7.3%	-39%	-8.68%
Union City	59	55	55	56	7.8%	-8%	9.38%
Wattsburg	56	54	59	57	7.8%	5%	7.05%
Totals	766	729	683	726	100.0%	-12%	2.33%

Notes:

- 1) Data source for VADM is acquired from the PIMS Instructional Time and Membership (ITM) Report
- 2) ITM Report values are divided by 180 and multiplied by 2 to arrive at the vocational average daily membership (VADM)

Contribution History

Year	Secondary Expenses	Contributions	Debt	Adult	Total
20-21	6,454,311	4,287,511			4,287,511
% Change		2.33%			2.33%
19-20	6,626,876	4,190,063			4,190,063
% Change		2.38%			2.33%
18-19	6,992,138	4,092,605			4,092,605
% Change		2.39%			2.39%
17-18	6,449,008	3,996,901			3,996,901
% Change		2.10%			2.10%
16-17	6,326,408	3,914,559			3,914,559
% Change		3.14%			3.14%
15-16	6,231,535	3,795,475			3,795,475
% Change		2.00%			2.00%
14-15	6,061,936	3,720,979			3,720,979
% Change		2.11%			2.11%
13-14	5,969,503	3,643,946			3,643,946
% Change		0.00%			0.00%
12-13	5,865,893	3,643,946			3,643,946
% Change		-4.50%			-4.50%
11-12	5,969,503	3,815,770			3,815,770
% Change		0.00%			0.00%
10-11	5,802,242	3,815,770			3,815,770
% Change		6.08%			6.08%
09-10	5,702,345	3,597,016			3,597,016
% Change		6.90%			6.90%
08-09	5,489,950	3,364,834			3,364,834
% Change		7.83%			7.83%
07-08	5,446,492	3,120,498			3,120,498
% Change		3.38%			3.38%
06-07	5,162,145	3,018,487			3,018,487
% Change		8.39%			8.39%
05-06		2,784,867			2,784,867
% Change		0.00%			0.00%
04-05		2,784,868			2,784,868
% Change		9.93%			9.93%
03-04		2,533,239			2,533,239
% Change		3.50%			3.50%
02-03		2,447,573			2,447,573
% Change		4.00%			-23.12%
01-02		2,353,436	820,190	10,000	3,183,626
% Change		0.00%	0	0	0.00%
00-01		2,353,436	820,190	10,000	3,183,62
% Change		0.00%	0	0	0.00%

Per Pupil Contribution

Net	2020-2021			2019-2020			2018-2019		
District Contribution	Budget Secondary	13-Yr. Ave. VADM	Per Pupil Cost	Budget Secondary	3-Yr. Ave. VADM	Per Pupil Cost	Budget Secondary	13-Yr. Ave. VADM	Per Pupil Cost
Fairview	200,502	32	\$6,196	169,736	29	\$5,779	142,801	26	\$5,492
Fort LeBoeuf	414,907	68	\$6,069	425,746	74	\$5,746	426,541	77	\$5,539
General McLane	379,542	65	\$5,837	405,635	71	\$5,700	391,538	72	\$5,438
Girard	448,074	78	\$5,759	395,014	73	\$5,406	383,096	72	\$5,321
Harbor Creek	416,204	70	\$5,951	435,311	77	\$5,633	430,420	79	\$5,448
Iroquois	247,363	45	\$5,539	224,894	42	\$5,383	186,377	37	\$5,037
Millcreek	805,652	131	\$6,162	803,234	138	\$5,809	849,946	150	\$5,666
North East	417,191	72	\$5,831	392,302	70	\$5,578	338,326	63	\$5,370
Northwestern	307,734	53	\$5,843	336,988	61	\$5,489	368,523	70	\$5,265
Union City	316,846	56	\$5,624	289,664	54	\$5,317	271,790	52	\$5,227
Wattsburg	333,495	57	\$5,890	311,538	56	\$5,549	303,248	57	\$5,320
ECTS	4,287,511	726	5,905	4,190,063	747	5,606	4,092,605	756	5,417
	100% Participation			100% Participation			100% Participation		

Gross	2020-2021			2019-2020			2018-2019		
District Contribution	Budget Secondary	13-Yr. Ave. VADM	Per Pupil Cost	Budget Secondary	3-Yr. Ave. VADM	Per Pupil Cost	Budget Secondary	13-Yr. Ave. VADM	Per Pupil Cost
Fairview	222,229	32	\$6,868	\$188,759	29	\$6,427	158,509	26	\$6,097
Fort LeBoeuf	469,486	68	\$6,868	\$476,218	74	\$6,427	475,733	77	\$6,178
General McLane	446,544	65	\$6,868	\$457,342	71	\$6,427	450,155	72	\$6,252
Girard	534,309	78	\$6,868	\$469,601	73	\$6,427	446,622	72	\$6,203
Harbor Creek	480,297	70	\$6,868	\$496,701	77	\$6,427	493,418	79	\$6,246
Iroquois	306,687	45	\$6,868	\$268,488	42	\$6,427	231,492	37	\$6,257
Millcreek	897,857	131	\$6,868	\$888,668	138	\$6,427	934,597	150	\$6,231
North East	491,386	72	\$6,868	\$451,987	70	\$6,427	390,668	63	\$6,201
Northwestern	361,666	53	\$6,868	\$394,573	61	\$6,427	433,770	70	\$6,197
Union City	386,898	56	\$6,868	\$350,157	54	\$6,427	325,601	52	\$6,262
Wattsburg	388,844	57	\$6,868	\$360,821	56	\$6,427	353,756	57	\$6,206
ECTS	4,986,202	726	\$6,868	\$4,803,316	747	\$6,427	4,694,319	756	\$6,213

Net = Per pupil cost **after** vocational subsidy

Gross = Per pupil cost **before** vocational subsidy

¹³-Year Average VADM: 2016-2017, 2017-2018, 2018-2019

Budget Preparation Calendar

Step	Timeline
Review of 2020-2021 Planned & Estimated Budgets	November 2019
Administrative Staff Requests	December 2019
Preliminary Draft Business Office	January 2020
Preliminary Draft to Professional Advisory Council	January 3, 2020
Preliminary Draft to Joint Operating Committee for recommendation to districts	January 23, 2020
Motion to Approve—Joint Operating Committee	March 26, 2020
Approval by Participating Districts	April 2020
Budget Presentation to Faculty & Staff	April 2020

Budget Notes

1. Vocational Subsidy Calculation

Step 1. Determine the vocational average daily membership (VADM) by: multiplying the average daily membership of students in vocational programs in a career and technology center by 0.21; multiplying the average daily membership of students in vocational programs in a school district (SD) or charter school by 0.17.

Step 2. Determine the based earned for reimbursement (BER) using the state median actual instruction expense per weighted average daily membership (AIE/WADM) and the equalized mills (EqM):

$$\text{BER} = \text{State Median AIE/WADM} - \frac{\text{Highest EqM} - \text{SD EqM}}{\text{Highest EqM} - \text{Lowest EqM}} \times \$200$$

Step 3. The fully funded amount equals the lesser of the AIE/WADM or the BER multiplied by the greater of the market value/personal income aid ratio or 0.3750 multiplied by the VADM.

Step 4. For the 2000-2001 school year and each school year thereafter, any additional funding provided by the Commonwealth over the amount provided for the 1998-1999 school year will be distributed to area vocational-technical schools, to school districts and charter schools with eight or more vocational programs, and to school districts and charter schools offering a vocational agriculture education program.

Step 5. Based on Section 2502.6 of the School Code, the actual allocation is proportionately reduced so that the total does not exceed the amount appropriated.

The Erie County Technical School is an Equal Opportunity Educational Institution

We are pleased to be ISO 9001:2015 Registered

Erie County Technical School
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Our Passion: Sharing Our Expertise to Spark Career Potential



Overview of the Proposed 2020-2021 Budget

- 1) Projected 2020-2021 revenues of \$6,913,416 for Secondary and Adult Programs will equal projected 2020-2021 expenditures and budgetary reserves*
- 2) District contributions will increase by 2.33% to \$4,287,511 in 2020-2021, which amounts to an additional \$97,448 over the 2019-2020 district contributions of \$4,190,063*
- 3) District contributions will provide approximately 67% of the total 2020-2021 revenue; with 26% of the remaining revenue projected from State and Federal sources; and 7% from Other Local sources, such as adult tuition and facility use*



Overview of the Proposed 2020-2021 Budget

- 4) *A transfer of \$75,000, an increase of \$9,100 from the prior year, from the General Fund to the Capital Projects fund will assist in Act 44 compliance and other major cyclical purchases*
- 5) *Other notable items in the 2020-2021 budget include:*
- *\$45,000 in 403(b) costs for projected retirements*
 - *PSERS employer share costs will increase from 34.29% in 2019-2020 to 34.51% in 2020-2021*
 - *Projected ACA Healthcare Costs based on three plan participants less contributions projected at \$50,946*
 - *No use of prior year fund balances is anticipated*



2020-2021 Budget Proposal

Presented to the Professional Advisory Council
January 3, 2020

Our Passion: Sharing Our Expertise to Spark Career Potential

2020-2021
ECTS Secondary Budget Summary

<i>Description</i>	<i>Amount</i>	<i>Notes / Acct Codes</i>
Budget Notes		
Formula Calculation/Components	100%	VADM--Participation
<u>Act 1</u>		
Act 1 Index--Average of ECTS Districts	3.2%	
Act 1 Index--Low	2.8%	Fairview & Millcreek
Act 1 Index--High	3.6%	Iroquois
Request to Districts	2.33%	
<u>District Contribution Summary</u>		
Gross District Contributions	\$4,986,202	
State Vocational Subsidy (2017-2018)	\$698,691	Subsidy received in 2018-2019 for 2017-2018
Net District Contributions	\$4,287,511	
Change from 19-20 to 20-21	\$97,448	
Average Increase	\$8,859	
Largest Increase	\$53,060	Girard
Largest Decrease	\$29,254	Northwestern
<u>Per Pupil Analysis</u>		
Per Pupil Cost--Gross, Average	\$6,868	Before state vocational subsidy
Per Pupil Cost--Net, Average	\$5,905	After state vocational subsidy
Per Pupil Cost--High	\$6,196	Fairview
Per Pupil Cost--Low	\$5,539	Iroquois
<u>Fund Balance & Reserve</u>		
Fund Balance--PAC Draft	\$965,342	Assigned & Unassigned Funds
Fund Balance--PSERS	\$282,975	
Fund Balance--New High School Program	\$250,000	
Fund Balance--Unassigned, June 30, 2021	\$432,367	
Budgetary Reserve - Standard Amount	\$50,000	
<u>Budget Assumptions</u>		
Medical/Prescription Monthly Benefit Cost	\$18,982	Per FT Employee
<u>Notable Items in Budget</u>		
403(B) Retirement Costs (<i>Projected</i>)	\$45,000	Not additional, just within 20-21 budget
Increase in transfer to Capital Projects for Technology	\$9,100	Faculty and Safety, \$75,000 in 2020-2021
ACA Healthcare Costs (<i>Projected</i>)	\$50,946	Based on 3 participants less contributions
Subtotal	\$105,046	

**Erie County Technical School
Secondary Program Budget Summary
2020-2021**

SECONDARY PROGRAM			
	Estimated Unassigned Fund Balance--July 1, 2020		432,367
	Estimated Assigned New Program Fund Balance--July 1, 2020		250,000
	Estimated Assigned PSERS Increases Fund Balance--July 1, 2020		282,975
Total Estimated Fund Balance--July 1, 2020			965,342
Revenue			
6000	Local Sources--Miscellaneous		63,150
6946	Districts--Alternative Education		93,625
6946	Districts--Other Programs--Transition Center		230,239
6946	Districts--Secondary Operating Contributions		4,287,511
7000	State Sources		1,439,550
8000	Federal Sources		338,736
9000	Other Financing Sources		1,500
Total Revenue			6,454,311
Total Revenue & Beginning Fund Balance			7,419,653
Expenditures			
1200	Special Education-Transition Center		210,239
1300	Vocational Education		3,004,906
1400	Alternative Education		73,625
2100	Support Services--Pupil Personnel		453,088
2200	Support Services--Instructional Staff		317,377
2300	Support Services--Administration		575,451
2400	Support Services--Pupil Health		45,668
2500	Support Services--Business		233,309
2600	Operation and Maintenance of Plant Services		884,515
2800	Support Services--Technology		458,188
3200	Student Activities		4,295
3300	Community Services		2,500
4200	Site Improvements		25,000
4400	Architect Services		10,000
4600	Building Improvement Services		31,150
5200	Transfers to Other Funds		75,000
Subtotal Expenditures			6,404,311
5900	Budgetary Reserve		50,000
Total Expenditures & Budgetary Reserve			6,454,311
Fund Balance			
	Change in Fund Balance-Unassigned		0
	Change in Fund Balance-Assigned to New Program		0
	Change in Fund Balance-Assigned to PSERS Increases		0
Total Change in Fund Balance			0
Unassigned Fund Balance			432,367
	Unassigned Fund Balance--June 30, 2021	(6.26% of Expenditures)	432,367
Assigned Fund Balance - New Program			250,000
	Assigned Fund Balance - New Program--June 30, 2021	(3.62% of Expenditures)	250,000
Assigned Fund Balance - PSERS Increases			282,975
	Assigned Fund Balance - PSERS Increases--June 30, 2021	(4.10% of Expenditures)	282,975
Total End of Year Fund Balance - June 30, 2021		(13.98% of Expenditures)	965,342

**Erie County Technical School
District Contribution Calculation
2020-2021**

District	District Contribution Percentage	Gross District Amount 2020-2021	Less: Voc Ed Subsidy Received 2018-2019	Net District Amount 2020-2021	Net District Amount 2019-2020	Change Amount	Change Percent	One Percent 2020-2021	3-Year Average Per Pupil Cost ¹
Fairview	4.5%	222,229	21,727	200,502	169,736	30,766	18.13%	2,005	6,196
Fort LeBoeuf	9.4%	469,486	54,580	414,907	425,746	(10,839)	-2.55%	4,149	6,069
General McLane	9.0%	446,544	67,002	379,542	405,635	(26,093)	-6.43%	3,795	5,837
Girard	10.7%	534,309	86,234	448,074	395,014	53,060	13.43%	4,481	5,759
Harbor Creek	9.6%	480,297	64,092	416,204	435,311	(19,107)	-4.39%	4,162	5,951
Iroquois	6.2%	306,687	59,324	247,363	224,894	22,469	9.99%	2,474	5,539
Millcreek	18.0%	897,857	92,204	805,652	803,234	2,418	0.30%	8,057	6,162
North East	9.9%	491,386	74,196	417,191	392,302	24,889	6.34%	4,172	5,831
Northwestern	7.3%	361,666	53,932	307,734	336,988	(29,254)	-8.68%	3,077	5,843
Union City	7.8%	386,898	70,052	316,846	289,664	27,182	9.38%	3,168	5,624
Wattsburg	7.8%	388,844	55,349	333,495	311,538	21,957	7.05%	3,335	5,890
ECTS	100.0%	4,986,202	698,691	4,287,511	4,190,063	97,448	2.33%	42,875	5,905
Average Percentage Increase					2.33%				
Change in Net District Contributions				97,448					

¹3-Year Per Pupil Cost: 2016-2017, 2017-2018, 2018-2019

**Erie County Technical School
Vocational Average Daily Membership (VADM)
Participation
2020-2021 Budget**

District	PIMS 16-17	PIMS 17-18	PIMS 18-19	3-Year Average	Participation % Share	3-Year Change %	Contribution Change
Fairview	32	31	34	32	4.5%	5%	18.13%
Fort LeBoeuf	77	71	57	68	9.4%	-36%	-2.55%
General McLane	68	69	58	65	9.0%	-17%	-6.43%
Girard	77	76	81	78	10.7%	5%	13.43%
Harbor Creek	79	74	57	70	9.6%	-39%	-4.39%
Iroquois	39	45	49	45	6.2%	21%	9.99%
Millcreek	142	129	121	131	18.0%	-17%	0.30%
North East	72	76	66	72	9.9%	-9%	6.34%
Northwestern	64	48	46	53	7.3%	-39%	-8.68%
Union City	59	55	55	56	7.8%	-8%	9.38%
Wattsburg	56	54	59	57	7.8%	5%	7.05%
Totals	766	729	683	726	100.0%	-12%	2.33%

Notes:

- 1) Data source for VADM is acquired from the PIMS Instructional Time and Membership (ITM) Report
- 2) ITM Report values are divided by 180 and multiplied by 2 to arrive at the vocational average daily membership (VADM)

Erie County Technical School
Per Pupil History
2020-2021

Net District Contribution	2020-2021			2019-2020			2018-2019			2017-2018		
	Budget Secondary	¹ 3-Yr. Ave. VADM	Per Pupil Cost	Budget Secondary	3-Yr. Ave. VADM	Per Pupil Cost	Budget Secondary	¹ 3-Yr. Ave. VADM	Per Pupil Cost	Budget Secondary	¹ 3-Yr. Ave. VADM	Per Pupil Cost
Fairview	200,502	32	\$6,196	169,736	29	\$5,779	142,801	26	\$5,492	123,987	22	\$5,565
Fort LeBoeuf	414,907	68	\$6,069	425,746	74	\$5,746	426,541	77	\$5,539	421,680	77	\$5,462
General McLane	379,542	65	\$5,837	405,635	71	\$5,700	391,538	72	\$5,438	392,788	73	\$5,376
Girard	448,074	78	\$5,759	395,014	73	\$5,406	383,096	72	\$5,321	376,272	73	\$5,141
Harbor Creek	416,204	70	\$5,951	435,311	77	\$5,633	430,420	79	\$5,448	399,559	76	\$5,291
Iroquois	247,363	45	\$5,539	224,894	42	\$5,383	186,377	37	\$5,037	185,331	36	\$5,109
Millcreek	805,652	131	\$6,162	803,234	138	\$5,809	849,946	150	\$5,666	865,253	158	\$5,469
North East	417,191	72	\$5,831	392,302	70	\$5,578	338,326	63	\$5,370	324,684	60	\$5,381
Northwestern	307,734	53	\$5,843	336,988	61	\$5,489	368,523	70	\$5,265	378,604	72	\$5,234
Union City	316,846	56	\$5,624	289,664	54	\$5,317	271,790	52	\$5,227	234,807	48	\$4,922
Wattsburg	333,495	57	\$5,890	311,538	56	\$5,549	303,248	57	\$5,320	293,935	56	\$5,240
ECTS	4,287,511	726	5,905	4,190,063	747	5,606	4,092,605	756	5,417	3,996,901	752	5,314
	100% Participation			100% Participation			100% Participation			100% Participation		

Gross District Contribution	2020-2021			2019-2020			2018-2019			2017-2018		
	Budget Secondary	¹ 3-Yr. Ave. VADM	Per Pupil Cost	Budget Secondary	3-Yr. Ave. VADM	Per Pupil Cost	Budget Secondary	¹ 3-Yr. Ave. VADM	Per Pupil Cost	Budget Secondary	¹ 3-Yr. Ave. VADM	Per Pupil Cost
Fairview	222,229	32	\$6,868	\$188,759	29	\$6,427	158,509	26	\$6,097	136,364	22	\$6,120
Fort LeBoeuf	469,486	68	\$6,868	\$476,218	74	\$6,427	475,733	77	\$6,178	472,470	77	\$5,829
General McLane	446,544	65	\$6,868	\$457,342	71	\$6,427	450,155	72	\$6,252	447,174	73	\$5,829
Girard	534,309	78	\$6,868	\$469,601	73	\$6,427	446,622	72	\$6,203	447,956	73	\$5,829
Harbor Creek	480,297	70	\$6,868	\$496,701	77	\$6,427	493,418	79	\$6,246	462,191	76	\$5,829
Iroquois	306,687	45	\$6,868	\$268,488	42	\$6,427	231,492	37	\$6,257	222,011	36	\$5,829
Millcreek	897,857	131	\$6,868	\$888,668	138	\$6,427	934,597	150	\$6,231	968,264	158	\$5,829
North East	491,386	72	\$6,868	\$451,987	70	\$6,427	390,668	63	\$6,201	369,256	60	\$5,829
Northwestern	361,666	53	\$6,868	\$394,573	61	\$6,427	433,770	70	\$6,197	442,674	72	\$5,829
Union City	386,898	56	\$6,868	\$350,157	54	\$6,427	325,601	52	\$6,262	291,939	48	\$5,829
Wattsburg	388,844	57	\$6,868	\$360,821	56	\$6,427	353,756	57	\$6,206	343,314	56	\$5,829
ECTS	4,986,202	726	\$6,868	\$4,803,316	747	\$6,427	4,694,319	756	\$6,213	4,603,613	752	\$5,829

Net = Per pupil cost **after** vocational subsidy

Gross = Per pupil cost **before** vocational subsidy

¹3-Year Average VADM: 2016-2017, 2017-2018, 2018-2019

Erie County Technical School
District Dollar Change Amount History
2020-2021

District	2020-2021 \$ Change	2019-2020 \$ Change	2018-2019 \$ Change	2017-2018 \$ Change	2016-2017 \$ Change	2015-2016 \$ Change	2014-2015 \$ Change	2013-14 \$ Change	2012-13 \$ Change	2011-12 \$ Change
Fairview	30,766	26,935	18,814	(4,803)	(12,581)	(8,384)	2,904	(31,034)	(27,143)	(19,924)
Fort LeBoeuf	(10,839)	(795)	4,861	(3,281)	(13,370)	(10,940)	8,352	47,551	35,714	26,016
General McLane	(26,093)	14,097	(1,250)	15,673	21,730	26,115	(678)	9,533	(16,959)	(7,366)
Girard	53,060	11,918	6,824	(9,477)	30,489	17,005	8,405	9,012	(2,061)	10,292
Harbor Creek	(19,107)	4,891	30,861	50,496	52,759	9,666	16,606	(23,861)	7,839	(9,158)
Iroquois	22,469	38,517	1,046	19,583	5,102	19,179	(2,601)	(6,180)	(4,743)	(22,707)
Millcreek	2,418	(46,712)	(15,307)	(9,458)	52,605	37,178	18,419	(75,238)	(63,426)	3,211
North East	24,889	53,976	13,642	18,857	(38,876)	(2,326)	5,624	34,904	(513)	11,036
Northwestern	(29,254)	(31,535)	(10,081)	(2,096)	(8,768)	12,512	(6,487)	49,500	14,481	12,303
Union City	27,182	17,874	36,963	18,676	24,245	(2,140)	17,252	(10,250)	30,671	(6,379)
Wattsburg	21,957	8,290	9,313	(11,830)	6,798	(23,370)	9,238	(3,938)	26,140	2,676
Totals	97,468	97,456	95,705	82,341	120,134	74,495	77,033	0	-	0
Percent Change	2.33%	2.38%	2.39%	2.10%	3.14%	2.00%	2.11%	0.0%	0.0%	0.0%

Erie County Technical School
District Percentage Change Amount History
2020-2021

District	2020-2021 % Change	2019-2020 % Change	2018-2019 % Change	2017-2018 % Change	2016-2017 % Change	2015-2016 % Change	2014-2015 % Change	2013-2014 % Change	2012-2013 % Change	2011-12 % Change
Fairview	18.1%	18.9%	15.2%	-3.7%	-8.9%	-5.6%	2.0%	-17.5%	-16.5%	-8.6%
Fort LeBoeuf	-2.5%	-0.2%	1.2%	-0.8%	-3.0%	-2.4%	1.9%	11.7%	4.4%	7.2%
General McLane	-6.4%	3.6%	-0.3%	4.2%	6.1%	7.9%	-0.2%	3.3%	-9.6%	-2.3%
Girard	13.4%	3.1%	1.8%	-2.5%	8.6%	5.0%	2.5%	2.9%	-5.3%	3.3%
Harbor Creek	-4.4%	1.1%	7.7%	14.5%	17.8%	3.4%	6.1%	-7.9%	-2.0%	-2.9%
Iroquois	10.0%	20.7%	0.6%	11.8%	3.2%	13.6%	-1.8%	-4.9%	-7.9%	-14.2%
Millcreek	0.3%	-5.5%	-1.8%	-1.1%	6.4%	4.7%	2.4%	-8.4%	-10.4%	0.3%
North East	6.3%	16.0%	4.2%	6.2%	-11.3%	-0.7%	1.6%	10.7%	-4.8%	3.3%
Northwestern	-8.7%	-8.6%	-2.7%	-0.6%	-2.3%	3.3%	-1.7%	16.2%	0.0%	4.2%
Union City	9.4%	6.6%	15.8%	8.6%	12.6%	-1.1%	9.8%	-5.5%	13.1%	-3.7%
Wattsburg	7.0%	2.7%	3.2%	-3.9%	2.3%	-7.2%	2.9%	-1.2%	3.4%	0.9%
Totals	2.33%	2.38%	2.39%	2.10%	3.17%	2.00%	2.11%	0.00%	-4.50%	0.00%

**Erie County Technical School
Capital Projects Fund - 2020-2021 Budget Estimate**

	2020-2021 Budget	2019-2020 Budget
Beginning Fund Balance-July 1, 2020		
Assigned Fund Balance-Capital Projects	96,049	158,149
Network System/Server Hardware	(15,975)	25,625
Network Systems/Server software	56,124	47,424
Classroom Display Units	100	10,100
Copier--SC	3,200	1,600
Copier--HS	19,200	16,000
Copier--Admin	9,600	7,200
Copier--GRA	15,000	36,000
School Car	16,800	11,200
Faculty Computers	(24,000)	-
Maintenance Vehicle	6,000	3,000
Camera DVR Server SCHOOL SECURITY	10,000	-
Assigned Fund Balance- Transition Center	4,315	4,315
Unassigned Fund Balance	181,865	181,215
Total Beginning Fund Balance	282,229	343,679
Source of Funds		
General Fund Transfer	75,000	65,900
Network System/Server Hardware (Servers, Projectors)	10,000	8,400
Network Systems/Server software	9,500	8,700
Classroom Display Units	10,000	10,000
Copier--SC	1,600	1,600
Copier--HS	3,200	3,200
Copier--Admin	2,400	2,400
Copier--GRA	4,000	4,000
School Car	5,600	5,600
Faculty Computers	15,700	9,000
Maintenance Vehicle	3,000	3,000
Camera DVR Server SCHOOL SECURITY	10,000	10,000
Interest Earnings	650	650
Total Funds Available	357,879	410,229
Use of Funds		
Capital Purchases	45,200	128,000
Network System/Server Hardware (Wireless Net & NAS)	10,000	0
Production Server Replacement	0	50,000
Wireless Controllers - E-rate project	0	0
Network Systems/Server software	9,500	0
Batteries	0	0
Classroom Display Units	10,000	20,000
Copier--SC	0	0
Copier--HS	0	0
Copier--Admin	0	0
Copier--GRA	0	25,000
School Car	0	0
Faculty Computers/Tablets	15,700	33,000
Maintenance Vehicle	0	0
Camera DVR Server SCHOOL SECURITY	0	0
Transition Center	0	0
Other Purchases	0	0
Total--Use of Funds	45,200	128,000
Estimated Ending Fund Balance		
Capital Purchases	125,849	96,049
Network System/Server Hardware	(15,975)	(15,975)
Network Systems/Server software	56,124	56,124
Classroom Projection	100	100
Copier--SC	4,800	3,200
Copier--HS	22,400	19,200
Copier--Admin	12,000	9,600
Copier--GRA	19,000	15,000
School Car	22,400	16,800
Faculty Computers	(24,000)	(24,000)
Maintenance Vehicle	9,000	6,000
Camera DVR Server SCHOOL SECURITY	20,000	10,000
Assigned Fund Balance--Transition Center	4,315	4,315
Unassigned Fund Balance	182,515	181,865
Ending Fund Balance--June 30, 2021	312,679	282,229
Change in Fund Balance for 2020-2021	30,450	(61,450)

**** NOTE - Increased General Fund transfer - Technology/Security**



8500 Oliver Road, Erie, PA 16509

Joint Operating Committee - Meeting Minutes

Tuesday December 17, 2019

Work session - 6:00 pm

- The Erie County Vocational Technical School Foundation Meeting was moved to the work session
- An Executive Session regarding personnel matters was moved to after the adjournment of the Joint Operating Committee session

Call to Order

Attorney Tim Sennett, Temporary Chairperson, called the regular meeting to order at 6:14 pm

Attorney Sennett read a prepared statement to those present regarding Administrative Procedure 126 regarding the enrollment review process for ECTS programs

Moment of Reflection and Pledge of Allegiance

District Appointments

Motion to accept the following district appointed committee members:

- Wattsburg – Steve O'Donnell (2021)
- Fairview – David Mahoney (2022)
- Harbor Creek – Terri Brink (2020)
- Fort LeBoeuf – Andy Dinsmore (2020)
- Millcreek – John DiPlacido (2022)
- North East – Joseph Cancilla (2022)

Moved for approval by Ring, with a second by Olesnanik

Motion is approved with an all "ayes" voice vote

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	

Chairperson - Ring

Bucksbee nominated Ring as Chairperson for 2020, Olesnanik nominated DiPlacido as Chairperson for 2020

Bucksbee moved to close the nominations for Chairperson

Motion to close nominations by Bucksbee with a second by Olesnanik, approved by all "ayes"

A roll call vote for Mr. Ring's nomination as JOC Chairperson for 2020 was recorded as follows:

Mahoney (Fairview)	Yes
Dinsmore(Fort LeBoeuf)	Yes
Bucksbee (General McLane)	Yes
Olesnanik (Girard)	No
Brink (Harbor Creek)	Absent
Rickrode (Iroquois)	Yes
DiPlacido (Millcreek)	No
Cancilla (North East)	Absent
Ring (Northwestern)	Yes
Gilbert (Union City)	Yes
O'Donnell (Wattsburg)	Yes

With 7 "yes", 2 absent and 2 "no" votes, Mr. Ring is elected Chairperson for 2020.

Temporary Chairperson, Mr. Sennett, turned the gavel over to the elected Chairperson Mr. Ring

Vice-Chairperson - DiPlacido

Bucksbee nominated DiPlacido as Vice-Chairperson for 2020, with a second by Olesnanik

Olesnanik moved to close the nominations for Vice-Chairperson

Motion to close nominations was approved with an all "ayes" voice vote

Mr. DiPlacido as Vice-Chairperson for 2020 with no other nominations is approved by acclamation

Meeting Minutes

Minutes of October 24, 2019

Motion to accept the minutes of the October 24, 2019 meeting as presented.

Moved for approval by Rickrode, with second by Gilbert

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

- Student of the Month – October and November 2019
- AUR, CNT, and MTF collaboration – Erie Bayhawks “Flagship Cannon” press release
- Erie County Technical School 2019 Erie’s Choice Award winner

Guests and Public Comment – Items related to the Agenda

Guests signed in and present: Rob Eggleston, Diane Johns, Emilie D’Aurora, Jillian Brinling, Anthony Iannelo, Beth Brinling, Alreya Copeland, Aaessa Hoover, Mariea Sargent, Kailee Rizzo, Jamen Skelton, Brenda Hoover, Rosanne Gangemi, Jeff Zellefrow, Carolyn Miaczynski, Hannah Greene, Thomas Olsen, Daniel Alexander, Chris Work, Mary Foulkrod, Mie Miller, Joe Miller, Brennan Keen, McKenna Pease, Bethany Hess, Emily Varner, Brad Pease, Amy & Chad Varner, Ryan Farrell, Jeff & Lily Hicken, Elizabeth Mehler, Janie & Keith Vargason, Kyra Farrell, Jeffery King, Ben Lawson, Amanda King, Gavin Strong, Lauren Williams, Grace Wortman, Kaiden Smith, Darren Cook, Vshoushalah Niles, Gabriella Cook, Stephanie Douglas, Richard & Johanna Whyte, Jonathan Buscemi, Jennifer Whyte

Mr. Jeff Zellefrow, Tourism and Hospitality Management Instructor, addressed the JOC regarding Administrative Procedure 126. He noted that discussions regarding continuance of a program at ECTS should not focus on just the preliminary enrollment numbers to determine whether it’s a full program or a dead program.

Mr. Jeff Hickin of Triangle Tool, along with several representatives from other local businesses, addressed the JOC regarding their concerns over the lack of trained employees to replace the aging local workforce, particularly if programs such as Precision Machining Technology and Tourism and Hospitality Management are curtailed. Mr. Chris Work from Scott Enterprises also noted to the JOC that ECTS students in programs potentially identified as at risk for closure are vital to the growth and continuance of many local companies.

Operations

New Business

- i. Joint Operating Committee 2020 meeting dates
- ii. Equipment donation for CMP Lab
- iii. Supply donation for MTF Lab
- iv. Vehicle donation for AUT Lab
- v. Request to increase the VISA purchasing level for 2019-2020 by \$3,000 for Metal Fabrication and Electrical Engineering
- vi. Enrollment and Community Engagement Coordinator – revised job description

vii. Director's Expense Reimbursement Request – November 2019

Old Business – None

Motion to approve the Operations Section

Moved for approval by Bucksbee, with second by Gilbert

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

(Copies filed with the official minutes)

Motion to approve the Financial Items Section

Moved for approval by Gilbert, with second by Olesnanik

Human and Quality Resources

- A. Human and Quality Resources Report
 - i. ISO Audit report
- B. Resignations and Retirements
 - i. Recommendation to accept the retirement of Patricia Hodas, effective December 13, 2019
- C. Hiring
 - i. Recommendation to grant regular employment status to Kelly Phillips, part-time Custodian effective December 12, 2019

Motion to approve Human and Quality Resources Section

Moved for approval by DiPlacido, with second by Olesnanik

Reports (Verbal and Written)

- Superintendent Report – Dr. Erik Kincaid, Fairview School District
- Director Report — Dr. H. Fred Walker – absent, presented by Joe Tarasovitch

- Solicitor Report — Tim Sennett - None
- High School Principal Report — Joe Tarasovitch
 - First Quarter Honors
 - Walk for Wishes

Motion to approve Reports Section

Moved for approval by Gilbert, with second by Rickrode

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
- l. Regional Career and Technical Center Report
- m. Erie County Department of Health School Inspection Report

Statute-Related Business - None

The Board Action Items schedule was reviewed

Agenda Amendments

- a. Facilities Report
- b. Updated Invoice Payable Report – General Fund

Motion to approve Amendments

Moved for approval by Bucksbee, with second by Rickrode

Adjournment

Motion to adjourn was presented by Gilbert with a second by O'Donnell

Mr. Ring, JOC Chairman/Treasurer, adjourned the meeting at 7:28 p.m.

The next meeting is January 23, 2020 at 6:00 p.m.

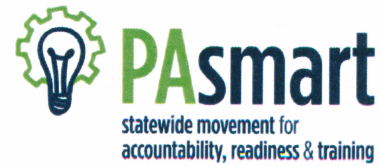
An Executive Session regarding personnel matters was held after the JOC session adjourned

Minutes prepared by,

Terri L. Birchard, Secretary
Joint Operating Committee

December Student Of The Month

LAB	Last	First	Home School	Be-Attitude	Grade
Electrical Engineering	Johnston	Trevor	Fairview	Respectful	10
Cosmetology	Miroshnichenko	Nataliya	Fairview	Respectful	12
Precision Machining	Pease	McKenna	Fairview	Involved	10
Culinary Arts	Whyte	Jennifer	Fairview	Employable	10
Transition Center	Chelton	Adyn	General McLane	Employable	10
Computer Programming	Cieloszyk	Gavin	General McLane	Involved	11
Metal Fabrication	Lloyd	Thomas	General McLane	Involved	10
Health Assistant	Bailey	Nicholas	Girard	Involved	10
Early Childhood Education	Enders	Nicole	Girard	Passionate	10
Auto Body Repair	Raucci	Sebastian	Harbor Creek	Involved	10
Computer Networking	Eddinger	Kyle	Iroquois	Employable	10
Construction Trades	Huynh	Juwon	Iroquois	Involved	10
Tourism & Hospitality	Schley	Maxine	Iroquois	Employable	12
Graphic Communications	Alexander	Maria	McDowell	Disciplined	11
Automotive Technologies	Smith	Hunter	MIHS	Respectful	10
Art & Design	Leroux	Rose	North East	Disciplined	10
Drafting & Design	Brewster	Jonah	Northwestern	Employable	11
Facility Maintenance	Henderson	Keaton	Seneca	Disciplined	10



12/9/19

Dear PA Smart Grant Committee,

Erie County Technical School will be collaborating with the Fairview School District on the PA Smart Advancing Grant, GEM City Virtual Reality Education. The virtual reality (VR) program gives school districts, universities, and community based organizations throughout the region access to the curriculum and learning experiences within the VR emerging technologies. The VR Education program provides new depths of engagement and emersion in curriculum content for all levels of learners. We are excited about the opportunity to bring our region to the forefront of virtual reality education.

Erie County Technical School will be participating in the GEM City VR Museum project associated with the initiative. The GEM City museum provides a platform for school districts, universities, local organizations, and community members to display and experience the incredible work and characteristics of the Erie Region. The VR Museum allows parents and community members to view events, projects, and curriculum pieces the local organizations, districts and universities would like to showcase to the community.

We greatly appreciate your consideration and support for the GEM VR Education Initiative. The organization will ensure that the students are receiving the most benefit from this program to encourage their future careers and goals. The organization strongly endorses the PA Smart Advancing Grant, GEM City Virtual Reality Education Initiative.

Kindest Regards,

A handwritten signature in black ink, appearing to read "H. F. Walker".

H. Fred Walker, PhD

Director

Erie County Technical School

8500 Oliver Road

Erie, PA 16509

W: 814-464-8660

E: hfwalker@ects.org

**CAREER ALTERNATIVE EDUCATION PROGRAM
EDUCATIONAL SERVICES AGREEMENT**

This Agreement is made this _____ day of January, 2020 by and between **ERIE COUNTY TECHNICAL SCHOOL** a vocational technical school organized and established pursuant to the Pennsylvania Public School Code of 1949, 24 P.S. §18-1801 et seq., with a principal place of business at 8500 Oliver Road, Erie, Pennsylvania, 16509 (“**ECTS**”) and **BETHESDA LUTHERAN SERVICES**, a non-profit corporation organized and established pursuant to the laws of the Commonwealth of Pennsylvania with a principal place of business at 15487 State Highway 86, Meadville, Pennsylvania 16335 (“**Bethesda**”).

WITNESSETH:

WHEREAS, Bethesda is a Pennsylvania Department of Education approved private provider of Alternative Education For Disruptive Youth (“**AEDY**”) services, providing local school districts with educational services, along with therapeutic and developmental counseling, to students who have been removed from the regular education setting for certain disciplinary reasons.

WHEREAS, ECTS is a technical education and technical training school for high school students and adults partnering with school districts, regional employers and surrounding universities to prepare high school graduates for their workforce and higher education.

WHEREAS, ECTS and Bethesda desire to combine their efforts to provide therapeutic alternative education services for disruptive youth services in the operation of the Career Alternative Education Program (“**CAEP**”) in compliance with Act 30, Act 48, §2003/2008 Guidelines regarding Private Alternative Education Institutions or any other requirements issued by the Commonwealth of Pennsylvania, Department of Education, or any other applicable statute or ordinance regarding all aspects of the Act 48 Program.

NOW THEREFORE, in consideration of the mutual promises herein contained, the Parties agree as follows:

1. **Program Requirements.** Bethesda will assure that the CAEP program will comply with the following conditions:

- 1.1. *Statutory Compliance.* Bethesda will provide therapeutic alternative education services for disruptive youth services in the operation of the Career Alternative Education Program pursuant to, and remain in compliance with, Act 30, Act 48, §2003/2008 Guidelines regarding Private Alternative Education Institutions or any other requirements issued by the Commonwealth of Pennsylvania, Department of Education, or any other applicable statute or ordinance regarding all aspects of the Act 48 Program.

- 1.2. *Administrative Compliance.* Bethesda will assure compliance with all of the required CAEP documentation and reporting of attendance, academic performance, behavioral interventions, counseling, etc. to ECTS, sending schools, parents and government agencies.

1.3. *Specific Component Requirements.* Bethesda will provide a need based intake and assessment program component; an academic and testing component; a therapeutic component; a career planning and preparation component; and a transition programming component for students re-entering mainstream public schools. Specific details of each component is provided in the attached Exhibit “A”.

2. **Bethesda Requirements.** In providing the services to ECTS, Bethesda will comply with the following conditions:

2.1. *Instructor Recruiting, Screening, Hiring, Training.* Bethesda will recruit, screen, hire and train qualified instructional and support staff necessary for the program’s operation including program supervisors, case managers, behavioral counselors and clinical services providers. Specific requirements of full or part time staffing and staffing educational credentials will be subject to approval by each individual district which will not be unreasonably rejected.

2.2. *Nondiscrimination and ADA.* Bethesda will not unlawfully discriminate against any person because of sex, race, disability, national origin, veteran status, religion or creed. Bethesda agrees to comply with all applicable federal and state laws, rules, regulations, and executive orders relating to non-discrimination, affirmative action, and equal opportunity employment.

2.3. *Moral Character and Citizenship.* Bethesda will assure that all of its staff members are of good moral character, at least 18 years of age and citizens of the United States or hold a United States Immigration Service visa authorizing the residency and employment within the United States.

2.4. *Criminal History Check.* Bethesda will assure that all Bethesda staff associated with the Program have appropriate background information, including a Criminal History Record check, as required by 24 P.S. §1-111, Pennsylvania Child Abuse History Clearance as required by 23 P.S. §6354, and Act 114 of 2006, 24 PS §1-111 as amended, requiring Federal Criminal Background Checks.

2.5. *Standards and Compliance.* Bethesda represents that it is in compliance with all relevant sections of the School Code pertinent to Private Alternative Education Institutions. Bethesda further represents that its services are in compliance with all relevant provisions for Private Alternative Education Institutions found in the School Code, 24 P.S. §1901 et seq.

2.6. *Student Privacy; FERPA Compliance.* Bethesda will comply with all applicable provisions of the Family Educational Rights and Privacy Act of 1974, 20 U.S.C. §1232g (1974) and any relevant Code of Federal Regulations.

2.7. *Course Materials.* Bethesda will use current and up to date Course Materials. The Course Materials will be determined at the discretion of Bethesda.

2.8. *Student Records.* Bethesda shall be responsible for maintaining student attendance information as provided by the instructional or support staff associated with the program. Bethesda will also assure the compliance of all relevant pupil attendance standards.

3. **ECTS Requirements.**

3.1. *Facilities and Utilities.* ECTS will grant Bethesda access to, and use of, ECTS offices, classrooms and labs as needed to meet the CAEP enrollment requirements of Section 4.1 and to meet the requirements of the CAEP program generally. ECTS will also provide all necessary janitorial services, utilities and grounds maintenance including snow removal. ECTS will assure that its facilities meet state and local standards regarding environmental health and safety and that artificial lighting facilities, heating facilities, ventilation and cleanliness are provided in concert with 24 P.S. §7-736, §7-737.

3.2. *Equipment and Technology.* ECTS will provide Bethesda with suitable furniture for offices and instructional space; computers for instructor and student use; and internet access.

3.3. *Administrative Support.* ECTS will provide ½ full time equivalent (FTE) support for the CAEP program.

3.4. *Food Services.* ECTS will provide daily lunch for students enrolled in the program and will assure that its kitchen and cafeteria facilities used for this food service meet all state and local standards regarding food safety and sanitation.

4. **Student Enrollment and Fees.**

4.1. *Enrollment.* Required student enrollment will require one (1) middle school class and one (1) high school class with approximately 20 students in each class, scalable to two (2) high school classes if needed.

4.2. *Pricing.* Pricing shall be based on class size for each middle school and high school unit.

4.3. *Fees.* Fees, including fee structure and payment terms, shall be agreed upon with each school district participating in the program on an individual basis.

5. **Transportation.** Both parties to this contract understand that the transportation of alternative education students to the Career Alternative Education Program is the responsibility of the school districts that participate in the program. Neither party assumes any responsibility for student transportation.

6. **Services Agreement Term.** This Agreement shall be effective from _____, 2020 through _____, 20__ contingent upon program and funding approval from the Pennsylvania Department of Education.

7. **Liability, Indemnification and Insurance:** Bethesda will carry insurance pursuant to the following limits and will provide proof of insurance upon request:

7.1 Worker's Compensation Insurance as required by laws of the Commonwealth of Pennsylvania.

7.2 General Liability Insurance naming ECTS as an additional insured with a policy limit satisfactory to ECTS.

8. Operative and Interpretive Provisions.

8.1. *Assignment.* This Agreement is personal and is assignable or transferable only upon the prior written consent of the ECTS. This Agreement is binding on, and inures to the benefit of, and is enforceable by, the Parties and their respective successors and assigns.

8.2. *Counterparts.* This Agreement may be executed in one or more counterparts, each of which will be deemed an original, and all of which together will be considered one and the same Agreement, binding on all of the Parties, even if all of the Parties have not signed the same original or the same counterpart.

8.3. *Governing Law.* This Agreement shall be construed in accordance with the laws of the Commonwealth of Pennsylvania.

8.4. *Entire Agreement.* This Agreement supersedes and takes the place of any and all previously written or oral agreements, representations and negotiations, if any, between the parties covering the terms of this Services Agreement. The Parties may amend this Agreement only upon written mutual consent.

8.5. *Interpretation of Agreement and Headings.* The section headings in this Agreement are for reference and convenience purposes only, will not be considered in the construction of this Agreement, and will not affect the meaning or interpretation of it.

8.6. *Severability.* If any provision, paragraph, sentence, or word of this Agreement is declared void by a court of competent jurisdiction; then the provision, paragraph, sentence, or word will be severed from this Agreement, and the remainder of the Agreement will remain in effect.

9. **Notices.** Any notice, request, consent or other communication permitted or required to be given under this Agreement will be in writing and signed by an authorized representative of the party providing the communication and shall be delivered personally, by certified or registered mail, return mail, return receipt requested, or by Federal Express or Express Mail, and shall be deemed to have been duly given when delivered personally or when deposited in the United States mail, postage prepaid, or Federal Express or Express Mail addressed as follows:

If to ECTS:

Erie County Technical School
8500 Oliver Road.
Erie, Pennsylvania 16509

If to Bethesda:

Bethesda Lutheran Services
15487 State Highway 86
Meadville, Pennsylvania 16335

Or to such other persons or places as either party may from time to time designate by written notice to the other.

10. **Execution.** This Agreement is effective as of the date first written above.

IN WITNESS WHEREOF, the parties have executed this Agreement as of date and year first above written.

BETHESDA LUTHERAN SERVICES

**ERIE COUNTY TECHNICAL
SCHOOL**

By: _____

By: _____

Business Manager's Report
December 2019

Prepared by Terri Birchard
Business Manager

1

General Ledger Bank Account Balances	December 31, 2019	November 30, 2019	Change
General Fund Cash & Investment Accounts			
PNC, PSDLAF, ERIEBank, NWSB	\$ 1,364,738.78	\$1,549,069.15	\$ (184,330.37)
Capital Projects Fund, PSDLAF, NWSB & PNC	\$ 836,075.62	\$ 769,124.17	\$ 66,951.45
Student Activities Fund-PNC & NWSB	\$ 13,562.74	\$12,197.59	\$ 1,365.15
Flexible Spending Acct, Act 93 - PNC	\$ 7,581.64	\$4,979.72	\$ 2,601.92
Total All Funds - Bank Balances	\$ 2,221,958.78	\$2,335,370.63	\$ (113,411.85)

2

General Fund (Fund 10)	December 31, 2019			November 30, 2019		
Revenue and Expenditure Summary	Annual Budget	YTD Actual	%	Annual Budget	YTD Actual	%
ECTS-High School						
<u>Fund Balances - July 1, 2019</u>						
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	\$ 2,321,095	46.79%	\$ 4,960,447	\$ 1,910,435	38.51%
Revenue-All Other Sources	\$ 1,666,429	\$ 661,914	39.72%	\$ 1,666,429	\$ 514,186	30.86%
Total Revenue	\$ 6,626,876	\$ 2,983,009		\$ 6,626,876	\$ 2,424,620	
Expenditure and reserve	\$ 6,626,876	\$ 2,658,580	40.12%	\$ 6,626,876	\$ 2,109,978	31.84%
Change	\$ -	\$ 324,428		\$ -	\$ 314,642	
<u>Fund Balances</u>						
Fund Balance-Unassigned-(High School)	\$ 138,631	\$ 463,059		\$ 138,631	\$ 453,273	
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	\$ 1,152,021		\$ 827,593	\$ 1,142,235	
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	\$ 415,983	87.39%	\$ 476,000	\$ 261,609	23.61%
Expenditure and reserve	\$ 476,000	\$ 287,363	60.37%	\$ 476,000	\$ 269,569	35.39%
Change	\$ -	\$ 128,621		\$ -	\$ (7,960)	
Fund Balance-Assigned-RCTC	\$ 217,986	\$ 351,525		\$ 217,986	\$ 214,944	

Business Manager's Report
December 2019

Prepared by Terri Birchard
Business Manager

3

ECTS Capital Projects Fund (Fund 31)		December 31, 2019			November 30, 2019					
Revenue and Expenditure Summary		Annual Budget	YTD Actual	%	Annual Budget	YTD Actual	%			
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	\$	-	0.00%
School District Contributions - Pre Bid Documents	\$	-	\$	225,000		\$	-	\$	225,000	
Interest	\$	650	\$	6,302	969.56%	\$	650	\$	5,276	529.56%
	\$	66,550	\$	297,202		\$	66,550	\$	230,276	
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	\$	-	\$	7,280		\$	-	\$	7,280	
Classroom Projection	\$	20,000	\$	-	0.00%	\$	20,000	\$	-	0.00%
Fire Alarm Project	\$	-	\$	528				\$	528	
Other - Production Server Replacement	\$	50,000	\$	-	0.00%	\$	50,000	\$	-	0.00%
	\$	128,000	\$	7,808		\$	128,000	\$	7,808	
Fund Balance										
Assigned-Transition Center	\$	-	\$	-		\$	-	\$	-	
Assigned-Capital Projects	\$	720,729	\$	1,071,574		\$	720,729	\$	1,004,647	
	\$	720,729	\$	1,071,574		\$	720,729	\$	1,004,647	

Business Manager's Report
December 2019

Prepared by Terri Birchard
Business Manager

4

Student Activity Fund (Fund 81)		December 31, 2019	November 30, 2019
		YTD-Actual	YTD-Actual
<u>Fund Balances- July 1, 2019</u>			
Designated-SkillsUSA	\$	3,348	\$ 3,348
Designated -Other	\$	1,815	\$ 1,815
Designated-NTHS	\$	3,281	\$ 3,281
	\$	8,444	\$ 8,444
<u>Revenue + Transfers</u>			
SkillsUSA/Other	\$	3,741	\$ 2,846
Make-A-Wish/Community Blood Bank/Other	\$	1,512	\$ 512
National Technical Honor Society	\$	1,869	\$ 1,156
	\$	7,121	\$ 4,514
<u>Expenditure</u>			
SkillsUSA	\$	1,558	\$ 1,016
Make-A-Wish/Community Blood Bank/Other	\$	-	\$ -
National Technical Honor Society	\$	1,169	\$ 449
	\$	2,727	\$ 1,465
<u>Fund Balances- YTD</u>			
Assigned-SkillsUSA/Other	\$	5,531	\$ 5,178
Assigned -Other	\$	3,327	\$ 2,327
Assigned-NTHS	\$	3,980	\$ 3,988
	\$	12,838	\$ 11,492

Business Manager's Report
December 2019

Prepared by Terri Birchard
Business Manager

5

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	\$ 3,632		\$ 3,632
Plus: Interest allocation/Loyalty credit	\$ 10,912		\$ 10,912
Plus: reimbursement from excess loss fund	\$ -		\$ -
	\$ 309,962		\$ 309,962
Less: YTD gross claims	\$ (252,169)		\$ (252,169)
Less: YTD gross claims- prescription	\$ (71,336)		\$ (71,336)
Less: Claims Administration	\$ (11,931)		\$ (11,931)
Less: Stop Loss insurance	\$ (9,397)		\$ (9,397)
Less: reinsurance for large claims over 40K	\$ (55,130)		\$ (55,130)
Less: Miscellaneous Admin (Legal/ACA Fees/Audit)	\$ (620)		\$ (620)
Less: other expense- Wellness contribution	\$ (678)		\$ (678)
Less: Admin expenses/stop-loss ins	\$ (441)		\$ (441)
Less: Total YTD claims/exps.	\$ (401,703)		\$ (401,703)
Total YTD claims and expenses			
YTD contributions less expenses	\$ (91,740)		\$ (91,740)
Account balance -11/30/2019 per NOREBT Statement	\$ 493,887	SELF FUNDED - NA	\$ 493,887
Months of claims + expenses in reserve	14.8	Cash Balances - BAI	14.8
avg monthly claims + expenses	\$ 33,475		\$ 33,475

****MOST RECENT STATEMENT THROUGH 11/30/19****

Other information

- A. Working on 20-21 budget
- B. 2nd qtr filings have been submitted
- C.
- D.

**Erie County Technical School
Treasurer's Report**

General Fund - PNC - Depository Account - NWSB		December 2019	November 2019
Beginning Cash Balance - PNC		\$ 284,930.61	\$ 116,123.99
Plus: Receipts			
Receipts Deposited		415,023.33	497,734.37
Tfr from other accounts		0.00	0.00
Credit card receipts		12,207.32	11,675.95
Total Receipts		\$ 427,230.65	\$ 509,410.32
Less: Disbursements			
Checks Disbursements		379,368.85	102,503.21
Wire/ACH payments-taxes/fees/ RCTC Credit Card Refunds		15,500.08	10,363.57
Tfr to other accounts - FLEX/Vision/Dental/Food Service Fund		2,776.92	2,736.92
ACH transfers to PSDLAF		250,000.00	225,000.00
Total disbursements		\$ 647,645.85	\$ 340,603.70
Ending Cash Balance - PNC/NWSB General Fund		\$ 64,515.41	\$ 284,930.61
General Fund - PSDLAF/PSDMAX/Investments		December 2019	November 2019
Beginning Cash Balance - PSDLAF		\$ 369,697.25	\$ 380,623.36
Plus: Receipts			
Transfers from PNC-Erie		250,000.00	225,000.00
Void Add-backs		0.00	0.00
PSDLAF/PSDMAX interest		336.61	345.31
Social Security Subsidy direct deposit		0.00	27,611.10
Retirement Subsidy direct deposit		119,298.87	0.00
Vocational Ed Subsidy direct deposit		115,430.73	0.00
Other revenues - PSERS/Payroll adjustment/Equipment grant/RCTC tuit		0.00	1,667.16
Federal/State program grant direct deposit - Perkins		28,228.00	0.00
Total Receipts		\$ 513,294.21	\$ 254,623.57
Less: Disbursements			
Check Disbursements		0.00	0.00
Payroll, VISA and ACH payments out		255,136.64	249,326.15
PSERS Employer/Employee Payment		225,504.32	16,223.53
TFR to other accounts/funds - Capital Projects Fund		0.00	0.00
Total Disbursements		\$ 480,640.96	\$ 265,549.68
Ending Cash Balance - PSDLAF		\$ 402,350.50	\$ 369,697.25
ERIEBank		December 2019	November 2019
Beginning Cash Balance-ERIEBank		\$ 894,441.27	\$ 894,440.40
Plus: Receipts			
Receipts Deposited		0.00	0.00
Interest		0.84	0.87
Unrealized gains/losses		2,430.73	0.00
Total Receipts		\$ 2,431.57	\$ 0.87
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		\$ 896,872.84	\$ 894,441.27
		\$ 2,699.75	\$ 2,698.91
		\$ 894,173.87	\$ 891,743.14
		\$ 896,872.84	\$ 894,441.27

**Erie County Technical School
Treasurer's Report**

General Fund Section 125-PNC		December 2019	November 2019
Beginning Cash Balance-PNC		\$ 4,979.72	\$ 4,832.80
Plus Receipts			
Receipts Deposited		236.92	236.92
Transfers from other accounts		2,500.00	0.00
Total Receipts		\$ 2,736.92	\$ 236.92
Less Disbursements			
Check Disbursements		135.00	90.00
Other Disbursements		0.00	0.00
		\$ 135.00	\$ 90.00
Ending Cash Balance-PNC		\$ 7,581.64	\$ 4,979.72
General Fund -Dental and Vision Claims - PNC		December 2019	November 2019
Beginning Cash Balance-PNC		\$ 8,652.51	\$ 8,058.71
Plus Receipts			
Receipts Deposited		0.00	0.00
Transfers from other accounts		0.00	2,500.00
Total Receipts		\$ -	\$ 2,500.00
Less Disbursements			
Check Disbursements		1,327.80	1,906.20
Other Disbursements		0.00	0.00
		\$ 1,327.80	\$ 1,906.20
Ending Cash Balance-PNC		\$ 7,324.71	\$ 8,652.51
	Dental	4,769.05	6,026.85
	Vision	2,555.66	2,625.66
		\$ 7,324.71	\$ 8,652.51
Capital Projects Fund - PSDLAF / PNC / NWSB Accounts		December 2019	November 2019
Beginning Cash and Investments Balance- PSDLAF		\$ 897,436.78	\$ 768,829.29
Plus Receipts			
Transfers from General Fund-per budget		65,900.00	0.00
School District Pre-bid documents		96,712.75	128,287.26
Interest posted		1,026.09	847.94
Total Receipts		\$ 163,638.84	\$ 129,135.20
Less disbursements			
Less transfers to General Fund		0.00	0.00
Less Check issued - PreBid Documents		225,000.00	527.70
		\$ 225,000.00	\$ 527.70
Ending Cash and Investments Balance - PSDLAF		\$ 836,075.62	\$ 897,436.79
	PNC account	58,204.80	58,204.80
	NWSB account	67,133.38	129,312.63
	PSDMAX account	710,737.44	709,919.35
		\$ 836,075.62	\$ 897,436.78

**Erie County Technical School
Treasurer's Report**

Student Activity Fund - PNC / NWSB (For Information)		December 2019	November 2019
Beginning Cash Balance - PNC		\$ 12,197.65	\$ 14,862.54
Plus Receipts			
SkillsUSA-Receipts	895.35		1,190.02
COS Funds-Transfer from General Fund	0.00		0.00
NTHS-Receipts	712.36		344.38
NTHS-Transfer from General Fund	0.00		0.00
Community Blood Bank	0.00		0.00
Make A Wish/Other	1,724.70		219.25
Interest/bank fees posted	0.01		0.01
Total Receipts	\$ 3,332.42	\$ 1,753.66	
Less SkillsUSA-disbursements-checks/fees, adjustments	941.68		290.53
Less Make A Wish/Blood Bank-disbursements-checks/fees	0.00		4,000.00
Less NTHS-disbursements-checks/fees	1,025.65		128.02
	\$ 1,967.33	\$ 4,418.55	
Ending Cash Balance - PNC / NWSB	\$ 13,562.74	\$ 12,197.65	
SkillsUSA	5,663.84		5,710.17
Blood Bank/Other	460.00		460.00
Make A Wish	3,591.68		1,866.98
NTHS	3,847.22		4,160.42
	\$ 13,562.74	\$ 12,197.57	

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 to December 31, 2019

		Unrestricted
Revenues		
10-46510-000-000-00-000-000	INTEREST INCOME	\$2,330.08
10-46530-000-000-00-000-000	Gains Or Losses On Sale Of Investments - Secondary Program S	\$8,191.21
10-46910-000-000-00-000-000	Facility Rental	\$600.00
10-46943-000-000-00-000-000	Adult Education Tuition - Secondary Program Sources	(\$1,650.00)
10-46943-100-000-00-000-000	RCTC PART TIME TUITION	\$296,400.53
10-46943-100-000-01-000-000	RCTC BOOKSTORE SALES	\$1,410.00
10-46946-000-000-01-000-000	FAIRVIEW SD	\$84,868.02
10-46946-000-000-02-000-000	FORT LEBOEUF SD	\$212,872.98
10-46946-000-000-03-000-000	GENERAL MCLANE SD	\$202,817.52
10-46946-000-000-04-000-000	GIRARD SD	\$197,506.98
10-46946-000-000-05-000-000	HARBOR CREEK SD	\$217,655.52
10-46946-000-000-06-000-000	IROQUOIS SD	\$112,447.02
10-46946-000-000-07-000-000	MILLCREEK SD	\$401,617.02
10-46946-000-000-08-000-000	NORTH EAST SD	\$196,150.99
10-46946-000-000-09-000-000	NORTHWESTERN SD	\$168,493.98
10-46946-000-000-10-000-000	UNION CITY SD	\$144,832.02
10-46946-000-000-11-000-000	WATTSBURG SD	\$155,769.00
10-46946-000-000-92-000-000	DISTRICTS-ALTERNATIVE EDUCATION	\$191,240.02
10-46990-000-000-00-000-000	MISCELLANEOUS REVENUE	\$5,226.03
10-46990-100-000-00-000-000	RCTC - Refunds And Other Miscellaneous Revenue	\$4,392.00
10-46992-000-000-00-000-000	INSURANCE PAYMENTS-INDIVIDUALS	\$18,517.78
10-47220-000-000-00-000-000	VOCATIONAL EDUCATION SUBSIDY	\$231,158.00
10-47220-100-000-00-000-000	VOCATIONAL EDUCATION SUBSIDY	\$115,430.73
10-47810-000-000-00-000-000	SOCIAL SECURITY REIMBURSEMENT	\$27,341.25
10-47820-000-000-00-000-000	RETIREMENT REIMBURSEMENT	\$260,624.48
10-48521-000-000-00-000-000	PERKINS LOCAL PLAN	\$141,140.00
10-49400-000-000-00-000-000	Sale of / Compen-loss of Fixed AssT	\$1,608.84
Total Revenues		\$3,398,992.00

Expenses

Erie County Technical School

Statement of Activities - General Fund

July 1 to December 31, 2019

		Unrestricted
10-61290-120-000-00-000-000	Transition Center - Salary	\$21,835.45
10-61290-141-000-00-000-000	Transition Center - Aide Wages	\$19,151.43
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	\$2,805.68
10-61290-230-000-00-000-000	Transition Center - Retirement	\$12,589.54
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
10-61290-580-000-00-000-000	Transition Center - Field Trips/Travel	\$22.00
10-61290-610-000-00-000-000	Transition Center - Special Needs-Instruction	\$16,070.70
10-61290-610-000-00-000-001	Transition Center - Supplies	\$1,728.44
10-61320-120-000-00-000-000	Tourism/Hospitality - Salary	\$14,371.68
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	\$1,094.30
10-61320-230-000-00-000-000	Tourism/Hospitality - Retirement	\$5,003.85
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	\$3,742.96
10-61330-120-000-00-000-000	Health Assistant - Salary	\$21,973.84
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	\$1,675.64
10-61330-230-000-00-000-000	Health Assistant - Retirement	\$7,651.44
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	\$4,071.92
10-61330-610-663-00-000-000	Health Assistant - Supplies (Perkins)	\$1,168.78

Erie County Technical School

Statement of Activities - General Fund

July 1 to December 31, 2019

		Unrestricted
10-61330-640-000-00-000-000	Health Assistant - Textbook	(\$460.00)
10-61341-120-000-00-000-000	Early Childhood Education - Salary	\$18,262.43
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
10-61341-260-000-00-000-000	Early Childhood Education - Workers Comp	\$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
10-61341-610-000-00-000-000	Early Childhood Education - Supplies	\$1,274.01
10-61341-750-663-00-000-000	EARLY CHILDHOOD EDUCATION - EQUIPMENT - PERKINS	\$1,699.95
10-61342-120-000-00-000-000	Culinary - Salary	\$36,554.08
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	\$1,939.03
10-61342-230-000-00-000-000	Culinary - Retirement	\$8,897.51
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	\$2,961.75
10-61342-610-000-00-000-001	Culinary - Supplies	\$25,442.67
10-61370-120-000-00-000-000	Technical Instruction - Salary	\$53,266.36
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	\$4,049.35
10-61370-230-000-00-000-000	Technical Instruction - Retirement	\$13,948.26
10-61370-231-000-00-000-000	VOYA Retirement	\$293.76
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
10-61370-610-000-00-000-000	SALARY-TECHNICAL INSTRUCTORS	\$66.22
10-61370-610-000-00-000-261	Technical Instruction - Computer Programming - Supplies	\$729.23
10-61370-610-000-00-000-262	Technical Instruction - Drafting and Design - Supplies	\$7,281.97
10-61370-610-000-00-000-264	Technical Instruction - Computer Networking - Supplies	\$2,719.08

Erie County Technical School

Statement of Activities - General Fund

July 1 to December 31, 2019

		Unrestricted
10-61370-610-663-00-000-000	Technical Instruction - Supplies (Perkins)	\$4,372.92
10-61370-648-000-00-000-000	Technical Instruction - Software	\$3,500.00
10-61380-120-000-00-000-000	Trade and Industrial - Salary	\$204,333.91
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)	\$35,689.13
10-61380-213-000-00-000-000	Trade and Industrial - Life Insurance	\$1,512.91
10-61380-213-663-00-000-000	Trade and Industrial - Life Insurance (Perkins)	\$103.60
10-61380-214-000-00-000-000	Trade and Industrial - LTD Insurance	\$1,225.70
10-61380-214-663-00-000-000	Trade and Industrial - LTD Insurance (Perkins)	\$5.43
10-61380-220-000-00-000-000	Trade and Industrial - Social Security	\$15,719.10
10-61380-220-663-00-000-000	Trade and Industrial - Social Security (Perkins)	\$2,730.22
10-61380-230-000-00-000-000	Trade and Industrial - Retirement	\$74,053.23
10-61380-230-663-00-000-000	Trade and Industrial - Retirement (Perkins)	\$12,237.80
10-61380-250-000-00-000-000	Trade and Industrial - Unemployment Comp	\$283.92
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 (Perkins)	\$531.00
10-61380-271-000-00-000-000	Trade and Industrial - Medical	\$123,807.75
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	\$13,788.75
10-61380-272-663-00-000-000	Trade and Industrial - Dental/Vision (Perkins)	\$1.75
10-61380-330-000-00-000-000	Trade and Industrial - Contracted Substitutes	\$32,463.15
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 - Supplies	\$1,500.58
10-61380-610-000-00-000-266	Trade and Industrial - Graphic Arts - Supplies	\$2,589.19
10-61380-610-000-00-000-270	Trade and Industrial - Auto Body - Supplies	\$3,260.88
10-61380-610-000-00-000-271	Trade and Industrial - Auto Tech - Supplies	\$6,919.75
10-61380-610-000-00-000-272	Trade and Industrial - Construction Trades - Supplies	\$4,479.76
10-61380-610-000-00-000-273	Trade and Industrial - Cosmetology - Supplies	\$5,734.70
10-61380-610-000-00-000-275	Trade and Industrial - Electrical Engineering - Supplies	\$10,403.87
10-61380-610-000-00-000-277	Trade and Industrial - Precision Machining - Supplies	\$7,532.48
10-61380-610-000-00-000-278	Trade and Industrial - Facilities Maintenance - Supplies	\$1,228.23

Erie County Technical School

Statement of Activities - General Fund

July 1 to December 31, 2019

		Unrestricted
10-61380-610-000-00-000-279	Trade and Industrial - Metal Fabrication - Supplies	\$5,411.92
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 Reimbursement Supplies	\$2,416.00
10-61380-610-000-00-000-293	Trade and Industrial - Miscellaneous Lab Supplies	\$640.20
10-61380-610-663-00-000-000	Trade and Industrial - Instructional Supt Supplies (Perkins)	\$26,517.14
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	\$7,818.00
10-61380-750-240-00-000-000	Trade and Industrial - CTE Equipment Grant	\$134.25
10-61380-750-663-00-000-000	Trade and Industrial - Equipment (Perkins)	\$10,639.27
10-61390-120-000-00-000-000	Other Voc Ed - Salary	\$28,214.72
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	\$2,147.84
10-61390-230-000-00-000-000	Other Voc Ed - Retirement	\$9,784.83
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	\$69.52
10-61442-140-000-00-000-000	Career Alternative Education - Secretary wages	\$9,151.20
10-61442-213-000-00-000-000	Career Alternative Education - Life Insurance	\$16.80
10-61442-220-000-00-000-000	Career Alternative Education - Social Security	\$700.11
10-61442-230-000-00-000-000	Career Alternative Education - Retirement	\$3,143.94
10-61442-260-000-00-000-000	Career Alternative Education - Worker Comp	\$46.14
10-61442-329-000-00-000-000	Career Alternative Education - Professional Services	\$150,260.00
10-61442-610-000-00-000-000	Career Alternative Education - Supplies	\$1,992.41
10-61442-635-000-00-000-000	Career Alternative Education - Meals/Refreshments	\$4,768.33
10-61610-110-100-40-000-000	RCTC - Manager Salaries	\$22,010.28
10-61610-120-100-40-000-000	RCTC - Instructor Salary	\$25,779.75
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	(\$218.44)

Erie County Technical School

Statement of Activities - General Fund

July 1 to December 31, 2019

		Unrestricted
10-61610-220-100-40-000-000	RCTC - Social Security	\$4,012.88
10-61610-230-000-00-000-000	RCTC - Retirement	\$3,126.29
10-61610-230-100-40-000-000	RCTC- Retirement	\$5,200.60
10-61610-260-100-40-000-000	RCTC - Workers Comp	\$415.86
10-61610-290-100-40-000-000	RCTC - 403(b) payments	\$930.00
10-61610-330-100-40-000-000	RCTC - Contracted Services	\$208,173.61
10-61610-530-100-40-000-000	RCTC - Postage	\$90.90
10-61610-540-100-40-000-000	RCTC - Advertising	\$3,455.03
10-61610-610-000-00-000-000	RCTC MANAGER SALARIES	(\$25.00)
10-61610-610-100-40-000-000	RCTC - Supplies	\$8,161.37
10-61610-640-100-40-000-000	RCTC- Textbooks	\$110.74
10-61610-648-100-40-000-000	RCTC Supplies - Software	\$412.50
10-62122-120-000-00-000-000	Pupil Personnel - Counselor Salary	\$58,324.56
10-62122-140-000-00-000-000	Pupil Personnel - Co-op Salary	\$13,433.65
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	\$5,198.13
10-62122-230-000-00-000-000	Pupil Personnel - Retirement	\$23,464.27
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
10-62122-329-663-00-000-000	Pupil Personnel - Professional Services (Perkins)	\$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
10-62122-580-000-00-000-003	Pupil Personnel - Travel - Admissions	\$969.18
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	\$1,092.08
10-62122-610-000-00-000-004	Pupil Personnel - Supplies - Special Education	\$470.52
10-62122-610-000-00-000-005	Pupil Personnel - Supplies - Co-op	\$1,840.45
10-62122-635-000-00-000-001	Pupil Personnel - Meals - Career Planning	\$630.00
10-62122-635-000-00-000-003	Pupil Personnel - Meals - Admissions	\$2,967.99

Erie County Technical School

Statement of Activities - General Fund

July 1 to December 31, 2019

	Unrestricted
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 \$77,178.90
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 \$5,906.10
10-62260-230-000-00-000-000	Curriculum Development - Retirement \$26,464.70
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
10-62260-610-000-00-000-000	Curriculum 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 - Certified \$18,834.00
10-62271-330-000-00-000-000	Instructional Staff Development -Professional Fee- Certified \$525.00
10-62271-580-000-00-000-000	Instructional Staff Development - Travel \$3,936.99
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 - Certified \$158.00
10-62310-110-000-00-000-000	Board Services - Salary \$1,164.67
10-62310-214-000-00-000-000	Board Services - LTD Insurance \$7.42
10-62310-220-000-00-000-000	Board Services - Social Security \$89.70
10-62310-230-000-00-000-000	Board Services - Retirement \$403.61
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 Insurances \$9,943.00
10-62310-530-000-00-000-000	Board Services - Postage \$3,102.11
10-62310-540-000-00-000-000	Board Services - Advertising - Legal Ads \$354.30
10-62310-581-000-00-000-000	Board Services - Board Local Mileage \$602.62
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 \$3,774.00
10-62350-330-000-00-000-000	Professional Services - Legal and Accounting \$23,668.60
10-62360-110-000-00-000-000	Director Services - Salary \$54,259.66
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

Erie County Technical School

Statement of Activities - General Fund

July 1 to December 31, 2019

	Unrestricted
10-62360-220-000-00-000-000	Director Services - Social Security \$4,134.22
10-62360-230-000-00-000-000	Director Services - Retirement \$18,658.39
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 Professional Services \$2,746.43
10-62360-580-000-00-000-000	Director Services - Travel \$1,025.88
10-62360-610-000-00-000-000	Director Services - Supplies \$640.01
10-62360-635-000-00-000-000	Director Services - Meals and Refreshments \$1,860.86
10-62380-110-000-00-000-000	Principal/High School Secretary - Principal Salary \$57,285.61
10-62380-140-000-00-000-000	Principal/High School Secretary - HS Secretary Salary \$16,425.67
10-62380-213-000-00-000-000	Principal/High School Secretary - Life Insurance \$294.72
10-62380-214-000-00-000-000	Principal/High School Secretary - LTD Insurance \$446.40
10-62380-220-000-00-000-000	Principal/High School Secretary - Social Security \$5,531.69
10-62380-230-000-00-000-000	Principal/High School Secretary - Retirement \$24,743.49
10-62380-260-000-00-000-000	Principal/High School Secretary - Workers Comp \$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/Vision \$72.00
10-62380-610-000-00-000-000	Principal/High School Secretary - High School Supplies \$1,105.49
10-62380-610-000-00-000-001	Principal/High School Secretary - Infinite Campus Photos \$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 Refreshments \$272.95
10-62411-110-000-00-000-000	SALARY - STUDENT HEALTH SVCS COORD \$2,500.00
10-62411-220-000-00-000-000	Health Services - Health Service Coordinator-Social Security \$191.25
10-62411-230-000-00-000-000	Health Services - Health Service Coordinator - Retirement \$857.25
10-62419-130-000-00-000-000	Health Services - Supplemental School Nurse - Salary \$10,019.61
10-62419-220-000-00-000-000	Health Services - Supplemental School Nurse -Social Security \$766.49
10-62419-230-000-00-000-000	Health Services - Supplemental School Nurse - Retirement \$3,435.73
10-62419-260-000-00-000-000	Health Services - Supplemental School Nurse - Workers Comp \$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 \$50.00
10-62511-110-000-00-000-000	Business Services - Business Office Manager - Salary \$38,702.91

Erie County Technical School

Statement of Activities - General Fund

July 1 to December 31, 2019

		Unrestricted
10-62511-140-000-00-000-000	Business Services - Business Office Secretary - Salary	\$13,764.99
10-62511-213-000-00-000-000	Business Services - Life Insurance	\$211.20
10-62511-214-000-00-000-000	Business Services - LTD Insurance	\$337.46
10-62511-220-000-00-000-000	Business Services - Social Security	\$3,975.53
10-62511-230-000-00-000-000	Business Services - Retirement	\$18,007.72
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 Services	\$10,780.30
10-62511-610-000-00-000-000	Business Services - Supplies	\$1,684.34
10-62600-340-000-00-000-000	Maintenance - Contracted Services (High School)	\$1,381.62
10-62600-430-000-00-000-000	Maintenance - Repairs and Maintenance (High School)	\$157.34
10-62600-610-000-00-000-000	Maintenance - Supplies	\$485.45
10-62600-621-000-00-000-000	Maintenance - Natural Gas (High School)	\$482.58
10-62611-110-000-00-000-000	Maintenance Supervisor - Salary	\$33,250.62
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	\$2,555.67
10-62611-230-000-00-000-000	Maintenance Supervisor - Retirement	\$11,401.65
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	\$86,082.44
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	\$6,633.32
10-62619-230-000-00-000-000	Maintenance Custodial - Retirement	\$23,006.52
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	\$5,939.03

Erie County Technical School

Statement of Activities - General Fund

July 1 to December 31, 2019

	Unrestricted
10-62620-415-000-00-000-000	Maintenance - High School Laundry/Dry Cleaning \$2,605.91
10-62620-422-000-00-000-000	Maintenance - Electricity (High School) \$28,179.26
10-62620-422-000-00-801-000	Maintenance - Electricity (Skills Center) \$7,577.88
10-62620-424-000-00-000-000	Maintenance - Water/Sewer \$4,606.23
10-62620-430-000-00-000-000	Maintenance - Repairs and Maintenance (High School) \$190.33
10-62620-521-000-00-000-000	Maintenance - Property and Liability Ins (High School) \$42,400.50
10-62620-521-000-00-801-000	Maintenance - Property and Liability Ins (Skills Center) \$14,133.50
10-62620-610-000-00-000-000	Maintenance - Supplies (High School) \$24,921.23
10-62620-621-000-00-000-000	Maintenance - Natural Gas (High School) \$16,349.29
10-62620-621-000-00-801-000	Maintenance - Natural Gas (Skills Center) \$1,822.68
10-62630-412-000-00-000-000	Care of Grounds - Snow Removal \$5,556.50
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/Maintenance HS \$9,563.40
10-62640-430-000-00-801-000	Operations and Maintenance - Repairs/Maintenance Skill Cente \$1,997.69
10-62650-626-000-00-000-000	Vehicle Operations - Gasoline/Diesel \$1,606.18
10-62660-360-000-00-000-000	Safe Schools \$9,158.23
10-62830-213-000-00-000-000	HR-QUALITY- EAP \$162.24
10-62830-214-000-00-000-000	HR-QUALITY- EAP \$262.14
10-62830-260-000-00-000-000	HR-QUALITY- EAP \$393.00
10-62830-271-000-00-000-000	HR-QUALITY- EAP \$7,740.00
10-62830-272-000-00-000-000	HR-QUALITY- EAP \$36.00
10-62830-330-000-00-000-000	HR-QUALITY- EAP \$3,752.00
10-62831-110-000-00-000-000	HR/Quality - Coordinator Salary \$42,284.19
10-62831-220-000-00-000-000	HR/Quality - FICA \$3,195.14
10-62831-230-000-00-000-000	HR/Quality - Retirement \$14,499.29
10-62831-610-000-00-000-000	HR/Quality - Supplies \$985.82
10-62831-635-000-00-000-000	HR/Quality - Meals and Refreshments \$1,526.52
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 - Non-Instructional \$3,096.00
10-62834-580-000-00-000-000	Staff Development - Travel - Non-Instructional \$1,947.98
10-62834-810-000-00-000-000	Staff Development - Dues - Non-Instructional \$1,912.00
10-62839-330-000-00-000-000	HR/Quality - ISO Audit \$6,191.55

Erie County Technical School

Statement of Activities - General Fund

July 1 to December 31, 2019

		Unrestricted
10-62840-110-000-00-000-000	Technology Services - Admin Salary	\$36,301.73
10-62840-140-000-00-000-000	Technology Services -Classified-Assistant- Salary	\$20,110.18
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	\$4,379.59
10-62840-230-000-00-000-000	Technology Services - Retirement	\$18,386.05
10-62840-260-000-00-000-000	Technology Services - Worker Compensation	\$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	\$8,538.31
10-62840-538-000-00-000-000	Technology Services - Communication/Telephone	\$4,596.70
10-62840-610-000-00-000-000	TECHNOLOGY SERVICES -ADMIN SALARY	\$1,086.00
10-62840-618-000-00-000-000	Technology Services - Supplies	\$11,364.94
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
10-64200-430-000-00-000-000	Site Improvements - Repairs	\$11,383.00
10-64600-430-000-00-000-000	Building Improvments - Repairs	\$19,570.07
10-65230-931-000-00-000-000	Capital Project Fund - Transfers	\$65,900.00
Total Expenses		\$2,945,943.04
BEGINNING FUND BALANCE		\$0.00
NET SURPLUS/(DEFICIT)		\$453,048.96
ENDING FUND BALANCE		\$453,048.96

Erie County Technical School

Statement of Activities

Capital Projects - July 1 to December 31, 2019

		July 1, 2019 to November 30, 2019	July 1, 2019 to December 31, 2019
Revenues			
31-46510-000-000-00-000-00	INTEREST EARNINGS	\$5,276.03	\$6,302.12
31-46999-000-000-00-000-00	School District Contributions - RENOVATION DESIGN	\$225,001.00	\$225,001.00
31-49310-000-000-00-000-00	TRANSFERS FROM GENERAL FUND	\$0.00	\$65,900.00
Total Revenues		\$230,277.03	\$297,203.12
Expenses			
31-62840-650-000-00-000-00	Technology Related Supplies - Licenses	\$4,803.04	\$4,803.04
31-62840-758-000-00-000-00	TECHNOLOGY Services - EQUIPMENT	\$2,476.86	\$2,476.86
31-64200-430-000-00-000-00	Existing Site Impv Svcs -REPAIRS	\$527.70	\$527.70
Total Expenses		\$7,807.60	\$7,807.60
NET SURPLUS/(DEFICIT)		\$222,469.43	\$289,395.52

Erie County Technical School

Statement of Activities

Student Activities - July 1 to December 31, 2019

		July 1, 2019 to November 30, 2019	July 1, 2019 - December 31, 2019
Revenues			
81-46510-000-000-00-000-00	INTEREST INCOME	\$0.02	\$0.03
81-46990-000-000-00-000-00	Student Activities Revenue - SkillsUSA	\$1,689.41	\$2,219.41
81-46990-000-000-00-000-10	Skills USA - Break Revenue	\$1,156.29	\$1,521.64
81-46990-001-000-00-000-00	Student Activity Revenue- NVTHS	\$0.00	\$347.01
81-46990-001-000-00-000-00	Student Activities Revenue - General	\$491.62	\$1,491.62
81-46990-001-000-00-000-00	Student Activities - Smoking Tabacco & Electronic Vapor Fine	\$20.00	\$20.00
81-46990-001-000-00-000-10	NVTHS - Break Revenue	\$1,156.31	\$1,521.66
Total Revenues		\$4,513.65	\$7,121.37
Expenses			
81-63200-580-000-00-000-00	Student Activities -SkillsUSA - travel expenses	\$74.24	\$74.24
81-63200-610-000-00-000-00	Student Activities -SUPPLIES- SKILLSUSA	\$611.87	\$1,153.82
81-63200-610-000-00-000-00	Student Activities -SUPPLIES-NVTHS	\$449.37	\$1,169.00
81-63200-810-000-00-000-00	Student Activities - SkillsUSA - dues	(\$30.00)	(\$30.00)
81-63200-810-000-00-000-00	Student Activities -SkillsUSA - Leadership Conference	\$360.00	\$360.00
Total Expenses		\$1,465.48	\$2,727.06
NET SURPLUS/(DEFICIT)		\$3,048.17	\$4,394.31

Erie County Technical School

Bank Register Report - PNC Bank

PNC GENERAL FUND - December 2019

Transaction Number	Source	Transaction Type	Transaction Date	Reference	Deposits	Payments	Running Total	Post Date	Status
76	Accounts Payable	Bank Draft	12/6/2019	Penelec	\$0.00	\$9,395.86	(\$9,395.86)	12/6/2019	Reconciled
77	Accounts Payable	Bank Draft	12/31/2019	National Fuel Gas	\$0.00	\$529.92	(\$9,925.78)	12/31/2019	Reconciled
78	Accounts Payable	Bank Draft	12/3/2019	Harbortouch POS	\$0.00	\$2,100.00	(\$12,025.78)	12/3/2019	Reconciled
2188	Accounts Payable	Computer Check	12/3/2019	Joe Salorino	\$0.00	\$211.24	(\$12,237.02)	12/3/2019	Reconciled
2189	Accounts Payable	Computer Check	12/3/2019	MSC Industrial Supply Company	\$0.00	\$377.20	(\$12,614.22)	12/3/2019	Reconciled
2190	Accounts Payable	Computer Check	12/3/2019	PA Dept of Labor & Industry - B	\$0.00	\$817.60	(\$13,431.82)	12/3/2019	Reconciled
2191	Accounts Payable	Computer Check	12/3/2019	Terri L. Birchard	\$0.00	\$60.00	(\$13,491.82)	12/3/2019	Reconciled
2192	Accounts Payable	Computer Check	12/3/2019	Verizon Wireless	\$0.00	\$339.90	(\$13,831.72)	12/3/2019	Reconciled
2194	Accounts Payable	One-Time Check	12/3/2019	Millcreek School District	\$0.00	\$50.00	(\$13,881.72)	11/26/2019	Reconciled
2195	Accounts Payable	Computer Check	12/11/2019	Boston Mutual Life Insurance Compan	\$0.00	\$756.35	(\$14,638.07)	12/11/2019	Reconciled
2196	Accounts Payable	Computer Check	12/11/2019	C.M. Regent Insurance Company	\$0.00	\$928.48	(\$15,566.55)	12/11/2019	Reconciled
2197	Accounts Payable	Computer Check	12/11/2019	NOREBT	\$0.00	\$56,760.00	(\$72,326.55)	12/11/2019	Reconciled
2198	Accounts Payable	Computer Check	12/17/2019	Knox McLaughlin Gornall & Sennett, P	\$0.00	\$5,986.00	(\$78,312.55)	12/17/2019	Reconciled
2199	Accounts Payable	Computer Check	12/18/2019	Adam Miller, LCSW	\$0.00	\$4,400.00	(\$82,712.55)	12/18/2019	Reconciled
2200	Accounts Payable	Computer Check	12/18/2019	Allegheny Educational Systems, Inc.	\$0.00	\$8,027.85	(\$90,740.40)	12/18/2019	Outstanding
2201	Accounts Payable	Computer Check	12/18/2019	Autozone	\$0.00	\$907.61	(\$91,648.01)	12/18/2019	Reconciled
2202	Accounts Payable	Computer Check	12/18/2019	Autozone	\$0.00	\$1,779.81	(\$93,427.82)	12/18/2019	Reconciled
2203	Accounts Payable	Computer Check	12/18/2019	Autozone	\$0.00	\$89.97	(\$93,517.79)	12/18/2019	Reconciled
2204	Accounts Payable	Computer Check	12/18/2019	Benefit Administrators, Inc.	\$0.00	\$241.15	(\$93,758.94)	12/18/2019	Reconciled
2205	Accounts Payable	Computer Check	12/18/2019	Bill Hallock	\$0.00	\$16.24	(\$93,775.18)	12/18/2019	Outstanding
2206	Accounts Payable	Computer Check	12/18/2019	Brigiotta's Produce & Garden Center	\$0.00	\$832.24	(\$94,607.42)	12/18/2019	Reconciled
2207	Accounts Payable	Computer Check	12/18/2019	C. Michael Miller	\$0.00	\$3,096.00	(\$97,703.42)	12/18/2019	Reconciled
2208	Accounts Payable	Computer Check	12/18/2019	Corporate Glass, Inc.	\$0.00	\$338.55	(\$98,041.97)	12/18/2019	Reconciled
2209	Accounts Payable	Computer Check	12/18/2019	Desantis Solutions	\$0.00	\$277.70	(\$98,319.67)	12/18/2019	Reconciled
2210	Accounts Payable	Computer Check	12/18/2019	Dianna Noe	\$0.00	\$750.00	(\$99,069.67)	12/18/2019	Reconciled
2211	Accounts Payable	Computer Check	12/18/2019	Direct Energy Business	\$0.00	\$3,413.13	(\$102,482.80)	12/18/2019	Reconciled
2212	Accounts Payable	Computer Check	12/18/2019	ECTS - Capital Projects Fund	\$0.00	\$81,478.70	(\$183,961.50)	12/18/2019	Reconciled
2213	Accounts Payable	Computer Check	12/18/2019	ECTS - Student Activities Fund	\$0.00	\$724.70	(\$184,686.20)	12/18/2019	Reconciled
2214	Accounts Payable	Computer Check	12/18/2019	ECTS-Foundation	\$0.00	\$138.04	(\$184,824.24)	12/18/2019	Reconciled
2215	Accounts Payable	Computer Check	12/18/2019	Fagan Sanitary Supply	\$0.00	\$763.88	(\$185,588.12)	12/18/2019	Reconciled
2216	Accounts Payable	Computer Check	12/18/2019	FLB Cafeteria Account	\$0.00	\$2,913.00	(\$188,501.12)	12/18/2019	Outstanding
2217	Accounts Payable	Computer Check	12/18/2019	Frontier Laundry	\$0.00	\$273.79	(\$188,774.91)	12/18/2019	Reconciled
2218	Accounts Payable	Computer Check	12/18/2019	Galbraith Media Access	\$0.00	\$7,779.55	(\$196,554.46)	12/18/2019	Reconciled
2219	Accounts Payable	Computer Check	12/18/2019	Grainger	\$0.00	\$1,423.12	(\$197,977.58)	12/18/2019	Reconciled
2220	Accounts Payable	Computer Check	12/18/2019	H. Fred Walker	\$0.00	\$465.74	(\$198,443.32)	12/18/2019	Outstanding
2221	Accounts Payable	Computer Check	12/18/2019	Helen Nelson Trucking	\$0.00	\$5,556.50	(\$203,999.82)	12/18/2019	Reconciled
2222	Accounts Payable	Computer Check	12/18/2019	James B. Schwab Co.	\$0.00	\$2,128.00	(\$206,127.82)	12/18/2019	Reconciled
2223	Accounts Payable	Computer Check	12/18/2019	Jan Kennerknecht	\$0.00	\$500.00	(\$206,627.82)	12/18/2019	Outstanding

Erie County Technical School
Bank Register Report - PNC Bank
PNC GENERAL FUND - December 2019

Transaction Number	Source	Transaction Type	Transaction Date	Reference	Deposits	Payments	Running Total	Post Date	Status
2224	Accounts Payable	Computer Check	12/18/2019	Jeffrey Zellefrow	\$0.00	\$957.00	(\$207,584.82)	12/18/2019	Reconciled
2225	Accounts Payable	Computer Check	12/18/2019	Kelly Schoullis	\$0.00	\$1,914.00	(\$209,498.82)	12/18/2019	Outstanding
2226	Accounts Payable	Computer Check	12/18/2019	Kelly Services, Inc.	\$0.00	\$4,108.90	(\$213,607.72)	12/18/2019	Reconciled
2228	Accounts Payable	Computer Check	12/18/2019	Koldrock Waters, Inc.	\$0.00	\$89.30	(\$213,697.02)	12/18/2019	Reconciled
2229	Accounts Payable	Computer Check	12/18/2019	Kubinski Business Systems	\$0.00	\$311.99	(\$214,009.01)	12/18/2019	Reconciled
2230	Accounts Payable	Computer Check	12/18/2019	Lisa Sorensen	\$0.00	\$969.18	(\$214,978.19)	12/18/2019	Reconciled
2231	Accounts Payable	Computer Check	12/18/2019	MSC Industrial Supply Company	\$0.00	\$1,541.00	(\$216,519.19)	12/18/2019	Reconciled
2232	Accounts Payable	Computer Check	12/18/2019	Northwest Tri-County IU5	\$0.00	\$186.93	(\$216,706.12)	12/18/2019	Outstanding
2233	Accounts Payable	Computer Check	12/18/2019	Northwestern Roofing	\$0.00	\$3,492.52	(\$220,198.64)	12/18/2019	Outstanding
2234	Accounts Payable	Computer Check	12/18/2019	Pa Pride, LLC	\$0.00	\$36,235.00	(\$256,433.64)	12/18/2019	Outstanding
2235	Accounts Payable	Computer Check	12/18/2019	Pepsi Beverages Company	\$0.00	\$3,244.42	(\$259,678.06)	12/18/2019	Reconciled
2236	Accounts Payable	Computer Check	12/18/2019	Plyler Entry Systems	\$0.00	\$139.00	(\$259,817.06)	12/18/2019	Reconciled
2237	Accounts Payable	Computer Check	12/18/2019	Reinhart Food Service	\$0.00	\$7,798.37	(\$267,615.43)	12/18/2019	Reconciled
2239	Accounts Payable	Computer Check	12/18/2019	Robert Eggleston	\$0.00	\$25.00	(\$267,640.43)	12/18/2019	Reconciled
2240	Accounts Payable	Computer Check	12/18/2019	Sandy Carr	\$0.00	\$1,548.00	(\$269,188.43)	12/18/2019	Outstanding
2241	Accounts Payable	Computer Check	12/18/2019	Sarah A. Reed Children's Center	\$0.00	\$95,260.00	(\$364,448.43)	12/18/2019	Reconciled
2242	Accounts Payable	Computer Check	12/18/2019	Scott Electric	\$0.00	\$2,034.21	(\$366,482.64)	12/18/2019	Outstanding
2243	Accounts Payable	Computer Check	12/18/2019	SJE FBO EnergyMark, LLC	\$0.00	\$50.00	(\$366,532.64)	12/18/2019	Reconciled
2244	Accounts Payable	Computer Check	12/18/2019	SME	\$0.00	\$2,970.00	(\$369,502.64)	12/18/2019	Outstanding
2245	Accounts Payable	Computer Check	12/18/2019	Snap-on Industrial	\$0.00	\$2,611.42	(\$372,114.06)	12/18/2019	Reconciled
2246	Accounts Payable	Computer Check	12/18/2019	Student Transportation of America	\$0.00	\$735.00	(\$372,849.06)	12/18/2019	Outstanding
2249	Accounts Payable	Computer Check	12/18/2019	The Nutrition Group	\$0.00	\$1,012.00	(\$373,861.06)	12/18/2019	Reconciled
2250	Accounts Payable	Computer Check	12/18/2019	The Warren Company	\$0.00	\$2,711.79	(\$376,572.85)	12/18/2019	Reconciled
2251	Accounts Payable	Computer Check	12/18/2019	Tim Rohrbach Photography	\$0.00	\$2,050.00	(\$378,622.85)	12/18/2019	Reconciled
2252	Accounts Payable	Computer Check	12/18/2019	Unifirst Corporation	\$0.00	\$1,270.14	(\$379,892.99)	12/18/2019	Reconciled
2253	Accounts Payable	Computer Check	12/18/2019	Verizon Wireless	\$0.00	\$339.90	(\$380,232.89)	12/18/2019	Reconciled
2254	Accounts Payable	Computer Check	12/18/2019	Welders Supply	\$0.00	\$604.74	(\$380,837.63)	12/18/2019	Reconciled
2254	Accounts Payable	One-Time Check	12/18/2019	Brianna Morrow	\$0.00	\$600.00	(\$381,437.63)	12/11/2019	Reconciled
2255	Accounts Payable	One-Time Check	12/18/2019	Penn State	\$0.00	\$440.00	(\$381,877.63)	12/9/2019	Outstanding
2257	Accounts Payable	Computer Check	12/18/2019	Robert Eggleston	\$0.00	\$957.00	(\$382,834.63)	12/18/2019	Reconciled
2258	Accounts Payable	Computer Check	12/18/2019	Summit Township Sewer Authority	\$0.00	\$940.97	(\$383,775.60)	12/18/2019	Reconciled
2259	Accounts Payable	Computer Check	12/18/2019	Summit Township Water Authority	\$0.00	\$1,420.77	(\$385,196.37)	12/18/2019	Reconciled
2260	Accounts Payable	Computer Check	12/18/2019	Kelly Services, Inc.	\$0.00	\$1,168.40	(\$386,364.77)	12/18/2019	Reconciled
2261	Accounts Payable	One-Time Check	12/20/2019	Iroquois School District	\$0.00	\$5,054.86	(\$391,419.63)	12/20/2019	Outstanding

Erie County Technical School
Bank Register Report - PNC Bank
PNC GENERAL FUND - December 2019

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

Total Deposits **\$0.00**

Less Payments by Transaction Type:

Computer Check **(\$373,248.99)**

One-Time Check **(\$6,144.86)**

Bank Draft **(\$12,025.78)**

Total Payments: **(\$391,419.63)**

Adjustments:

Payment Adjustments **\$0.00**

Deposit Adjustments **\$0.00**

Total Adjustments: **\$0.00**

Total Change in Register Balance: **(\$391,419.63)**

Erie County Technical School
Bank Register Report - Student Activities Bank Account
 STUDENT ACTIVITIES FUND - December 2019

Transaction Number	Source	Transaction Type	Transaction Date	Reference	Deposits	Payments	Running Total	Post Date	Status
1052	Accounts Payable	Computer Check	12/3/2019	SkillsUSA PA Western Region Distri	\$0.00	\$360.00	(\$360.00)	12/3/2019	Reconciled
1053	Accounts Payable	Computer Check	12/19/2019	ECTS-General Fund	\$0.00	\$984.48	(\$1,344.48)	12/19/2019	Reconciled
1054	Accounts Payable	Computer Check	12/19/2019	Romolo Chocolates	\$0.00	\$275.75	(\$1,620.23)	12/19/2019	Reconciled
1055	Accounts Payable	One-Time Check	12/20/2019	Anna Shelter	\$0.00	\$347.01	(\$1,967.24)	12/20/2019	Reconciled

Summary by Transaction Type

Total Deposits	\$0.00
Less Payments by Transaction Type:	
Computer Check	(\$1,620.23)
One-Time Check	(\$347.01)
Total Payments:	(\$1,967.24)
Adjustments:	
Payment Adjustments	\$0.00
Deposit Adjustments	\$0.00
Total Adjustments:	\$0.00
Total Change in Register Balance:	(\$1,967.24)

Erie County Technical School

Open Invoice Report

Vendor Name	Invoice Number	Invoice Date	Post Date	Invoice Balance	Potential Discount	Discount Expires On	Net Amount Due	Invoice Due Date	Days Past Due
ABCO Fire Protection									
ABCO Fire Protection	402259	12/29/2019	1/31/2020	\$650.50	\$0.00		\$650.50	1/15/2019	381
		Totals for ABCO Fire Protection		\$650.50	\$0.00		\$650.50		
American Culinary Federation Education									
American Culinary Federation Education	15590911142019	11/14/2019	1/31/2020	\$300.00	\$0.00		\$300.00	1/15/2020	16
		Totals for American Culinary Federation Education		\$300.00	\$0.00		\$300.00		
Autozone									
Autozone	1825376276	10/1/2019	1/31/2020	\$255.97	\$0.00		\$255.97	1/15/2019	381
Autozone	1825382260	10/7/2019	1/31/2020	\$42.99	\$0.00		\$42.99	1/15/2020	16
Autozone	1825382354	10/7/2019	1/31/2020	\$201.76	\$0.00		\$201.76	1/15/2020	16
		Totals for Autozone.		\$500.72	\$0.00		\$500.72		
Benefit Administrators, Inc.									
Benefit Administrators, Inc.	01/03/2020BILLING	1/3/2020	1/31/2020	\$530.50	\$0.00		\$530.50	2/3/2020	0
Benefit Administrators, Inc.	12/15/2019BILLING	12/15/2019	1/31/2020	\$241.15	\$0.00		\$241.15	1/15/2020	16
		Totals for Benefit Administrators, Inc.		\$771.65	\$0.00		\$771.65		
BLACKBAUD									
BLACKBAUD	91813634	1/3/2020	1/1/2020	\$9,783.35	\$0.00		\$9,783.35	2/2/2020	0
		Totals for BLACKBAUD		\$9,783.35	\$0.00		\$9,783.35		
Brigiotta's Produce & Garden Center									
Brigiotta's Produce & Garden Center	305984	1/2/2020	1/31/2020	\$40.11	\$0.00		\$40.11	1/15/2020	16
Brigiotta's Produce & Garden Center	304076	12/19/2019	1/31/2020	\$145.64	\$0.00		\$145.64	1/15/2020	16
Brigiotta's Produce & Garden Center	306292	1/2/2020	1/31/2020	\$246.50	\$0.00		\$246.50	1/15/2020	16
Brigiotta's Produce & Garden Center	306303	1/2/2020	1/31/2020	\$14.50	\$0.00		\$14.50	1/15/2020	16
Brigiotta's Produce & Garden Center	303978	12/17/2019	1/31/2020	\$38.61	\$0.00		\$38.61	1/15/2020	16
Brigiotta's Produce & Garden Center	298253	11/13/2019	1/31/2020	\$36.00	\$0.00		\$36.00	1/15/2020	16
Brigiotta's Produce & Garden Center	307376	1/9/2020	1/31/2020	\$145.35	\$0.00		\$145.35	1/15/2020	16
		Totals for Brigiotta's Produce & Garden Center		\$666.71	\$0.00		\$666.71		
Builders Hardware									
Builders Hardware	7137397	12/19/2019	1/31/2020	\$1,109.44	\$0.00		\$1,109.44	1/15/2020	16
		Totals for Builders Hardware		\$1,109.44	\$0.00		\$1,109.44		
Corey Long									
Corey Long	01/0/20CREDIT	1/3/2020	1/31/2020	\$957.00	\$0.00		\$957.00	1/15/2020	16
		Totals for Corey Long.		\$957.00	\$0.00		\$957.00		
County of Erie General Fund									
County of Erie General Fund	SRO-DEHART	1/10/2020	1/31/2020	\$23,849.80	\$0.00		\$23,849.80	1/15/2020	16
		Totals for County of Erie General Fund		\$23,849.80	\$0.00		\$23,849.80		

Vendor Name	Invoice Number	Invoice Date	Post Date	Invoice Balance	Potential Discount	Discount Expires On	Net Amount Due	Invoice Due Date	Days Past Due
Danielle Wiilber									
Danielle Wiilber	01/13/20CREDIT	1/13/2020	1/31/2020	\$1,914.00	\$0.00		\$1,914.00	1/15/2020	16
		Totals for Danielle Wiilber.		\$1,914.00	\$0.00		\$1,914.00		
Desantis Solutions									
Desantis Solutions	200176	12/13/2019	1/15/2020	\$616.85	\$0.00		\$616.85	1/15/2020	16
		Totals for Desantis Solutions		\$616.85	\$0.00		\$616.85		
Dianna Noe									
Dianna Noe	18	1/2/2020	1/31/2020	\$675.00	\$0.00		\$675.00	1/15/2020	16
		Totals for Dianna Noe.		\$675.00	\$0.00		\$675.00		
Direct Energy Business									
Direct Energy Business	HS01635614	1/7/2020	1/31/2020	\$3,439.80	\$0.00		\$3,439.80	1/15/2020	16
Direct Energy Business	HS91600593	12/16/2019	1/31/2020	\$981.78	\$0.00		\$981.78	1/15/2020	16
		Totals for Direct Energy Business		\$4,421.58	\$0.00		\$4,421.58		
ECTS-Foundation									
ECTS-Foundation	MILEAGE	1/15/2020	1/31/2020	\$183.28	\$0.00		\$183.28	1/15/2020	16
		Totals for ECTS-Foundation		\$183.28	\$0.00		\$183.28		
Erie Regional Manufacturer Partnership (ERMP)									
Erie Regional Manufacturer Partnership (ERMP)	2020 DUES	12/1/2019	1/31/2020	\$500.00	\$0.00		\$500.00	1/15/2020	16
		Totals for Erie Regional Manufacturer Partnership (ERMP)		\$500.00	\$0.00		\$500.00		
FLB Cafeteria Account									
FLB Cafeteria Account	122019	12/20/2019	1/31/2020	\$1,167.00	\$0.00		\$1,167.00	1/15/2020	16
		Totals for FLB Cafeteria Account		\$1,167.00	\$0.00		\$1,167.00		
Frontier Laundry									
Frontier Laundry	27090	1/15/2020	1/31/2020	\$56.88	\$0.00		\$56.88	1/15/2020	16
Frontier Laundry	27091	12/20/2019	1/31/2020	\$77.70	\$0.00		\$77.70	1/15/2020	16
Frontier Laundry	27088	12/6/2019	1/31/2020	\$17.50	\$0.00		\$17.50	1/15/2020	16
Frontier Laundry	27086	12/9/2019	1/31/2020	\$17.50	\$0.00		\$17.50	1/15/2020	16
		Totals for Frontier Laundry		\$169.58	\$0.00		\$169.58		
H. Fred Walker									
H. Fred Walker	NOV2019EXPENSE	12/15/2019	1/31/2020	\$302.76	\$0.00		\$302.76	1/15/2020	16
		Totals for H. Fred Walker.		\$302.76	\$0.00		\$302.76		
Helen Nelson Trucking									
Helen Nelson Trucking	19-2519	1/2/2020	1/31/2020	\$3,228.25	\$0.00		\$3,228.25	1/15/2020	16
		Totals for Helen Nelson Trucking		\$3,228.25	\$0.00		\$3,228.25		
Interstate Tax Service, Inc.									

Erie County Technical School

Open Invoice Report

Vendor Name	Invoice Number	Invoice Date	Post Date	Invoice Balance	Potential Discount	Discount Expires On	Net Amount Due	Invoice Due Date	Days Past Due
Interstate Tax Service, Inc.	22273	1/1/2020	1/31/2020	\$141.96	\$0.00		\$141.96	1/15/2020	16
<i>Totals for Interstate Tax Service, Inc.</i>				<i>\$141.96</i>	<i>\$0.00</i>		<i>\$141.96</i>		
James B. Schwab Co.									
James B. Schwab Co.	172001	12/26/2019	1/31/2020	\$507.18	\$0.00		\$507.18	1/15/2020	16
James B. Schwab Co.	172002	12/26/2019	1/31/2020	\$169.55	\$0.00		\$169.55	1/15/2020	16
James B. Schwab Co.	168077	10/29/2019	1/31/2020	\$311.23	\$0.00		\$311.23	1/15/2020	16
James B. Schwab Co.	168076	10/29/2019	1/31/2020	\$573.30	\$0.00		\$573.30	1/15/2020	16
James B. Schwab Co.	171002	12/10/2019	1/31/2020	\$693.16	\$0.00		\$693.16	1/15/2020	16
<i>Totals for James B. Schwab Co.</i>				<i>\$2,254.42</i>	<i>\$0.00</i>		<i>\$2,254.42</i>		
Jason Klins									
Jason Klins	01/02/20CREDIT	1/2/2020	1/2/2020	\$957.00	\$0.00		\$957.00	1/15/2020	16
<i>Totals for Jason Klins.</i>				<i>\$957.00</i>	<i>\$0.00</i>		<i>\$957.00</i>		
Jessica Warren									
Jessica Warren	01/02/2020EXPENSE	1/2/2020	1/31/2020	\$24.99	\$0.00		\$24.99	1/15/2020	16
Jessica Warren	01/14/20CREDIT	1/14/2020	1/31/2020	\$957.00	\$0.00		\$957.00	1/15/2020	16
<i>Totals for Jessica Warren.</i>				<i>\$981.99</i>	<i>\$0.00</i>		<i>\$981.99</i>		
Kelly Services, Inc.									
Kelly Services, Inc.	1058156	1/6/2020	1/31/2020	\$152.10	\$0.00		\$152.10	1/15/2020	16
Kelly Services, Inc.	51010782	12/23/2019	1/31/2020	\$210.00	\$0.00		\$210.00	1/15/2020	16
Kelly Services, Inc.	51122159	12/23/2019	1/31/2020	\$224.00	\$0.00		\$224.00	1/15/2020	16
Kelly Services, Inc.	51122158	12/23/2019	1/31/2020	\$380.25	\$0.00		\$380.25	1/15/2020	16
Kelly Services, Inc.	50154659	12/16/2019	1/31/2020	\$380.25	\$0.00		\$380.25	1/15/2020	16
Kelly Services, Inc.	49133040	12/9/2019	1/31/2020	\$112.00	\$0.00		\$112.00	1/15/2020	16
Kelly Services, Inc.	49133039	12/9/2019	1/31/2020	\$224.00	\$0.00		\$224.00	1/15/2020	16
Kelly Services, Inc.	49133038	12/9/2019	1/31/2020	\$380.25	\$0.00		\$380.25	1/15/2020	16
Kelly Services, Inc.	50154663	12/16/2019	1/30/2020	\$112.00	\$0.00		\$112.00	1/15/2020	16
Kelly Services, Inc.	50154662	12/16/2019	1/31/2020	\$112.00	\$0.00		\$112.00	1/15/2020	16
Kelly Services, Inc.	50154660	12/16/2019	1/31/2020	\$56.00	\$0.00		\$56.00	1/15/2020	16
Kelly Services, Inc.	50154661	12/16/2019	1/31/2020	\$112.00	\$0.00		\$112.00	1/15/2020	16
<i>Totals for Kelly Services, Inc.</i>				<i>\$2,454.85</i>	<i>\$0.00</i>		<i>\$2,454.85</i>		
Koldrock Waters, Inc.									
Koldrock Waters, Inc.	816717	12/9/2019	1/31/2020	\$22.95	\$0.00		\$22.95	1/15/2020	16
Koldrock Waters, Inc.	816713	12/9/2019	1/30/2020	\$23.95	\$0.00		\$23.95	1/15/2020	16
Koldrock Waters, Inc.	816716	12/9/2019	1/31/2020	\$23.95	\$0.00		\$23.95	1/15/2020	16
Koldrock Waters, Inc.	816715	12/9/2019	1/31/2020	\$18.45	\$0.00		\$18.45	1/15/2020	16
Koldrock Waters, Inc.	816714	12/9/2019	1/31/2020	\$32.45	\$0.00		\$32.45	1/15/2020	16
Koldrock Waters, Inc.	814703	12/15/2019	12/31/2019	\$39.45	\$0.00		\$39.45	12/31/2109	0
<i>Totals for Koldrock Waters, Inc.</i>				<i>\$161.20</i>	<i>\$0.00</i>		<i>\$161.20</i>		

Erie County Technical School

Open Invoice Report

Vendor Name	Invoice Number	Invoice Date	Post Date	Invoice Balance	Potential Discount	Discount Expires On	Net Amount Due	Invoice Due Date	Days Past Due
Kubinski Business Systems									
Kubinski Business Systems	178802	12/31/2019	1/31/2020	\$94.13	\$0.00		\$94.13	1/15/2020	16
Totals for Kubinski Business Systems				\$94.13	\$0.00		\$94.13		
Matthew Walter									
Matthew Walter	12/11/19CREDIT	12/11/2019	1/31/2020	\$3,096.00	\$0.00		\$3,096.00	1/15/2020	16
Totals for Matthew Walter				\$3,096.00	\$0.00		\$3,096.00		
National Fuel Gas									
National Fuel Gas	01/22/2020ECTS	1/22/2020	1/31/2020	\$2,221.39	\$0.00		\$2,221.39	1/22/2020	9
Totals for National Fuel Gas				\$2,221.39	\$0.00		\$2,221.39		
NOTABLE CORPORATION									
NOTABLE CORPORATION	221032	12/17/2019	1/31/2020	\$100.44	\$0.00		\$100.44	1/15/2020	16
Totals for NOTABLE CORPORATION				\$100.44	\$0.00		\$100.44		
PA Principals Association									
PA Principals Association	500004199	1/10/2020	1/31/2020	\$595.00	\$0.00		\$595.00	2/28/2020	0
Totals for PA Principals Association				\$595.00	\$0.00		\$595.00		
Pepsi Beverages Company									
Pepsi Beverages Company	48811257	1/8/2020	1/31/2020	\$514.75	\$0.00		\$514.75	1/15/2020	16
Pepsi Beverages Company	47535054	1/13/2020	1/31/2020	\$800.03	\$0.00		\$800.03	1/15/2020	16
Pepsi Beverages Company	49170954	1/6/2020	1/31/2020	\$602.60	\$0.00		\$602.60	1/15/2020	16
Totals for Pepsi Beverages Company				\$1,917.38	\$0.00		\$1,917.38		
Perry Highway Hose Company									
Perry Highway Hose Company	01/01/2020	1/1/2020	1/31/2020	\$1,000.00	\$0.00		\$1,000.00	1/15/2020	16
Totals for Perry Highway Hose Company				\$1,000.00	\$0.00		\$1,000.00		
PPG ARCHITECTURAL FINISHES									
PPG ARCHITECTURAL FINISHES	8643554	11/30/2019	1/31/2020	\$95.50	\$0.00		\$95.50	1/15/2020	16
Totals for PPG ARCHITECTURAL FINISHES				\$95.50	\$0.00		\$95.50		
Reinhart Food Service									
Reinhart Food Service	471820	1/7/2020	1/31/2020	\$842.64	\$0.00		\$842.64	1/15/2020	16
Reinhart Food Service	469135	1/7/2020	1/31/2020	\$2,264.35	\$0.00		\$2,264.35	1/15/2020	16
Totals for Reinhart Food Service				\$3,106.99	\$0.00		\$3,106.99		
Scott Electric									
Scott Electric	1778161	1/7/2020	1/31/2020	\$191.75	\$0.00		\$191.75	1/15/2020	16
Scott Electric	1747094	12/12/2019	1/31/2020	\$67.89	\$0.00		\$67.89	1/15/2020	16
Scott Electric	1747095	12/12/2019	1/31/2020	\$58.48	\$0.00		\$58.48	1/15/2020	16
Totals for Scott Electric				\$318.12	\$0.00		\$318.12		

Erie County Technical School

Open Invoice Report

Vendor Name	Invoice Number	Invoice Date	Post Date	Invoice Balance	Potential Discount	Discount Expires On	Net Amount Due	Invoice Due Date	Days Past Due
SJE FBO EnergyMark, LLC									
SJE FBO EnergyMark, LLC	1038756	12/31/2019	1/31/2020	\$50.00	\$0.00		\$50.00	1/15/2020	16
Totals for SJE FBO EnergyMark, LLC				\$50.00	\$0.00		\$50.00		
Summit Township Water Authority									
Summit Township Water Authority	01/08/2020WATER	1/8/2020	1/31/2020	\$549.98	\$0.00		\$549.98	2/10/2020	0
Totals for Summit Township Water Authority				\$549.98	\$0.00		\$549.98		
The Nutrition Group									
The Nutrition Group	32246	12/30/2019	1/31/2020	\$1,012.00	\$0.00		\$1,012.00	1/15/2020	16
Totals for The Nutrition Group				\$1,012.00	\$0.00		\$1,012.00		
Times Publishing Company									
Times Publishing Company	23608	12/21/2019	1/31/2020	\$109.50	\$0.00		\$109.50	1/15/2020	16
Totals for Times Publishing Company				\$109.50	\$0.00		\$109.50		
Unifirst Corporation									
Unifirst Corporation	1422123	1/7/2020	1/31/2020	\$83.19	\$0.00		\$83.19	1/15/2020	16
Unifirst Corporation	1422101	1/7/2020	1/31/2020	\$133.75	\$0.00		\$133.75	1/15/2020	16
Totals for Unifirst Corporation				\$216.94	\$0.00		\$216.94		
Welders Supply									
Welders Supply	262876	12/31/2019	1/31/2019	\$212.82	\$0.00		\$212.82	1/15/2020	16
Welders Supply	435787	1/13/2020	1/31/2020	\$499.06	\$0.00		\$499.06	1/15/2020	16
Totals for Welders Supply				\$711.88	\$0.00		\$711.88		
Wilkins Company, Inc.									
Wilkins Company, Inc.	50498	1/1/2020	1/31/2020	\$538.50	\$0.00		\$538.50	1/15/2020	16
Wilkins Company, Inc.	50239	12/11/2019	1/31/2020	\$135.00	\$0.00		\$135.00	1/15/2020	16
Wilkins Company, Inc.	48861	7/1/2019	1/31/2020	\$538.50	\$0.00		\$538.50	1/15/2020	16
Totals for Wilkins Company, Inc.				\$1,212.00	\$0.00		\$1,212.00		
WM. T. Spaeder Co. Inc.									
WM. T. Spaeder Co. Inc.	W12367	12/26/2019	1/31/2020	\$280.71	\$0.00		\$280.71	1/15/2019	381
Totals for WM. T. Spaeder Co. Inc.				\$280.71	\$0.00		\$280.71		
GRAND TOTALS:				\$75,406.85	\$0.00		\$75,406.85		

Erie County Technical School
Open Invoice Report

Report name: Open Invoice PNC Banki 9-27-2018
Report format: Detail
Show invoices open as of: 1/31/2020
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 all Banks
Include all Invoice Attributes
Include all Vendor Attributes

VISA Statement Ending December 27, 2019

<u>Cardholder Name</u>	<u>Budget Account Number</u>	<u>Amount</u>	<u>Supplier</u>	<u>Date</u>
Balsiger	10-61380-610-000-00-000-270	237.66	Wm Supercenter #2278	12/23/2019
Birchard	10-04990-000-000-00-000-273	207.90	Msi*millennium Si	11/29/2019
Birchard	10-61380-610-000-00-000-273	613.46	Burmax Inc	11/29/2019
Birchard	10-61380-610-000-00-000-279	136.75	Welders Supply Co	11/29/2019
Birchard	10-62440-610-000-00-000-000	158.00	Cintas 60a Sap	12/04/2019
Birchard	10-61380-610-000-00-000-273	306.49	Sally Beauty #10083	12/06/2019
Birchard	10-61380-610-000-00-000-273	468.26	The Wella Corporation	12/09/2019
Birchard	10-61380-610-000-00-000-279	925.47	Welders Supply Co	12/09/2019
Birchard	10-61380-610-000-00-000-275	208.19	Amzn Mktp Us	12/12/2019
Birchard	10-61380-610-000-00-000-273	157.80	Pca Skin Care	12/13/2019
Birchard	10-61380-610-000-00-000-275	10.23	Amzn Mktp Us	12/18/2019
Birchard	10-62840-538-000-00-000-000	229.01	Velocity Network Inc	12/18/2019
Birchard	10-62840-538-000-00-000-000	229.01	Velocity Network Inc	12/23/2019
Diplacido	10-61442-610-000-00-000-000	157.04	Officemax/Officedept#6877	12/09/2019
Diplacido	10-61442-610-000-00-000-000	24.97	Amzn Mktp Us	12/13/2019
Eggleston	10-62650-626-000-00-000-000	52.50	Country Fair #65	12/12/2019
Fair	10-62620-610-000-00-000-000	58.90	Lowe's #00226	11/29/2019
Fair	10-62620-610-000-00-000-000	39.98	Lowe's #00226	12/03/2019
Fair	10-62620-610-000-00-000-000	3.28	Lowe's #00226	12/23/2019
Foulkrod	10-62271-580-000-00-000-000	177.60	Hershey Lodge Con C	12/19/2019
Foulkrod	10-62271-580-000-00-000-000	177.60	Hershey Lodge Con C	12/19/2019
Foulkrod	10-62271-580-000-00-000-000	177.60	Hershey Lodge Con C	12/19/2019
Fox	10-61341-610-000-00-000-000	30.30	Wal-Mart #2278	12/04/2019
Fox	10-61341-610-000-00-000-000	73.31	Amazon.Com*I74i465t3	12/05/2019
Fox	10-61341-610-000-00-000-000	14.62	Wm Supercenter #2278	12/09/2019
Fox	10-61341-610-000-00-000-000	32.36	Wm Supercenter #2278	12/10/2019
Fox	10-61341-610-000-00-000-000	6.07	Michaels Stores 2030	12/10/2019
Fox	10-61341-610-000-00-000-000	4.48	Michaels Stores 2030	12/11/2019
Fox	10-61341-610-000-00-000-000	63.94	Amzn Mktp Us	12/12/2019
Fox	10-61341-610-000-00-000-000	31.16	Ac Moore Str 74	12/13/2019
Fox	10-61341-610-000-00-000-000	26.65	Ac Moore Str 74	12/17/2019
Fox	10-61341-610-000-00-000-000	127.48	Wal-Mart #2278	12/17/2019
Fox	10-61341-610-000-00-000-000	39.23	Sams Club #6675	12/17/2019
Fox	10-61341-610-000-00-000-000	40.51	Wm Supercenter #2278	12/19/2019
Fox	10-61341-610-000-00-000-000	-29.55	Wal-Mart #2278	12/23/2019
Klins	10-61370-610-000-00-000-261	130.33	Amzn Mktp Us	12/19/2019
Klins	10-61370-610-000-00-000-261	74.08	Amzn Mktp Us	12/19/2019
Klins	10-61370-610-000-00-000-261	49.88	Amzn Mktp Us	12/20/2019
Klins	10-61370-610-000-00-000-261	46.86	Amazon.Com*db0oi3zf3	12/23/2019
Long	10-61380-610-000-00-000-275	59.25	Officemax/Depot 6029	12/02/2019
Marzka	10-62620-610-000-00-000-000	37.98	Lowe's #00226	12/06/2019

VISA Statement Ending December 27, 2019

<u>Cardholder Name</u>	<u>Budget Account Number</u>	<u>Amount</u>	<u>Supplier</u>	<u>Date</u>
Massello	10-61380-610-000-00-000-278	54.55	Lowes #00226	12/10/2019
Mathews	10-61290-610-000-00-000-000	58.85	Wm Supercenter #2278	12/06/2019
Mathews	10-61290-610-000-00-000-000	31.30	Amzn Mktp Us	12/06/2019
Mathews	10-61290-610-000-00-000-000	-1.08	Amzn Mktp US Amzn.Com/Bil	12/10/2019
Mathews	10-61290-610-000-00-000-000	-8.03	Amzn Mktp US Amzn.Com/Bil	12/10/2019
Mathews	10-61290-610-000-00-000-000	-1.77	Amzn Mktp Us	12/10/2019
Mathews	10-61290-610-000-00-000-000	193.62	Amzn Mktp Us	12/10/2019
Mathews	10-61290-610-000-00-000-000	-1.85	Amzn Mktp US Amzn.Com/Bil	12/10/2019
Mathews	10-61290-610-000-00-000-000	26.97	Gfs Store #0723	12/16/2019
Mello	10-62620-610-000-00-000-000	1945.00	Hw Neiger Mill Inc	12/05/2019
Mello	10-62620-610-000-00-000-000	18.46	Tractor-Supply-Co #0554	12/12/2019
Mello	10-62620-610-000-00-000-000	23.92	Lowes #00226	12/16/2019
Mello	10-62620-610-000-00-000-000	85.34	Miller Brothers Garden	12/23/2019
Mello	10-62620-610-000-00-000-000	233.63	Meier Supply Co #11	12/23/2019
Miller	10-61370-610-000-00-000-264	20.00	Five Below 195	12/23/2019
Nichilo	10-61610-610-100-40-000-000	235.06	Matheson - L46	12/05/2019
Nichilo	10-61610-610-100-40-000-000	58.40	Lowes #00226	12/09/2019
Nichilo	10-61610-610-100-40-000-000	40.96	Matheson - L46	12/13/2019
Nichilo	10-61610-610-100-40-000-000	4.17	Matheson - L46	12/23/2019
Nichilo	10-61610-610-100-40-000-000	16.66	Matheson - L46	12/23/2019
Salorino	10-61380-610-000-00-000-266	310.71	Veritiv-Midwest	11/29/2019
Salorino	10-61380-610-000-00-000-266	132.76	Veritiv-Midwest	11/29/2019
Salorino	10-61380-610-000-00-000-266	-188.92	Veritiv-Midwest	12/02/2019
Salorino	10-61380-610-000-00-000-266	22.98	Staples 00103556	12/05/2019
Salorino	10-61380-610-000-00-000-266	206.22	Veritiv-Midwest	12/06/2019
Salorino	10-61380-610-000-00-000-266	254.81	Veritiv-Midwest	12/13/2019
Salorino	10-61380-610-000-00-000-266	94.30	Veritiv-Midwest	12/13/2019
Salorino	10-61380-610-000-00-000-266	151.55	Veritiv-Midwest	12/13/2019
Salorino	10-61380-610-000-00-000-266	-57.90	Veritiv-Midwest	12/17/2019
Sanders	10-61342-610-000-00-000-001	79.78	Instacart	12/10/2019
Sanders	10-61342-610-000-00-000-001	106.66	Instacart	12/24/2019
Scalise	10-62834-580-000-00-000-000	29.26	Troegs Brewing Company	12/13/2019
Scalise	10-62834-580-000-00-000-000	-80.00	Hotel Hershey	12/16/2019
Scalise	10-62834-580-000-00-000-000	320.00	Hotel Hershey	12/16/2019
Smith	10-62840-618-000-00-000-000	453.12	Dmi* Dell Hlthcr/ptr	12/06/2019
Smith	10-62840-618-000-00-000-000	511.08	Dmi* Dell Hlthcr/ptr	12/12/2019
Smith	10-62840-618-000-00-000-000	149.38	Msft * E04009nmdg	12/13/2019
States	10-61330-610-000-00-000-000	1797.93	School Nurse Supply Inc	12/17/2019
States	10-61330-610-000-00-000-000	1148.88	Staples 00103556	12/18/2019
Steever	10-61380-610-000-00-000-271	221.09	The Home Depot 4124	12/02/2019
Steever	10-61380-610-000-00-000-271	63.44	Autozone #1825	12/26/2019

VISA Statement Ending December 27, 2019

<u>Cardholder Name</u>	<u>Budget Account Number</u>	<u>Amount</u>	<u>Supplier</u>	<u>Date</u>
Steever	10-61380-610-000-00-000-271	21.71	The Home Depot #4124	12/26/2019
Tarasovitch	10-62380-610-000-00-000-000	114.90	Krispy Kreme 0369	11/29/2019
Tarasovitch	10-62380-610-000-00-000-000	10.00	Wegmans #075	12/09/2019
Tarasovitch	10-01340-000-000-00-000-000	1000.00	Wal-Mart #2278	12/19/2019
Tarasovitch	10-01340-000-000-00-000-000	1000.00	Wm Supercenter #2278	12/19/2019
Vonvolkenburg	10-62620-610-000-00-000-000	59.52	Homedepot.Com	12/09/2019
Vonvolkenburg	10-62620-610-000-00-000-000	31.80	Fiskars Brands	12/11/2019
Vonvolkenburg	10-62620-610-000-00-000-000	29.99	Office Depot #5910	12/18/2019
Vonvolkenburg	10-62620-610-000-00-000-000	97.37	Officemax/Officedept#6877	12/18/2019
Vonvolkenburg	10-62620-610-000-00-000-000	1537.99	Gih*globalindustrialeq	12/23/2019
Walter	10-61380-610-000-00-000-271	-1.93	Amazon.Com Amzn.Com/bill	12/04/2019
Walter	10-61380-610-000-00-000-271	-4.68	Amzn Mktp US Amzn.Com/Bil	12/04/2019
Walter	10-61380-610-000-00-000-271	53.22	Amzn Mktp Us	12/05/2019
Walter	10-61380-610-000-00-000-271	-4.96	Amzn Mktp US Amzn.Com/Bil	12/05/2019
Walter	10-61380-610-000-00-000-271	-0.54	Amzn Mktp US Amzn.Com/Bil	12/05/2019
Walter	10-61380-610-000-00-000-271	-3.02	Amzn Mktp US Amzn.Com/Bil	12/05/2019
Walter	10-61380-610-000-00-000-271	45.90	Harbor Freight Tools 158	12/10/2019
Walter	10-61380-610-000-00-000-271	180.63	Harbor Freight Tools 158	12/17/2019
Walter	10-61380-610-000-00-000-271	160.08	Lowes #00226	12/19/2019
Walter	10-61380-610-000-00-000-271	139.99	Harbor Freight Tools 158	12/20/2019
Walter	10-61380-610-000-00-000-271	165.97	Harbor Freight Tools 158	12/20/2019
Warren	10-61290-610-000-00-000-000	11.99	Amzn Mktp Us	12/05/2019
Warren	10-61290-610-000-00-000-000	115.38	Amzn Mktp Us	12/10/2019
Warren	10-61290-610-000-00-000-000	53.50	In *fuhrmans Cider Mill	12/23/2019
Wilber	10-61380-610-000-00-000-265	139.95	Grammarly Colnn4p87	12/24/2019
Woodburn	10-01320-000-000-00-000-000	79.14	Walmart Grocery	12/04/2019
Woodburn	10-01320-000-000-00-000-000	13.00	Skillsusa Org	12/11/2019
Woodburn	10-01320-000-000-00-000-000	13.00	Skillsusa Org	12/12/2019
Woodburn	10-01320-000-000-00-000-000	13.00	Skillsusa Org	12/12/2019
Woodburn	10-01320-000-000-00-000-000	26.00	Skillsusa Org	12/12/2019
Woodburn	10-01320-000-000-00-000-000	356.00	Country Meats	12/16/2019
Woodburn	10-01320-000-000-00-000-000	39.00	Skillsusa Org	12/16/2019
Woodburn	10-01320-000-000-00-000-000	85.28	Walmart Grocery	12/18/2019
Total for December 2019		\$	19,957.11	

Human and Quality Resources Report

January 2020

ISO.

The ISO audit kickoff will be in January as usual, and the five audit teams will conduct the internal audits through May. The programs to be audited will take place in conjunction with the formal curriculum audits in order to streamline efforts and interviews.

Parent Satisfaction Surveys will be distributed with first quarter report cards, results will be compiled and reviewed.

STAFFING.

Kelly Services

Additional subs were 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 have been difficult to fill. Most districts are having the same issues with the lack of substitutes.

Professional

At this time, there are no formal retirements to report. There is a possibility that at least one instructor will retire but there has not been a submission of a letter at this time.

FINGERPRINTING.

Fingerprinting has ramped up with the additional people that need to have clearances for their employment. In addition, there have been some technical issues that have been addressed.

PAYROLL.

Reports needed for completion of the 1095's were submitted. End of the year payroll preparations were made for W-2's. Both of these forms are to be distributed with the next payroll.

**Erie County Technical School
Director's Report
January 2020**

Roundabout

1. There has been no activity on the ECTS site.
2. No contact from PennDOT regarding the sale or process for eminent domain.

Renovation Status

1. Contacted Architect Chris Coughlin provided an initial line drawing of the renovation project for consideration with a request for initial input.
2. Dr. Walker, Principal Tarasovitch, and Facilities Manager VonVolkenburg collated a list of questions for clarification and requested a brief meeting with Architect Coughlin to review the questions prior to calling a meeting of the Renovation Committee.
3. Design and drawings are progressing as scheduled.
4. With changes in the JOC and Bill Hall's retirement, it is time to consider replacements for the Renovation Committee.
5. Payments for architectural services – Three payments to equal \$675K:
 - a. Invoices went to School Districts in October for initial payment (1/3 of \$675K).
 - b. Initial payment to the Architect was made as scheduled.
 - c. Payment two (2) of three (3) will be billed in approximately February-March 2020.
 - d. Payment three (3) of three (3) will be billed at project completion in approximately April.
6. The ECTS will process financial transactions for the design work on a "pass-through" basis. The ECTS will prepare/send invoices to each school district for their pro-rated shares of the design work.

CAEP Contract

1. The Superintendents (PAC) selected a new vendor for CAEP services in 2020/2021 – One (1) year contract.
2. The Superintendents (PAC) have recommended the JOC consider/approve a draft contract for CAEP services in 2020/2021 – One (1) year contract.
3. Following an initial contract year, the PAC discussed the desirability of moving to a longer contract period for several reasons.

RCTC

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

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. PDE Target School Safety Equipment Grant.
 - a. Decisions much later than anticipated (Expected in early Fall 2019).
 - b. Pre-award notice received the week of January 6th, 2020.
 - c. Update of contact information requested with re-submission of grant application.
 - d. Exact date of award notification not provided by PDE.
3. Perkins Grant.
 - a. The ECTS generally receives ~\$325K+ in Perkins funds each year.
 - b. The largest cost allocation of the ECTS for Perkins funds pays for Teaching Aides.
 - c. Significant changes in process, pre-application requirements (Comprehensive Local Needs Assessments), and pre-submission prior to being allowed to submit a Perkins Grant Application (2020 and going forward).
 - d. Dr. Walker has completed ALL mandatory Perkins Grant trainings and meetings.
 - e. The ECTS teams worked collaboratively to conduct the CLNA and are prepared to submit the CLNA pre-application requirements when the grant window opens in mid-January.

Budget

1. ECTS 2020/2021 Proposed Budget.
 - a. We are currently where we should be with our progress in the budget process.
 - b. PAC supports the proposed budget.
 - c. JOC consideration of the proposed budget -- Tonight.
 - d. Next steps and timing in the ECTS Consortium budget process.

ECTS Operations

1. Joint JOC/PAC/ECTS dinner event/meeting – Planning for early February.
 - a. NOT a formal business meeting.
 - b. Light agenda for context.
2. Risk, Vulnerability, and Assessment Team inspection Completed (December 2019).
 - a. Report available in January or February 2020.
 - b. The RVAT inspection report will come to the JOC.
3. SkillsUSA Regional Competition – Friday, January 17th, 2020 at the New Castle School of Trades
4. All teaching observations completed as scheduled for the Fall 2019 (Director = 1/2 , Principal = ½).
5. All semi-annual evaluations for Vocational I teachers (non-tenured teachers) for the fall 2019 to be completed January 30th and 31st, 2020.
6. Scheduling teaching observations for the Spring 2020 (Director = 1/2 , Principal = ½).
7. PCCD Safety Grant (\$300K+) – Due November 4, 2019 – Still no formal response.
 - a. Supplemental Equipment Grant (\$35 -- \$50K depending on OAC requests)
Due in approximately late November/December – The grant has not been posted yet.
 - b. Perkins Grant – Two primary submission dates (\$325K+) – Comprehensive Learning Needs Assessment (CLNA) and full application – January 2020 and late spring/early summer.
 - c. The Perkins CLNA was completed in two meetings – Late November and early December.
 - d. The Perkins CLNA must be submitted via PDE eGrants website for approval prior to becoming eligible to submit a full Perkins Grant Application.
 - e. The window for CLNA submission is mid-January.

Student Activity

1. Sandy Carr and Lesa Scalise Presenting.

High School Activity Report

January 2020

Holiday Gift Cards: The Erie County Technical School friends and family raised \$1,000.00 for the annual Student Holiday Gift Cards, which the Foundation generously voted to match the funding to get the total to \$2000.00. Eighty cards were distributed to students who were identified with the help of many sources. Mary Foulkrod, Lisa Sorensen, and Deputy DeHart could relate stories from recipients that would bring a smile to any scrooges face – **THANK YOU** to the Erie County Technical School family and friends for their continued support to this worthy project.

Sharing a Bit of Cheer: The continued generosity and support of the Abiding Hope Lutheran Church allowed for 8 ECTS families were provided Christmas food baskets. Lisa Sorensen, Mr. Tarasovitch and the team of Mary Foulkrod and Terri Birchard divided the travel and delivery where each of them witnessed a true appreciation from the families that received this wonderful gift. A special thank you to Mrs. Analee Cree who is an Instructional Aide at ECTS and a member of the Abiding Hope Lutheran congregation; she has been the driving force for these years to acquiring the gift baskets.

Sharing Even More...Cheer: Retired Automotive Technology Instructor Dave Michalak and the Elks Lodge #67 contacted Mr. Tarasovitch to investigate families that could benefit from a Christmas Food Basket. The Elks Lodge #67 provided 10 baskets to be distributed. Members of the staff divided the travel and delivery of these baskets – Joe Tarasovitch, Lisa Sorensen, Melinda Jobczynski, and Gina Zona. A special “thank you” to Mr. Dave Michalak and the Elks Lodge #67 for engaging ECTS and our families in their generosity of their food baskets drive for the second consecutive year.

End of 1st Semester: The end of the semester was on Thursday, January 16th. The second quarter and semester grades were mailed to the Home Schools and to students’ homes on Tuesday, January 22nd.

Skills USA competition: Mr. Travis Woodburn and Mr. Michael Miller chaperoned the students who were competing in the Skills USA District competitions. The district competitions were held on Friday, January 17th at the New Castle Technology Center.

The Erie County Technical School had 30 students participate at the regional competition; results will be shared in the future.

Mr. Tracy Massello was also involved in the District competition, acting as an advisor/chairman for the competition.

(See attached list of the competitors and winners).

3rd. Principal Meeting: The Erie County Principals held their third meeting on Tuesday, January 21st. Joe Tarasovitch shared the second semester grades and any student issues with grades and attendance with each district.

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

Maintenance Department Report for January 2020

I. MANAGER ACTIVITIES

A. Accomplishments

1. Risk and Vulnerability Assessment Summary
2. Met with contractors to review and get quotes for future projects
3. Scheduled SDS binder reviews for all labs
4. Scheduled safety walk through all labs
5. Communicated with the following Contractors/Vendors:

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

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. Installed spray booth curtains in Auto Body repair
3. Installed shelving units for Precision Machining and Computer Networking
4. Repaired Dishwasher and Booster Heater

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 Compliance
2. Fire drills completed

Technology Board Report

Cloud Migration

Continued our efforts to prepare our Office 365 tenant to assume our various file services, wiki spaces, classroom platforms and our emails. The process is complex when you have as many on premise services as we do; and the roll out plan requires some balance given our interdependencies.

Print Systems

We have entered into contract with ComDoc a Xerox Solutions provider for a managed print service which will outfit every classroom with a multi-function scanner and printer. The in-classroom scanning need has increased exponentially with our efforts to grow and support both our collection of student portfolio elements digitally as well as complimenting the efforts of our participating districts for their artifact collection requirements. The machines will be implemented over the next few months; and full functionality is planned for next school year. With the ComDoc managed print contract, we have enveloped all of our copiers as well and will be replacing all of our copiers. Most are beyond their initial capital planned replacement expectancy, and the capital budget plan is there to support this. This entire project has planned organizational savings in consumables, service, and local labor to maintain them.

PA Advancing Grant

Discuss the PA Advancing Grant application initiated by the Fairview School District with the Administration. The Grant Application proposes adopting Virtual Reality in the classroom to support instructional outcomes. Additionally, Fairview has developed a plan for a local Virtual World that each participating entity could develop and publish content within. We identified conceptually how ECTS could benefit from participating in the grant both instructionally and organizationally reaching graduate, current, prospective and curious students through the virtual world.

Upon agreeing to support the application administratively, we assembled key faculty to champion adopting the technology and concepts. Mariea Sargent, Drafting and Design, Michael Miller, Computer Networking, Jason Klins, Computer Programming, Joe Salorino, Graphic Arts, and Danielle Wilber, Art and Design, Lisa Sorensen, Admissions embraced the grant concept, and supported the decision to move forward. We therefore submitted our letter of participation the Fairview School District.

Digital Media

With the adoption of our classroom tablets and TV's in many cases we no longer have the functionality to play DVD in some classrooms. Rather than making the supportive hardware investment, we have been encoding many of these DVD's to digital files, and loading them into our Office365 Stream server designed for this content from an array of devices. In the long run this supports our goals of a fully populated learning platform in Office 365.



Recommendation Prepared Exclusively For:

Erie County Technical School

Date: December 13, 2019

Jake Gamble
Senior Account Executive
814.450.6990
jgamble@comdoc.com



A Xerox Company

Summary of Current Situation:

- Student classroom setting with multiple users
- Instructional classes to prepare students for college in multimedia and design, and/or immediate employment into the workforce
- Limited workflow in place for students to submit files to be digitally printed on the production floor
- Only (1) digital production solution in place today (Ricoh 6501) – With only (1) device this creates bottlenecks at the device, and over usage on machine trays
- ECTS is always looking for state of the art learning curriculums to better position the students for future endeavors
- EFI Fiery workflow in place today

Summary of Current ECTS Fleet:

Print Shop – (1) Ricoh 6501 w/High Capacity Feeder

Administration – (1) Konica Minolta C452 w/3 hole punch & 2 Staple Finishing

High School – (1) Ricoh 8002 Booklet Maker Finishing

CAER-SC – (1) Ricoh 3003 no finisher or 1 staple, 3 hole punch

ECTS 18 Programs/6 Offices – Mix of Dell 3110 & Dell 3845

Items for Consideration with a New Solution

- Xerox FreeFlow Core Software
 - Implementing this software as a new curriculum for the students
 - This will create a much improved workflow for students, enabling them to submit files to be printed with ease.
 - The students will have the ability to create hot folders, job routing to a device of choice and more
- Our recommendation would be (2) digital color devices (1 Production Unit, 1 for redundancy) for the ECTS Print Shop for an improved student experience, limiting those bottleneck inefficiencies at the devices, and giving more time back to the students
- Continue utilizing EFI Fiery workflow and command workstation tools, keeping the students on the cutting edge of file preparation.
- Enterprise wide school solution upgrading all printing devices to new Xerox technology

CPO Xerox C60 – Print Shop Digital Production Unit - \$20,000.00 ea.

Configuration for This Proposal

- 65 pages per minute **Black**
- 60 pages per minute **Color**
- Integrated EFI Fiery Print Server with Command Workstation
- Automatic Duplexing up to 94lb cover
- Simplex up to 110lb cover
- 13x19.2 maximum sheet size
- Paper Tray Configuration: 5 Total Trays
 - (2) Tray High Capacity Paper Feeder (up to 4,000 sheets 13x19.2)
 - (2) standard catch trays (up to 500 sheets ea up to 13x19.2)
 - (2) Tandem trays that hold up to 870 sheets & 1,140 sheets (8.5x11 only)
- Copy, Print, Scan, Fax



New Xerox C8000 – Print Shop Redundancy - \$3,800.00 ea.

Xerox Quick Facts

- **Standard:** Print
- Up to 45ppm Print output
- Custom paper sizes: 3.5 x 3.9 in. to 12.6 x 18 in.
- Print resolution: up to 1,200 x 2,400 dpi
- PCL 5e, PCL6, Adobe PostScript 3

MULTIPLE PAPER TRAY OPTIONS TO FIT EVERY NEED

6 Optional Envelope Kit (replaces Tray 1) provides trouble-free feeding of up to 50 envelopes.

7 Tandem Tray Module adds up to 2,000 sheets; 8.5 x 11 in./A4, B5 (64 to 300 gsm).

8 Two Tray Module adds up to 1,040 sheets with custom sizes of 3.9 x 5.8 in. to 12.6 x 18 in./ 100 x 148 mm to 320 x 457.2 mm (64 to 300 gsm).

9 High Capacity Feeder adds up to 2,000 sheets with standard sizes of 8.5 x 11 in., 7.25 x 10.5 in./ A4, B5 (64 to 216 gsm).



Xerox® VersaLink® C8000 and C9000
Default Configuration

Configuration for This Proposal

- 45 pages per minute **Black & Color**
- 1,200 x 2,400 DPI
- Paper Tandem Tray Configuration:
 - Tray 1: 520 sheets; supports 5.5x7 to 11.7x17
 - Tray 2: 520 sheets; supports 5.5x7 to 12.6x18
 - Tandem Trays; up to 2,000 sheets 8.5x11
- Tablet like color touch screen user interface



CPO Xerox C60 – High School Copier - \$14,900.00 ea.

Configuration for This Proposal

- 65 pages per minute **Black**
- 60 pages per minute **Color**
- Automatic Duplexing up to 94lb cover
- Simplex up to 110lb cover
- 13x19.2 maximum sheet size
- Paper Tray Configuration: 5 Total Trays
 - (2) Tray High Capacity Paper Feeder (up to 4,000 sheets 13x19.2)
 - (2) standard catch trays (up to 500 sheets ea up to 13x19.2)
 - (2) Tandem trays that hold up to 870 sheets & 1,140 sheets (8.5x11 only)
- Copy, Print, Scan, Fax
- Business ready booklet finisher w/C/Z Fold



ComDoc Equipment Recommendation: Enterprise Wide School Solution

New Xerox AltaLink C8035 – Administration - \$6,900.00 ea.

Xerox Quick Facts

- **Standard:** Copy, Print, Scan, Fax, Email
- Up to 45ppm Print output
- Custom paper sizes: 5.5 x 8.5 in. to 11 x 17 in.
- Print resolution: up to 1,200 x 2,400 dpi
- PCL 5e, PCL6, Adobe PostScript 3

Competitive Edge

- **Scan paper into digital files** - On-board scanning solutions come standard, and require no extra software or middleware: Single Touch Scan, Optical Character Recognition with searchable PDF creation, Print from and scan to USB device, and Scan to Email, Mailbox, and Network. New Xerox ConnectKey Devices also come Standard with Optical Character Recognition, as well as easy translate features to further simplify day-to-day operations.
- **Customize your workflows** - Built on the Xerox EIP platform, Xerox Workflow Solutions let you install productivity-enhancing software directly on the device for fast, easy access via the color touch screen interface.
- **Mobile and Cloud Ready**—The AltaLink C8045 comes standard with Apple AirPrint, Google Cloud Print, Xerox Print Service, and Mopria Print Service Plugins for Android, to allow your office to print on the go.
- **Remote Control Panel** - Remotely and securely operate the AltaLink C8045 control panel from any office PC as though you were standing at the device. The Remote Control Panel makes it easier and more convenient to troubleshoot and to train users, and for IT staff to remotely view and monitor the user interface. And during a remote session, walk-up users are notified at the device to prevent simultaneous system changes. Plus, advanced print drivers and free device management tools let you remotely monitor real-time performance and available resources for greater uptime.
- **Consistent user experience** - The AltaLink C8045 features the same Xerox ConnectKey Controller as our other latest-generation tabloid-size multifunction printers, making users more comfortable operating the devices because of their common look and feel.

Configuration for This Proposal

- 45 pages per minute **Black & Color**
- 1,200 x 2,400 DPI
- 16 lb. bond to 95lb. cover 60 to 216 gsm Paper Stock
- Automatic Duplexing
- Paper Tray Configuration: 5 Total Trays
 - Tray 1: 520 sheets; supports 5.5x7 to 11x17
 - Tray 2: 520 sheets; supports 5.5x7 to 11x17
 - Tray 3: 870 sheets supports 8.5x11
 - Tray 4: 1,130 sheets supports 8.5x11
 - Tray 5: 100 sheet bypass tray
- Single-Pass Duplex Automatic Document Feeder
- Tablet like color touch screen user interface
- Office Finisher with Stapling & Hole Punch
- Network Printing, full color scanning



ComDoc Equipment Recommendation: Enterprise Wide School Solution

New Xerox VersaLink C405 – CAEP-SC - \$1,130.00 ea.

Xerox Quick Facts

- **Standard:** Copy, Print, Scan, Fax, Email
- Up to 36 ppm Print output
- Custom paper sizes: 5.5 x 5.5 in. to 8.5 x 14 in.
- Print resolution: up to 1200 x 1200 dpi
- Standard paper capacity: 550 sheets
- Single Pass Document Feeder (Up to 200IPM)

Competitive Edge

- **Scan paper into digital files** - Onboard scanning solutions come standard, and require no extra software or middleware: Single Touch Scan, On-box Optical Character Recognition with searchable PDF creation, Print from and scan to USB device, and Scan to Email, Mailbox, and Network. New Xerox ConnectKey Devices also come Standard with Optical Character Recognition, as well as easy translate features to further simplify day-to-day operations.
- **Customize your workflows** - Built on the Xerox EIP platform, Xerox Workflow Solutions let you install productivity-enhancing software directly on the device for fast, easy access via the color touch screen interface.
- **Mobile and Cloud Ready**—The VersaLink C405 comes standard with Apple AirPrint, Google Cloud Print, Xerox Print Service, and Mopria Print Service Plug-ins for Android, to allow your office to print on the go.
- **Remote Control Panel** - Remotely and securely operate the VersaLink C405 control panel from any office PC as though you were standing at the device. The Remote Control Panel makes it easier and more convenient to troubleshoot and to train users, and for IT staff to remotely view and monitor the user interface. And during a remote session, walk-up users are notified at the device to prevent simultaneous system changes. Plus, advanced print drivers and free device management tools let you remotely monitor real-time performance and available resources for greater uptime.
- **Consistent user experience** - The VersaLink C405 features the same Xerox ConnectKey Controller as our other latest-generation tabloid-size multifunction printers, making users more comfortable operating the devices because of their common look and feel.

Configuration for This Proposal

- 36 pages per minute **Black&White/Color**
- 1,200 x 1,200 DPI
- 60 to 125 gsm Paper Stock
- Automatic Duplexing
- Single Pass Document Feeder
- Scan Speed 58 ipm
- 150 Sheet Bypass Tray
- Standard Collating
- Network Printing
- Extra Paper Tray with Stand



ComDoc Equipment Recommendation: Er

olution

New Xerox VersaLink C405 – Programs/Offices: \$980.00 ea.

Xerox Quick Facts

- **Standard:** Copy, Print, Scan, Fax, Email
- Up to 36 ppm Print output
- Custom paper sizes: 5.5 x 5.5 in. to 8.5 x 14 in.
- Print resolution: up to 1200 x 1200 dpi
- Standard paper capacity: 550 sheets
- Single Pass Document Feeder (Up to 200IPM)

Competitive Edge

- **Scan paper into digital files** - Onboard scanning solutions come standard, and require no extra software or middleware: Single Touch Scan, On-box Optical Character Recognition with searchable PDF creation, Print from and scan to USB device, and Scan to Email, Mailbox, and Network. New Xerox ConnectKey Devices also come Standard with Optical Character Recognition, as well as easy translate features to further simplify day-to-day operations.
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- Automatic Duplexing
- Single Pass Document Feeder
- Scan Speed 58 ipm
- 150 Sheet Bypass Tray
- Standard Collating
- Network Printing



Xerox FreeFlow Core Software - \$11,250.00 ea.

Xerox® FreeFlow® Core On-Premise

Xerox® FreeFlow Core has an on-premise solution configuration designed to serve as the backbone of all our Xerox® production workflow solutions. On-premise means you run the software on your computer server, and have total control over configuration and integration with your current workflow systems and printers. FreeFlow Core on-premise is best suited for customers looking for advanced automation, wider integration and access to extended automation solutions from Xerox.

You choose the options that are right for you...

Xerox® FreeFlow Core—A total solution for entry-level automated print production, including JDF/JMF connectivity to external systems. It lets you build workflows for conversion, preflight, image enhancement, imposition and print job submissions.

FreeFlow Advanced Prepress module—Provides powerful tools for PDF optimization, color management, document manipulation and annotation. This module helps you speed through a wide range of file optimization actions, including adding barcodes, pressmarks, text and images to documents.

FreeFlow Advanced Automation module—Automates your entire production process by transforming manual steps in your workflow into programmed actions, with services that automate job processing decisions. Enables the use of any Hot Folder or CLI application within an automated workflow.

FreeFlow Output Management module—Adds the ability to implement even smarter decision making regarding when and where your jobs will be printed. Also enables automated aggregation and ganging for increased print and post-print productivity.

FreeFlow Variable Data module—This module enables FreeFlow Core to accept Xerox® Variable Information Production PrintWare (VIPP®) jobs and PDF/VT jobs. The FreeFlow VI Suite uses VIPP technology to deliver benchmark productivity in personalized communication workflows; PDF/VT is an emerging variable data standard and FreeFlow Core has full PDF/VT record processing support.

STREAMLINE YOUR PRINT PROCESS TO REDUCE YOUR COSTS

Now you can automate your print tasks with a solution that makes your entire operation more productive, day in and day out. FreeFlow Core keeps each job moving to make your organization super efficient, so you spend less time processing jobs in-house and have more time to build new business.

SEAMLESS INTEGRATION WITH YOUR CURRENT—EVEN HYBRID—WORKFLOWS AND NON-XEROX PRINTERS

FreeFlow Core easily integrates with your current workflow and work processes. It is a PDF-based tool, so jobs can easily be routed to any printer or any destination. Regardless of how you are getting your work done today, FreeFlow Core can step right in and quickly make your shop run more efficiently and more productively.

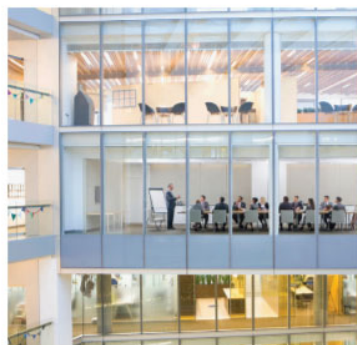
A SIMPLE SET-UP-AND-GO SOLUTION THAT'S EASY TO USE

FreeFlow Core is browser-based and includes EasyStart workflows to help users through the process of creating and managing workflows. It hides the complexity of individual operations and workflow programming while it provides an intuitive graphical user interface. The simple drag-and-drop interface means you don't need a software engineering degree to create workflows. Now anyone can easily manage jobs and get them done in a fraction of the time.

YOU CHOOSE HOW THE SOFTWARE IS DEPLOYED

FreeFlow Core has an on-premise solution configuration. You install, configure and run the software from your own computer server.

Or let Xerox host the software for you with our FreeFlow Core cloud configurations. We set up, host and manage the software for you. You just log in and start automating.



AFFORDABLE FOR ANY SIZE OPERATION

Automation is no longer just for big guys. Whether your organization is 3 or 300 people, FreeFlow Core offers a highly productive workflow solution. Multiple product configurations and attractive price points mean even small- to medium-sized organizations now have automation within reach. And no matter how many print engines you have, there is never an additional charge.

ComDoc Financial Agreement: Enterprise Wide School Solution

Xerox C60 CPO (Print Shop)	Included
Xerox AltaLink C8045 (Print Shop Redundancy)	Included
Xerox FreeFlow Core (Software Solution)	Included
Xerox C60 CPO (ECTS High School)	Included
Xerox AltaLink C8035 (Administration)	Included
Xerox VersaLink C405 w/Stand (CAEP-SC)	Included
Xerox VersaLink C405 (Programs/Offices)	Included
Delivery, set-up & user training	Included
Network Implementation	Included
All Service, Parts & Labor	Included
All inclusive Supplies (excluding paper and staples)	Included

ComDoc Monthly Service Base \$00.00/Mo.

Usage Summary

Usage Rate per B&W Impression	\$0.009
Usage Rate per Color Impression	\$0.05
Usage Rate per Color Impression (Xerox C405 ONLY)	\$0.065

Considerations/Benefits for This Proposal

- All pricing is PEPPM/ COSTARS
- ComDoc's Customer Care Center team is available and ready to help over the phone and online. Comprised of ComDoc's document and device experts, our Customer Care Center team is ready to answer any questions or problems you might have
- ComDoc Erie/Bufalo has 28 local certified technicians to assist with any repairs or technical concerns that cannot be resolved over the phone. Local Service to Cleveland and State College.
- ComDoc service standards hold an average 4-hour response time – from a service call being placed to a service technician on-site to resolve any issues
- Includes delivery, training, set-up and network implementation
- One point of accountability for maintenance, service, supplies



GEMCITY™
VR EDUCATION



Curriculum Integration

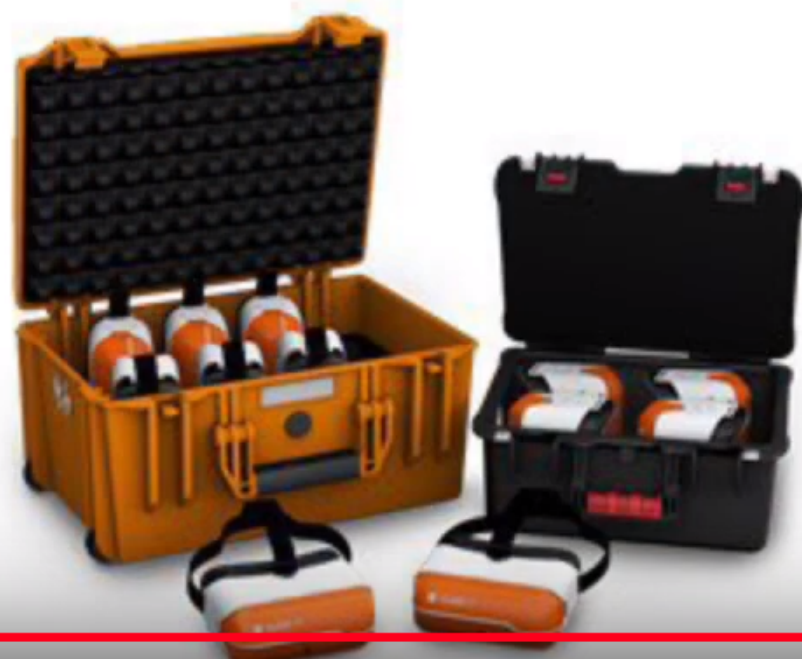






What do districts receive?

- Professional Development - Teacher Training and Setup
- ClassVR Headsets
- ClassVR Curriculum Experiences
- Oculus Quest VR Headsets - for Creative Apps
- Teacher Stipends for Professional Development (After School Programs)
- Community Based Display Portal



Supervisors of Instructional Support Services Report
January 2020
Lesa Scalise and Sandra Carr

Curriculum Development

Sandy met with instructors to review their curriculum work completed during the first semester. Instructors have reviewed and adjusted their scope and sequence charts and task lists, developed curriculum maps, and cross-walked task lists to their units of instruction.

NOCTI Testing

Mary Foulkrod and Sandy have started planning for April's NOCTI testing. Written and performance tests will be administered the week of April 20. Instructors are contacting evaluators for the performance test scheduled for April 23. We have approximately 180 seniors testing this year.

Special Education

Second quarter grade reports for students with disabilities was sent to the special education teachers, case managers and guidance counselors. Our instructional aides are working with students on project completion, organization, and portfolio completion.

Literacy... "Thinking in Writing"

Instructors provided some great examples of incorporating literacy in their courses during Quarter 2. For the third quarter, instructors are planning assignments for students to summarize/paraphrase and make inferences. These higher-order thinking activities challenge students as they read their texts. Taking time to teach critical reading skills is time well spent and furthers our goal to develop critical thinkers.

**Erie County Technical School
Joint Operating Committee Member Attendance
2018-2019**

School District	Representative	Date Appointed	10/25/18	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	No. Attended	Percent Attended
Fairview	Mahoney	December 2019												p	1	100%
Ft LeBoeuf	Dinsmore	December 2019												p	1	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													0	0%
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	33%
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	7	64%
Wattsburg	O'Donnell	December 2019												p	1	100%
Monthly Total			10	11	9	9	9	9	9	9	9	10	10	9		
Monthly Percentage			91%	100%	82%	82%	82%	82%	82%	82%	82%	91%	91%	82%		81%

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

		December 2019						January 2020					
Program	Capacity	Program/Year Level			Total	Chg/ Prior Mth	Chg/ Sept	Program/Year Level			Total	Chg/ Prior Mth	Chg/ Sept
		1st	2nd	3rd				1st	2nd	3rd			
Art & Design	48	16	15	14	45	0	0	16	15	14	45	0	0
Auto Body	48	12	9	6	27	0	0	12	9	6	27	0	0
Automotive Technologies	48	9.5	9.5	12	31	(1)	(2)	9.5	9.5	12	31	0	(2)
Automotive Technologies	48	9.5	9.5	12	31	0		9.5	9.5	12	31		
Computer Networking	48	19	11	14	44	0	0	19	11	14	44	0	0
Computer Info. Systems	48	18	9	8	35	0	0	18	9	8	35	0	0
Construction Trades	48	9	10	4	23	(1)	(3)	9	10	4	23	0	(3)
Cosmetology	48	16	17	14	47	0	0	16	17	14	47	0	0
Culinary Arts	48	13.5	12	7.5	33	0	(2)	13	12	7.5	32.5	(1)	(3)
Culinary Arts	48	13.5	12	7.5	33	0		13	12	7.5	32.5		
Diversified Occupations		0	0	0	0	0	0	0	0	0	0	0	0
Drafting & Design	48	14	17	9	40	0	1	14	17	9	40	0	1
Early Childhood Education	48	13	11	5	29	(1)	(1)	13	11	5	29	0	(1)
Electrical Engineering	48	22	11	11	44	0	(2)	22	11	11	44	0	(2)
Facilities Maintenance	48	21	12	12	45	0	(1)	21	12	12	45	0	(1)
Graphic Communications	48	13	14	7	34	0	0	13	14	7	34	0	0
Health Assistant	48	17	11	13	41	(1)	(2)	17	11	13	41	0	(2)
Metal Fabrication	48	19	15	9	43	0	0	19	15	9	43	0	0
Precision Machining	48	16	8	6	30	0	(2)	16	8	6	30	0	(2)
Tourism & Hospitality	48	12	9	6	27	0	0	11	9	6	26	(1)	(1)
TOTALS	912	283	222	177	682	(4)	(17)	281	222	177	680	(2)	(19)
Percent of Capacity		74.8%						74.6%					
Date of Report		Monday, December 9, 2019						Monday, January 13, 2020					
School District	Quota	Program/Year Level			Total	Chg/ Month	Chg/ Sept	Program/Year Level			Total	Chg/ Month	Chg/ Sept
		1st	2nd	3rd				1st	2nd	3rd			
Fairview	83	25	14	10	49	0	(1)	25	14	10	49	0	(1)
Fort LeBoeuf	83	23	13	20	56	0	0	22	13	20	55	(1)	(1)
General McLane	83	23	20	13	56	(1)	(2)	22	20	13	55	(1)	(3)
Girard	83	26	26	20	72	0	(1)	26	26	20	72	0	(1)
Harbor Creek	83	20	17	12	49	0	0	20	17	12	49	0	0
Iroquois	83	19	19	10	48	0	(2)	19	19	10	48	0	(2)
Millcreek	83	51	38	34	123	(2)	(2)	51	38	34	123	0	(2)
North East	83	26	19	17	62	0	(2)	26	19	17	62	0	(2)
Northwestern	83	26	17	9	52	0	(1)	26	17	9	52	0	(1)
Union City	83	26	18	13	57	(1)	(6)	26	18	13	57	0	(6)
Wattsburg	83	18	21	19	58	0	0	18	21	19	58	0	0
Totals	912	283	222	177	682	(4)	(17)	281	222	177	680	(2)	(19)

Career Alternative Education Program
Transition Center 2019-20

December 9, 2019

January 1, 2020

District	Career Alternative Education			Center	District	Career Alternative Education			Transition Center
	Middle School	High School	Total			Middle School	High School	Total	
Fairview	-	-	-	5	Fairview	-	-	-	5
Fort LeBoeuf	-	2	2	5	Fort LeBoeuf	1	1	2	5
General McLane	-	2	2	4	General McLane	-	1	1	4
Girard	-	-	-	3	Girard	-	-	-	3
Harbor Creek	-	2	2	1	Harbor Creek	1	2	3	1
Iroquois	3	4	7	5	Iroquois	3	4	7	5
Millcreek	-	4	4		Millcreek	-	3	3	
North East	1	3	4	6	North East	1	3	4	6
Northwestern	-	1	1		Northwestern	-	1	1	
Union City	-	-	-	7	Union City	-	-	-	7
Wattsburg	-	-	-	1	Wattsburg	-	1	1	1
Total	4	18	22	37	Total	6	16	22	37

Non-participating

Non-participating

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	2		3	1		11	45	24.4%
Automotive Body Repair	1								1	5	1		2	5		15	27	55.6%
Automotive Technologies							3			9			5	5		22	62	35.5%
Computer Networking							3		1	3	1		4	1		13	44	29.5%
Computer Programming							1		2	4			1	3		11	35	31.4%
Construction Trades							1			3	1		1	1		7	23	30.4%
Cosmetology									1	3			1	1		6	47	12.8%
Culinary Arts							1		1	6	1		2	2		13	65	20.0%
Drafting & Design									2	5	2		5	1		15	40	37.5%
Early Childhood Education							1		1	4			2	2		10	29	34.5%
Electrical Engineering Technology					1				1	5	1		3	1		12	44	27.3%
Facilities Maintenance Technologies	1									12	1		2	4		20	45	44.4%
Graphic Communications	1						2		2	5	2		1	2		15	34	44.1%
Health Assistant				1									3	2		6	41	14.6%
Metal Fabrication									2	7	2		1	2		14	43	32.6%
Precision Machining										4		1	1	1		7	30	23.3%
Tourism & Hospitality Management									1	3	1		1			6	26	23.1%
Undeclared																0		NaN
Erie County Technical School	3			1	1		12		15	83	15	1	38	34		203	680	29.9%

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		4	3		14	49	28.6%
Fort LeBoeuf									2	5			5	3		15	55	27.3%
General McLane	1						3			9	2		1	3		19	55	34.5%
Girard					1				1	9			3	6		20	72	27.8%
Harbor Creek									4	6	3		2	3		18	49	36.7%
Iroquois							1			5	1		2	4		13	48	27.1%
McDowell High School				1			2		3	10	2	1	5	5		29	76	38.2%
McDowell Intermediate	1						1		3	6			5	1		17	47	36.2%
North East							1		1	8	2		3	3		18	61	29.5%
Northwestern	1									7	1		2			11	52	21.2%
Union City							1		1	5	1		4	1		13	58	22.4%
Wattsburg							3			7	2		2	2		16	58	27.6%
Erie County Technical School	3			1	1		12		15	83	15	1	38	34		203	680	29.9%

Business and Industry Partnership Coordinator's Report January 23, 2020

Rob Eggleston, Business and Industry Partnership Coordinator

Co-op, Intern, Shadow, etc. Update: Since the end of the 2018-2019 school year 126 visits/observations/site inspections have been made to Co-op, Intern, shadow, etc. sites as of report submission date, January 10, 2020. Currently there are 110 students on the Co-op, intern or shadowing lists. These range from the beginning procedures to being out on the Job.

March 3, 2020 OAC Dinner/Meeting Progress: We are currently preparing approximately 400 invitations for new and existing OAC Members for our dinner and 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, 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. Conferences, Trade Shows and meetings with individual Employers have been attended with significant success. Continued attendance at Meetings, Presentations, Trade Shows, etc. is planned.



Enrollment and Community Engagement Coordinator JOC Report January 2019

Enrollment

Applications are arriving. They are due to ECTS by January 23. Once entered into the Admissions data base I will have concrete projections for the 20/21 school year. Teachers will review the applications after I have done an initial review. Once all applications are rated, I will meet with each sending district School Counselor to make final admission decisions. Students will be notified at the end of February via letter mailed home. By the end of January all applicants will receive a *Thank You for Applying* post card informing them of the decision time line. (Post card is attached to report)

Marketing

The ECTS Marketing Committee has not met to review our current plan in several years. The committee will meet for a half day retreat on January 22. The members will review the plan month by month to determine if all marketing efforts are still impacting enrollment and retention.

The current marketing plan does not encompass the use of social media as this trend came after development. Social media has become a major marketing tool, but requires time, and a comprehensive plan. My hope is this retreat will allow us begin to solidly incorporate the use of social media into our written plan.

We will also begin to work with a videographer to create a new ECTS recruiting video. The video will be used with freshman, to inform parents, and have individual clips linked to our website for each ECTS program. Our current video is several years old and created in-house. The new video will allow us to make changes as ECTS evolves and utilize updated photo, video, and script.

Community Engagement

I have been to each middle school in Millcreek to present ECTS to the grade 6 class. For the middle school level I have developed a lesson plan to allow students to discover their career personality. This lesson also features a short video highlighting the ECTS Career Major. I will also work with Millcreek 6th grades in quarters 3 and 4 of the school year. A teaser card was sent home to parents with each student as a first look at ECTS (Attached to report).

Get
CONNECTED

Be
Ready To
EXCEL

Do
MORE!

Work
with the
BEST!

THANKS
for
applying!

Get a
JUMPSTART
on college!

Get it
ALL!



For more information,
please call ECTS at **814.464.8684**
or visit our website @ www.ects.org



Dear Lisa

Thank you for applying to the Erie County Technical School. We are so glad you recognize all the great opportunities available to you as an ECTS student. Applications are currently under review. Expect a letter notifying you of your status in March.

In the meantime, here's what you have to look forward to upon acceptance to ECTS:

 **Do more!** Explore, experience and excel in high school while preparing for immediate employment and further education.

 **Get connected!** Meet students who have similar goals, interests and talents.

 **Get it all!** Acquire technical, academic and employability skills for college and career success.

 **Be ready to excel!** Develop the expertise, confidence and work ethic for tomorrow's top careers or professions.

 **Get a jumpstart on college!** Earn valuable college credits in high school.



8500 Oliver Road
Erie, PA 16509

PRESORT STD
US POSTAGE
PAID
ERIE PA
PERMIT NO. 352



29 T1 P1

*****AUTO**ALL FOR AADC 150

LISA SORENSEN

4156 MOUNTAIN LAUREL DR

ERIE PA 16510-6610



8500 Oliver Road | Erie, PA 16509 | (814) 464 - 8600

Erie County Technical School is an equal opportunity educational institution.





Your future awaits
at Erie County
Technical School.

Find a career major that best suits your
personality and interests.

Beginning in grade 10 you can choose from
17 career majors at ECTS:

Art and Design for Business	Early Childhood Education
Auto Body Repair	Electrical Engineering
Automotive Technology	Facility Maintenance
Computer Networking	Graphic Communications
Computer Programming	Health Assistant
Construction Trades	Metal Fabrication
Cosmetology	Precision Machining
Culinary Arts	Tourism and Hospitality
Drafting and Design	Management

Earn college credits in
high school or be ready to
join the workforce!



ECTS is tuition-free and available
to students from the following school districts:

Fairview	Millcreek
Fort LeBoeuf	North East
Girard	Northwestern
General McLane	Union City
Harbor Creek	Wattsburg
Iroquois	

Look forward to school!
It's your choice — choose ECTS!



Erie County
Technical
School



814.464.8600
8500 Oliver Road Erie, PA 16509
www.ects.org

Career Planning Coordinator Board Report

January 2020

Career Planning

- Career Artifact Checklist for level 2 and level 3 students has been modified to reflect direct input from instructors and instructional aides. Emphasis has been placed on **Job Shadowing** requirements.
- Level 2 and 3 students approved for Co-op will have CRC certification by Jan 31, 2020.
- Level 1 students working on completing quarter two artifacts, Exploring and Researching Career Options on WIN.
- Discussions are being held to determine suitable ways to move to an electronic method of sharing artifacts with sending school districts.

Activities & Awards

- On January 23, 2020 we will begin the *Character – Be About It* program. This program is a prevention-based program taught by trained law enforcement officers. We have identified approximately 35 students to pilot this program.
- ECTS student from Culinary Arts Major, **Gabriella Cook (Ft LeBoeuf)** will be the recipient for the Millcreek Kiwanis Citizenship Award for January. She will speak to the Kiwanis Club January 27th, 2020 about her accomplishments.
- **Military Panel Day** is Wednesday, January 15, 2020. Representatives from all branches of the military have been invited to come and speak to over 50 students about the opportunities each branch has to offer.
- **Apprenticeship Day** is being planned for Wednesday, February 19th, 2020. Invitations have been sent.

NOCTI

- CPC met with Mrs. Carr and devised a plan for preparation tasks and due dates for organizational purposes.
- 2020 NOCTI details were distributed to faculty on Friday, Jan 10.
- **Dates for 2020 NOCTI: Online written test will be Tues. April 21st**
Performance test will be Thursday April 23rd.
- Juniors will pre-test on March 26th and 27th

**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

**Erie County Technical School
Joint Operating Committee
Action Items Log**

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

**Erie County Technical School
Joint Operating Committee
Action Items Log**

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

**Erie County Technical School
Joint Operating Committee
Action Items Log**

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 8 th 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	Completed 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.

**Erie County Technical School
Joint Operating Committee
Action Items Log**

15	Survey of guidance counselors of 2 nd choice program selection by 9 th 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 9 th 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

**Erie County Technical School
Joint Operating Committee
Action Items Log**

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 2 nd program choice to students unable to enroll in 1 st 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