



**Joint Operating Committee
Meeting Agenda**

Thursday, May 28, 2020

8500 Oliver Road, Erie, PA 16509

**Regular Meeting – www.ects.org/joc
6:00 p.m.**

1. Call to Order

- a. Moment of Reflection
- b. Pledge of Allegiance
- c. Roll Call

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

- d. Motion to approve agenda and agenda amendments

2. Meeting Minutes

- a. Motion to accept the minutes of the April 23, 2020 meeting as presented

3. Guest and Public Comment

4. Student Accomplishments/Highlights

5. Important Items Coming to ECTS

6. Operations

- a. New Business
 - i. Motion to approve PNC Bank, PSDLAF/PNC, Northwest Savings Bank and ERIEBank as depositories of school funds for 2020-2021
 - ii. Motion to purchase public official bonds for the Secretary and Treasurer for the 2020-2021 School year in the amount of \$500,000 each
 - iii. Motion to approve Erie Times News as newspaper for general circulation for 2020-2021
 - iv. Motion to nominate and elect a Treasurer for a one-year term beginning July 1, 2020
 - 1. Call for nominations and election of Treasurer
 - 2. Motion to close nominations for Treasurer
 - 3. Vote on nominations for Treasurer

- v. Motion to approve the lease agreement with the Northwest Tri-County Intermediate Unit for the Regional Choice Initiative program at the Skill Center building effective July 1, 2020 through June 30, 2021
- vi. Motion to approve the Special Education Transition Center Operating Agreement effective July 1, 2020 through June 30, 2021, as presented
- vii. Motion to approve the MOU with the Erie County Sheriff's Department effective July 1, 2020 through June 30, 2021
- viii. Motion to increase RCTC class fees for the following programs: PA State Inspection Class to \$330.00; Motorcycle Testing to \$100.00 and Big Truck Testing to \$250.00
- ix. Motion to approve General Fund budget transfers as presented
- x. Motion to approve the Director's expense report for April 2020
- b. Old Business
 - i. Discussion regarding RCTC operations – Dr. Walker

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. Motion to approve Financial Items Section of agenda

8. Human and Quality Resources

- a. Human and Quality Resources Report
- b. Resignations and Retirements
 - i. Motion to accept the retirement of Mark Cyphert, Metal Fabrication Instructor, effective September 1, 2020
 - ii. Motion to accept the resignation of Stephanie Mathews, Transition Center Instructor, effective May 31, 2020
 - iii. Motion to accept the resignation of Natalie Fatica, Coordinator of Human and Quality Resources, effective June 5, 2020
- c. Hiring
 - i. Motion to grant regular employment status to Allen Labrozzi, part-time Custodian effective March 6, 2020
 - ii. Motion to approve Diana Noe as a long term per diem substitute instructor in the Cosmetology Program for the 2020-2021 school year at the rate of pay of \$225.00 per instructional day for the first 30 days and \$250.00 per instructional day after that
 - iii. Motion to approve the list of attached substitutes
 - iv. Motion to hire three seasonal maintenance/custodial employees at the hourly rate of \$9.00 per hour from May 29 to September 30, 2020 – names to TBD (ratify June JOC session)
- d. Motion to approve Human and Quality Resources Section of agenda

9. Reports

- a. Superintendent
- b. Director
- c. Solicitor
- d. Principal
- e. Motion to approve Reports Section of agenda

10. Supplemental Reports and Information

- a. Facilities Report
- b. Technology Report
- c. Instructional Support Services Report

- d. JOC Member Attendance Report
 - e. Secondary Program Enrollment Report
 - f. Transition Center & Career Alternative Ed 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
 - b. Field Trip Requests
 - c. Ratification of Field Trip Requests
 - d. Fundraising
 - e. Facility Use Request (for-profit groups only)
 - f. Motion to approve Statute-Related Business Section of agenda
- 12. Amendments**
- 13. Board Action Items**
- 14. JOC Board Remarks and Comments**
- 15. Adjournment**
- 16. Executive Session**



VIA ZOOM SESSION ONLINE

Joint Operating Committee - Meeting Minutes

Thursday, April 23, 2020

Work session - NONE

Call to Order

Mr. Sam Ring, JOC Chair and Treasurer, called the regular meeting to order at 6:07 pm

The March 26, 2020 JOC session was cancelled due to the COVID-19 pandemic

Moment of Reflection and Pledge of Allegiance

Roll Call

Terri Birchard, Board Secretary, called the roll:

<u>Committee members:</u>	<u>District:</u>	<u>Present</u>	<u>Absent</u>
David Mahoney	Fairview	x	
Andy Dinsmore	Fort LeBoeuf	x	
Dennis Olesnanik	Girard	x	
James Bucksbee	General McLane	x	
Terri Brink	Harbor Creek		x
Edward Rickrode	Iroquois	x	
John DiPlacido	Millcreek	x	
Joseph Cancilla	North East		x
Sam Ring	Northwestern	x	
Stephen Gilbert	Union City	x	
Steve O'Donnell	Wattsburg	x	

<u>Administrators:</u>	<u>Position:</u>	<u>Present</u>	<u>Absent</u>
Dr. Erik Kincade	Superintendent of Record		x
Dr. H Fred Walker	Director	x	
Tim Sennett	Solicitor	x	
Joseph Tarasovitch	Principal	x	
Terri L. 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	

Motion to Approve the Agenda

Motion to approve the agenda as presented
Moved for approval by Bucksbee, with second by Olesnanik
The motion is approved with an all “ayes” voice roll call vote

Motion to Approve Policy 006.1

Motion to approve the changes to Policy 006.1 as presented
Moved for approval by O’Donnell, with second by Olesnanik
The motion is approved with an all “ayes” voice roll call vote

Meeting Minutes

Minutes of February 27, 2020

Motion to accept the minutes of the February 27, 2020 meeting as presented
Moved for approval by Rickrode, with second by O’Donnell
The motion is approved with an all “ayes” voice roll call vote
(Copy is filed with the official minutes)

Student Accomplishments/Highlights

Guests and Public Comment – Items related to the Agenda

Important Items Coming to ECTS

Staff is moving forward on online planned instruction due to the mandated school closures

Operations

- A. New Business
 - a. Approval of Mr. Richard Emerick, Fort LeBoeuf School District Superintendent, as Superintendent of Record for 2020-2021 academic year and to be paid a net stipend of \$3,000
 - b. Approval of the consulting contract with The Nutrition Group effective July 1, 2020 to June 30, 2021
 - c. Approval of the submittal of the final 2020-2021 General Fund Budget to Pennsylvania Department of Education, as presented and approved by the participating school districts
 - d. Discussion regarding Storm Water and associated costs not included in original quote
- B. Old Business
 - a. Suspension of Procedure 126 Program Alterations
 - b. Policy Review – second readings
 - 1. Policy 701 – Facilities Planning
 - 2. Policy 701-1 – Land Utilization
 - 3. Policy 702 – Gifts, Grants, Donations

4. Policy 702.1 - Crowdfunding
5. Policy 703 – Sanitary Management
6. Policy 704 – Maintenance
7. Policy 705 – Facilities and Workplace Safety
8. Policy 706 – Property Records
9. Policy 707 – Use of School Facilities
10. Policy 708 – Lending of Equipment and Books
11. Policy 709 – Building Security
12. Policy 710 – Use of Facilities by Staff
13. Policy 716 – Integrated Pest Management
14. Policy 717 – Cellular Telephones

Motion to approve Operations Section

Motion to approve the Operations Section

Moved for approval by O'Donnell, with second by Rickrode

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

Attorney Sennett and Dr. Walker will discuss the storm water situation with the architect to determine an acceptable resolution

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 Financial Items Section

Motion to approve the Financial Items Section

Moved for approval by Mahoney, with second by DiPlacido

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

Human and Quality Resources

- a. Human and Quality Resources Report
- b. Resignations and Retirements
 - i. Approval of rescinded retirement request from James Tracy Massello, Facilities Maintenance Instructor
 - ii. Ratification of the resignation request of Kelly Phillips effective March 20, 2020
- c. Hiring
 - i. Approval of regular employment status for Michael Kraus, part-time custodian effective March 29, 2020
 - ii. Approval of Eric McCray as an RCTC instructor at the rate of \$45.00 per hour effective March 1, 2020

Motion to approve Human and Quality Resources Section

Motion to approve Human and Quality Resources Section

Moved for approval by Rickrode, with second by O'Donnell

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

Reports (Verbal and Written)

- Superintendent Report – none
- Director Report — Dr. H. Fred Walker
- Solicitor Report — Tim Sennett – no report
- High School Principal Report — Joe Tarasovitch

Supplemental Reports (written only)

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

Statute-Related Business - none

No motion was needed since there were no items of business in the Statute-Related Business Section

Board Action Items – no changes

Amendments - none

Adjournment

Motion to adjourn was presented by Bucksbee

Mr. Ring, JOC Chairman/Treasurer, adjourned the meeting at 7:13 p.m.

The next meeting is March 26, 2020 at 6:00 p.m.

No Executive Session was held after the JOC session adjourned

Minutes prepared by,

Terri L. Birchard, Secretary
Joint Operating Committee



PROPOSED AGENDA ITEM

Meeting Date: May 28, 2020

Subject: Annual resolutions

Initiated By: Terri Birchard, Business Manager

DESCRIPTION:

Annual resolutions required during the month of May.

Depositories: PNC Bank, Pennsylvania School District Liquid Asset Fund (PSDLAF),
Northwest Savings Bank and ERIEBank
(Board Policy nos. 005 and 608 and PA School Code Section 621)

Newspaper: Erie Times News
(Board Policy No. 005 and PA School Code Section 106)

Bonds: Secretary (School Code Section 431) Treasurer (School Code Section 436)

RECOMMENDATION:

1. Motion to approve PNC Bank, PSDLAF/PNC, Northwest Savings Bank and ERIEBank as depositories of school funds for 2020-2021
2. Motion to designate Erie Times News as newspaper of general circulation for 2020-2021
3. Motion to purchase public official bonds for the Secretary and Treasurer for school year 2020-2021 in the amount of \$500,000 each

LEASE AGREEMENT

THIS LEASE AGREEMENT is made and entered into as of this 1st day of July, 2020, by and between **ERIE COUNTY TECHNICAL SCHOOL**, hereinafter referred to as the "Lessor", and **NORTHWEST TRI-COUNTY INTERMEDIATE UNIT**, hereinafter referred to as the "Lessee".

In consideration of the mutual covenants and promises herein contained, and with the intention to be legally bound hereby, the parties hereto agree as follows:

ARTICLE I LEASED PREMISES

1. The Lessor hereby leases to the Lessee, effective July 1, 2020, and subject to the terms and conditions of this Lease, hereinafter referred to as the "Lease", certain portion of the Regional Skill Center Building with appropriate access, commonly known as a portion of the Regional Skill Center Building located at 8500 Oliver Road, Erie, Pennsylvania, hereinafter referred to as the "Leased Premises".

2. The Lessee shall have the right to use the Leased Premises for the Regional Choice Initiative.

ARTICLE II TERM OF LEASE

The term of this Lease shall commence on July 1, 2020, until June 30, 2021.

ARTICLE III RENT

Lessor reserves and Lessee agrees to pay to Lessor rent for the Leased Premises the following:

(a) \$15,567.00 per year, payable \$1,297.25 per month commencing on July 1, 2020 and continuing on the 1st day of each month thereafter to and including June 1, 2021.

ARTICLE IV
UTILITY CHARGES

1. The Lessor shall throughout the term of this Lease, pay or cause to be paid all charges (including any assessment for improvements) incurred on and after commencement of the initial term of this Lease for gas, electricity, light, heat, power, sewer and water rent or charges, or other services used, rendered or supplied to the Lessee in connection with the Leased Premises. The Lessor shall be responsible for the cost of such charges incurred by or services used, rendered or supplied to the Lessor prior to commencement of the initial term of this Lease.

ARTICLE IV
INSURANCE

1. The Lessor shall, throughout the term of this Lease, keep constantly insured at its full insurable value against loss or damage by fire, windstorm, lightening, riot, civil commotion, malicious mischief, vandalism and those perils included from time to time in the so-called extensive coverage insurance endorsement, the buildings and improvements including the Leased Premises.

2. The Lessee shall also be responsible for insuring all property which may be stored in or upon the Leased Premises.

3. The proceeds of the policy of insurance provided for in Paragraph 1 hereof shall be payable to the Lessor.

4. The Lessee shall, throughout the term of this Lease, maintain sufficient insurance in amounts proper (not less than \$1,000,000 per person/\$1,000,000 per occurrence) to protect the parties with respect to general public liability and property damage caused by virtue of the Lessee's use or occupancy of the Leased Premises. Such policies, by their terms, shall indemnify the Lessor and the Lessee as their respective interests may appear and the Lessee shall provide evidence thereof to the Lessor.

5. The cancellation of the insurance required hereinabove shall be construed as a breach of the Lessee's covenants and warranties hereunder and the Lessor shall have the right to eject the Lessee from the Leased Premises without losing or waiving any of its rights hereunder.

6. Upon securing the insurance coverages required pursuant to this Article, the Lessee shall give written notice thereof to the Lessor, together with a certified copy of the applicable insurance binders. Proof shall also be given by the Lessee to the Lessor that each of the policies required pursuant to this Article expressly provides that said policy shall not be cancelled or altered without thirty (30) days' prior written notice to the Lessor.

ARTICLE V
REPAIRS AND MAINTENANCE

1. The Lessor shall at all times during the term hereof, faithfully maintain and keep in good order and repair the sewer connections, plumbing work, heating and air conditioning apparatus, gas, electric, light and water fixtures and shall pay all costs or expenses necessary for keeping the Leased Premises and the appurtenances thereto in such order and repair. The Lessee shall not be responsible for any cost for repairs or maintenance incurred by the Lessor prior to the commencement of the initial term of this Lease. The Lessee shall, at the expiration of the term hereof, surrender the Leased Premises to the Lessor in as good condition and repair as at the commencement of said term, except for reasonable wear and tear and acts of God.

2. The Lessee shall not alter, modify or improve the Leased Premises without receiving the prior written consent of the Lessor and any such alterations, additions, improvements and fixtures (except trade fixtures) made or placed in or upon the Leased Premises shall, upon expiration of this Lease, belong to the Lessor without compensation to the Lessee. The Lessee will not permit any mechanics or other liens to be established or remain against the Leased Premises for labor or materials furnished in connection with any such additions, improvements, repairs, or replacements made by the Lessee. The Lessor will not permit any mechanics or other liens to be established or remain against the Leased Premises for labor or materials furnished in connection with any such additions, improvements, repairs, or replacements made by the Lessee. The Lessor will not permit any mechanics or other liens to be established or remain against the Leased Premises for labor or materials furnished in connection with any such additions, improvements, repairs, or replacements made by the Lessor.

3. The Lessor shall not be liable for any damage or injury to the Leased Premises or any property therein contained which may be sustained by the Lessee or any other party, whether by reason of breakage, leakage, or obstruction of water pipes, gas pipes, soil pipes or other leakage in or about the Leased Premises, or the condition of any buildings thereon, or any part thereof, or from any other cause arising by virtue of the Lessee's use or occupancy of the Leased Premises; and the Lessee shall indemnify and hold harmless the Lessor from any and all damages, liabilities and expenses arising out of any improvement, alteration or repair on said building made by the Lessee, and from any and everything whatsoever arising from or out of occupancy by or under the Lessee, its employees, agents, or servants, and from any loss or damage arising from any fault or negligence or action on the part of the Lessee, its employees, agents, or servants.

4. The Lessee will not cause, or permit to be caused, any act or practice, by negligence, omission or otherwise, that would violate any federal, state or local laws, regulations or guidelines applicable to the Leased Premises, now in effect or hereafter enacted, relating to environmental protection or the disposition of hazardous substances. Any violation of this covenant shall be an event of default under this Lease. The Lessee assumes sole responsibility for, and will indemnify the Lessor with respect to, the complete clean-up of any condition on the Leased Premises arising out of Lessee's occupancy which may adversely affect the environment,

whether such clean-up is pursuant to judicial or administrative order or at the direction of the Lessor in its sole discretion. This covenant shall survive termination of this Lease.

5. The Lessee shall not be responsible for any act or practice, which occurred prior to commencement of the initial term of this Lease, that would violate any federal, state or local laws, regulations or guidelines applicable to the Leased Premises, now in effect or hereafter enacted, relating to environmental protection or the disposition of hazardous substances. The Lessor assumes sole responsibility for, and will indemnify the Lessee with respect to, the complete clean-up of any condition on the Leased Premises prior to the commencement of the initial term of this Lease which may adversely affect the environment, whether such clean-up is pursuant to judicial or administrative order. This covenant shall survive the termination of this Lease.

6. Should the Leased Premises be damaged or destroyed by fire, tornado, earthquake or other catastrophe, rendering the same unfit for conduct of the Lessee's business therein, the Lessor may elect to restore or rebuild the Leased Premises to the condition existing before such catastrophe. Any restoration so undertaken by the Lessor shall be at the Lessor's expense and shall be completed within sixty (60) days from said catastrophe, during which time this Lease shall remain in effect. Should the Lessor elect not to restore the Leased Premises, or be unable to do so, then this Lease may be terminated by either party upon written notice to the other effective as of the date of the catastrophe. The Lessor shall make any election herein granted within fifteen (15) days from the happening of the catastrophe, in default of which election, the Lessee may cancel this Lease effective at the expiration of said fifteen (15) days.

ARTICLE VI ASSIGNMENT

1. The Lessee shall not have the privilege of assigning this Lease, or subletting all or part of the Leased Premises.

2. The Lessor is expressly given the right to assign any or all of its interest under this Lease, provided such assignment does not unreasonably interfere with the Lessee's quiet enjoyment of the Leased Premises during the remainder of the term of this Lease.

ARTICLE VII INDEMNITY OF LESSOR

1. The Lessor shall not be liable to the Lessee for any damage or injury to the Lessee or its property caused by or arising from the condition of the Leased Premises, or by the act or omission of occupants of any improvements hereafter located on the Leased Premises. Nor shall the Lessor be liable to the Lessee for any damage or injury to its property occasioned by any happening (other than the Lessor's active negligence) to or upon the Leased Premises, all claims against Lessor for any such damage or injury being hereby expressly waived by the Lessee.

2. The Lessee agrees that it will save harmless and indemnify the Lessor from all losses, costs, expenses, claims, causes of action, and demands of every kind and character of, by or in favor of any person, firm or corporation whether by way of damage or otherwise, unless said loss, cost, expense, claim, cause of action, or demand arose from the Lessor's active negligence hereunder.

3. The Lessor agrees that it will save harmless and indemnify the Lessee from all losses, costs, expenses, claims, causes of action and demands of every kind and character of, by or in favor of any person, firm or corporation whether by way of damage or otherwise arising from the Lessor's active negligence hereunder.

ARTICLE VIII TERMINATION

Upon the termination of the Lessee's rights hereunder, the Lessee will surrender possession of the Leased Premises to the Lessor, together with the buildings and improvements thereon, in good condition and repair, pursuant to the obligations imposed by Article V hereof, which premises, buildings and improvements shall thereupon revert to and become the property of the Lessor to have and to hold in fee simple, free of all claims of the Lessee, its successors or assigns.

ARTICLE IX RIGHTS OF LESSOR

1. For purposes of determining the Lessee's performance of its covenants under Article V hereof, the Lessor shall have the right to inspect the Leased Premises from time to time as deemed reasonably necessary by the Lessor throughout the term of this Lease.

2. In the event that the Lessee shall make an assignment for the benefit of its creditors, or a Receiver be appointed for the Lessee, or in case a Petition for adjudication of Lessee as a voluntary or involuntary debtor shall be filed under the Acts of Congress relating to bankruptcy and the Lessee be adjudicated a debtor thereon, or because of a petition filed voluntarily or involuntarily, for reorganization under the Bankruptcy Code, during the continuance of this Lease, without having first paid and satisfied the Lessor in full for all rent, utility or maintenance costs, which may become due and payable during said term, then this Lease shall thereupon forthwith terminate, and the Lessor shall forthwith take possession of the Leased Premises, but not of the right hereunder as to the remainder of the term of this Lease as shall accrue to such assignee, Trustee in Bankruptcy, Receiver or purchaser at judicial sale and the Lessor in such case shall only be entitled to the rent, utility or maintenance costs hereunder according to law.

3. On failure of the Lessee to keep all the covenants of this Lease, and such default continues for a period of fifteen (15) days, and provided that the Lessor shall have given

to the Lessee ten (10) days written notice by registered mail, at the Lessee's office of the Lessor's intention to enter judgment under this clause, or to remove the Lessee from the Leased Premises at the termination of the same, then the Lessee hereby authorizes and empowers any attorney of any Court of Record in Pennsylvania, or elsewhere, to appear for it and confess and enter judgment for the total sum due during the term of the Lease, with or without declaration, with cost of suit and reasonable attorney's fees, release of errors, without stay of execution; and the Lessee does hereby waive and release all relief from any and all appraisal, stay and exemption laws of any state now in force or hereafter to be passed; or the Lessor may issue Landlord's warrant for collection of such rental, utility or maintenance costs in case default be not made good after such notice as aforesaid; or the Lessor at its option may proceed by action of ejectment on this Lease after default made as aforesaid, and in such case, the Lessee hereby authorizes and empowers any attorney of any Court of Record to appear for it in an amicable action of ejectment for the Leased Premises to be entered by the Prothonotary, and confess judgment therein in favor of the Lessor against the Lessee for the Leased Premises, and authorizes the issuing of a Writ of Possession with Writ of Execution for the costs.

4. If the Lessee be in default in the performance of any of its covenants hereunder, the failure to perform which would impose financial obligation or risk on the Lessor, the Lessor may pay, perform and discharge such covenant or obligation of the Lessee and the amount or amounts so paid shall be deemed and taken as additional rent due and payable from the Lessee.

5. A determining of the term, or the receipt of rent, utility or maintenance costs after default or after judgment, or after execution, shall not deprive the Lessor of other actions against the Lessee for possession, or for damages, and no waiver of a breach of any of the covenants of this Lease shall be construed to be a waiver of any succeeding breach of the same or any other covenant. The Lessor may cumulatively use any or all of the remedies herein given and those prescribed by law.

6. The Lessor shall exercise no rights accruing to the Lessor hereunder by reason of any default of the Lessee, unless prior to the exercise of such right, the Lessor shall have given ten (10) days written notice by registered mail to the Lessee, at the Lessee's office.

7. In the event that the Lessee shall breach any of the terms of this Lease and the Lessor, not being in default, shall be required to employ attorneys to protect or enforce its rights hereunder and shall prevail thereon, then the Lessee agrees to pay the Lessor's reasonable attorneys' fees so incurred.

8. In the event that the Lessor shall breach any of the terms and the Lessee, not being in default, shall be required to employ attorneys to protect or enforce its rights hereunder and shall prevail thereon, then the Lessor agrees to pay the Lessee's reasonable attorney's fees so incurred.

ARTICLE X
MISCELLANEOUS

1. The terms and conditions of this Lease shall be construed in accordance with the laws of the Commonwealth of Pennsylvania and any action arising hereunder shall be brought in Erie County, Pennsylvania. The Lessor and the Lessee hereby consent and agree to personal jurisdiction in Erie County, Pennsylvania.

2. All notices required to be given under this Lease shall be given by certified or registered mail, addressed to the proper party at the last known address of said party.

3. This Lease shall be binding upon and shall inure to the benefit of the parties hereto and their respective successors and assigns (when permitted hereunder).

4. No modification, amendment or alteration of the terms of this Lease shall be binding unless the same shall be in writing, dated subsequent to the date hereof, and duly executed by the Lessor and the Lessee.

5. Time shall be of the essence for all purposes under this Lease.

IN WITNESS WHEREOF, the parties hereto have caused this Lease to be executed by its duly authorized officers as of the day and year first above written.

ATTEST:

LESSOR:

ERIE COUNTY TECHNICAL SCHOOL

Secretary

BY: _____
Chairperson

ATTEST:

LESSEE:

NORTHWEST TRI-COUNTY INTERMEDIATE
UNIT

Secretary

BY: _____
President

ERIE COUNTY SPECIAL EDUCATION TRANSITION PROGRAM OPERATING AGREEMENT

WHEREAS, the Erie County Technical School has been created and operated by the Erie County School Districts including: Fairview School District, Fort LeBoeuf School District General McLane School District, Girard School District, Harbor Creek School District, Iroquois School District, Millcreek Township School District, North East School District, Northwestern School District, Union City Area School District, and Wattsburg Area School District;

WHEREAS the Erie County Technical School is operated pursuant to the Restated Articles of Agreement for Operation;

WHEREAS Article X of the Restated Articles of Operation provide as follows:

A. Special Programs

1. Definitions: Special programs shall be those programs offered by the Erie County Technical School Committee in addition to the regular day school and evening adult programs at the Erie County Technical School at the request of fewer than the total number of districts signatory to this agreement. Such special programs may be requested by:

a. One or more districts where such programs are to be conducted at the Erie County Technical School; or

b. One or more districts where such programs are to be conducted at facilities other than the Erie County Technical School. In this instance all capital and lease costs shall be the responsibility of the district or districts requesting the program.

2. Authorization: Participating Districts desiring to participate in a special program shall adopt a resolution authorizing Erie County Technical School Committee to institute such a program and to charge the district with their prorated share of the cost of operating the program. A copy of this resolution signed by the President and Secretary of the Board shall be filed with the Secretary of the Erie County Technical School Committee.

3. Implementation: Special programs may be implemented by the Erie County Technical School Committee in accordance with authorization received from the Participating Districts.

WHEREAS pursuant to Article X the Erie County Technical School (School) was authorized to create the Erie County Special Education Transition Program (Transition Program) which qualifies as a special program;

WHEREAS the School Districts desiring to participate in the Transition Program have approved and paid for the Capital Improvements to the Transition Program and identified the Cost Sharing for the Capital Improvements by Resolution (the “Participating Districts”);

WHEREAS, the Participating Districts wish to enter into this Operating Agreement to further define the obligations of the parties in regard to the Transition Program.

AND NOW therefore, in consideration of the mutual covenants and promises herein contained, and with the intention to be legally bound hereby the parties agree as follows:

1. Recitals. The above referenced recitals are incorporated by reference as if more fully set forth herein.
2. Term. The term of this Agreement shall begin on July 1, 2020 and shall terminate on June 30, 2021. This Operating Agreement may be renewed on a yearly basis by resolution of each Participating District.
3. Budget. The budget for the Transition Program shall be adopted by the Joint Board as provided in Section 687 and 1850.1 (b)(4) of the Pennsylvania Public School Code and shall be prepared by the Director of the Erie County Technical School. The budget shall be approved by two-thirds of the Operating Committee.
4. Assignments of Students. Participating Districts shall maintain responsibility for assignment and withdrawal of students in the Transition Program.
5. Support Services. Erie County Technical School shall provide supporting services, such as custodial, guidance, discipline, health and library services at their facilities for the Transition Program. The Participating Districts shall work cooperatively with the School to support these and all required services.
6. Compliance. Erie County Technical School shall conduct the program so that it remains compliant with all appropriate laws and regulations including special education and child accounting.
7. Expenses. The Participating Districts will pay an assessment for the Transition Program to be determined by per pupil fixed-cost, based on current expenses. The Participating Districts shall be responsible to pay any additional expenses which result from excess costs of such Transition Program. Excess costs will be billed directly to Participating Districts on the per pupil fixed cost basis in such Program, as calculated by the Erie County Technical School.
8. Quotas. Quotas for students in the Transition Program shall be established on an equal basis per Participating District.
9. Transportation. The Participating Districts shall be responsible for transporting their students to the Erie County Technical School to participate in the Transition Program.
10. Supervisor. The Erie County Technical School shall supervise the students and educational staff.

11. Curriculum. The Erie County Technical School will work cooperatively with the Participating Districts in the design and maintenance of the curriculum and ensure that a program of safety is incorporated in the curriculum in regard to the Transition Program.

12. Staff. Instructional and other staff members employed for these educational services in the Transition Program will be employees of the Erie County Technical School. The Erie County Technical School shall be responsible for their salary and benefits.

13. Law. The terms and conditions of this Agreement shall be construed in accordance with the laws of the Commonwealth of Pennsylvania.

14. Amendment. No modification, amendment, or alteration of the terms of this Operating Agreement shall be binding unless the same shall be in writing dated subsequent to the date hereof and duly executed by all Participating Districts.

15. Terms and Conditions. All other terms and conditions not fully set forth herein shall be interpreted in accordance with the Restated Articles of Agreement for Operation for the Erie County Area Technical School.

16. Budget Notification. A Participating District may not withdraw from the Transition Program during the current fiscal year. It is anticipated that the Participating Districts will continue with the renewal of the Transition Program on a yearly basis. However, a Participating District which intends not to renew the Transition Program is required to provide a written notice to the Erie County Technical School by December 1 of each year to allow for proper budgeting for the subsequent renewal term. A Participating District who withdraws from the Transition Program shall not be entitled to any remuneration of their proportional construction or start up costs.

17. Competition. A withdrawing Participating District agrees not to solicit other Participating Districts to join a similar special program in competition with the Transition Program for a period of two (2) years from the date of withdrawal.

IN WITNESS WHEREOF, the duly authorized officers of the Operating Committee of the Erie County Technical School and the officers of each Participating District have executed this Operating Agreement pursuant to authorizing resolutions.

ERIE COUNTY TECHNICAL SCHOOL

FAIRVIEW SCHOOL DISTRICT

1805236.v1

FORT LEBOEUF SCHOOL DISTRICT

1805236.v1

GENERAL MCLANE SCHOOL DISTRICT

1805236.v1

GIRARD SCHOOL DISTRICT

1805236.v1

HARBOR CREEK SCHOOL DISTRICT

1805236.v1

IROQUOIS SCHOOL DISTRICT

1805236.v1

NORTH EAST SCHOOL DISTRICT

1805236.v1

UNION CITY AREA SCHOOL DISTRICT

1805236.v1

WATTSBURG AREA SCHOOL DISTRICT

1805236.v1

**School Resource Officer Memorandum of Understanding between the County of Erie, the
Erie County Sheriff's Office and the Erie County Technical School
July 1st 2020 to June 30, 2022**

This Agreement is made this 1st day of July 2020, between the County of Erie (hereinafter referred to as the "County"), the Erie County Sheriff's Office (hereinafter referred to as the "Sheriff's Office") and the Erie County School Entity (hereinafter referred to as the "School Entity").

Whereas, the School Entity desires the Sheriff's Office to provide the services of a deputy sheriff assigned to the School Entity on a full time basis.

Whereas, the County and Sheriff's Office desire to provide the services of a deputy sheriff assigned to the School Entity on a full time basis.

Whereas, the parties recognize the benefits of this program to the students, staff, School Entity and the community.

Whereas, it is in the best interest of the School Entity and the community to establish and keep this program

It is therefore agreed that the Sheriff's Office shall assign a deputy sheriff to the School Entity upon the following terms and conditions.

The School District, the County and the Sheriff's Office have agreed to assign a deputy sheriff to the School District.

The Erie County Sheriff in consultation with the School Entity shall select a deputy sheriff. The School Entity may meet and interview the deputy sheriff to determine if the officer is suitable for working in a school environment. In order to maintain continuity, the Sheriff shall not change officer assignments during the school year; unless circumstances arise that require change.

Although assigned to the School Entity on a full-time basis, the deputy assigned remains an employee of the County and the Sheriff's Office. The deputy shall remain subject to all rules and regulations of the County and the Sheriff's Office and shall not be considered an employee of the School Entity.

It is understood and agreed that the relationship between the School Entity and the County/Sheriff's Office is and shall remain one of an independent contractor. The School Entity shall not pay any wages to the deputy. Also, the School District shall not withhold or in any way be responsible for the payment of any federal, state, or local income or local services taxes, FICA taxes, unemployment compensation benefits, vacation pay, sick leave, workers' compensation benefits, retirement benefits, or any other payments for or on behalf of the deputy. All such payments and/or withholdings are the responsibility of the County and the Sheriff's Office and the County and the Sheriff's Office shall indemnify, defend and hold the School Entity harmless from any and all loss or liability arising with respect to such payments and/or withholdings.

Since the deputy is an employee of the County and the Sheriff's Office, he/she shall be subject to the personnel policies, procedures, and regulations of the County and the Sheriff's Office. The County and the Sheriff's Office retain the right and authority to terminate the deputy's employment. The Sheriff's Office will provide written notice to the School Entity of the termination of the deputy's employment and shall promptly replace the terminated deputy with another deputy, who is suitable to the School Entity.

The School Entity shall pay to the County seventy-five percent (75%) of the cost of the assigned deputy's wages and fringe benefits from July 1st 2020 to June 30, 2022 unless this Agreement is terminated as set forth below. The Sheriff's Office will bill the School Entity in November and March of each year under this Agreement with payment to be made from the School Entity to the County by the end of the following month. The School Entity shall make its checks payable to the "County of Erie-General Fund."

The duties to be performed at the School District by the deputy shall be assigned through the Sheriff's Office chain of command, in cooperation with the Superintendent of the School Entity and/or the Superintendent's designee.

Duties of the assigned deputy may include but are not limited to:

1. The deputy shall provide security and surveillance of areas assigned, note and report irregularities, dangerous practices and conditions, accidents, fires and others acts, requiring action, which affects the health, safety and welfare of students and school personnel.
2. The deputy will take necessary action as to trespassers, suspicious persons and activity, and report significant action, occurrences and conditions to the Superintendent of the School Entity and/or the Superintendent's designee.
3. The deputy will conduct investigations of criminal or delinquent activity.
4. The deputy may be assigned to enforce offenses occurring off School Entity property, provided they relate to students attending the schools to which the deputy is assigned.
5. The deputy will warn, cite, detain and take into custody violators of the law when necessary.
6. The deputy shall testify in court.
7. The deputy will complete timely and accurate reports in accordance with the requirements of the Sheriff's Office.
8. The deputy shall enforce traffic and parking laws and regulations on and around School property.
9. The deputy shall recommend measures to protect the School and personal property from damage and theft.

10. The deputy will assist School personnel in dealing with emergencies.
11. The deputy shall supervise security at School activities and public meetings as directed or requested.
12. The deputy may assist in truancy investigations.
13. The deputy will assist in coordinating efforts with local fire, EMS and law enforcement agencies and develop a Safe School Plan
14. The deputy will coordinate the sharing of delinquency information between the School and other law enforcement agencies. However, confidential student records may only be reviewed by the deputy and/or other law enforcement agencies to the extent permitted by law.
15. The deputy will assist the School principal on matters dealing with the enforcement of child custody orders or protection from abuse restraining court orders.
16. The deputy will assist with Megan's Law notifications received by the School, as directed.
17. The deputy will provide assistance in programs for peer mediation and peer leadership.
18. The deputy will conduct presentations for students, staff and parents involving a range of topics such as crime prevention, drug and alcohol education, violence prevention, conflict resolution, safety tips, internet safety, bullying, legal issues and related topics.
19. The deputy will assist in Training School personnel in emergency response, report writing and practice drills.
20. The deputy shall coordinate his/her activities with the School's principals and staff.
21. Upon request, the deputy will attend faculty meetings.
22. Upon request, the deputy may facilitate or attend conferences between School personnel and parents regarding individual students, or general safety concerns.
23. The deputy at all times will serve as a role model to students demonstrating appropriate behaviors, respect, attitude and courtesy.
24. The deputy will perform such other related duties as assigned by the Sheriff's Office.

Unless engaged in activities for which a uniform would be inappropriate, the deputy shall wear a uniform in order to maintain a visible presence in the School and deter trespassers from entering the school and adjacent buildings.

The deputy will carry weapons and all required equipment as authorized by the Sheriff's Office. The weapons shall be carried either:

- Openly, in those circumstances where an armed presence may provide a useful deterrent.
- Concealed, in circumstances where the deputy may wish to interact informally with students, parents or faculty.

The assigned deputy shall not be routinely requested to participate in all student searches conducted by School officials. School officials may search a student based on "reasonable suspicion". A law enforcement officer must meet the more stringent requirement of "probable cause". Deputies may conduct searches under circumstances where a law enforcement search is permitted by law.

The assigned deputy shall not act as a disciplinarian. Disciplining students is the responsibility of the School. However, if a principal of the School believes an incident may be a violation of the law, the principal may contact the deputy, who shall determine whether law enforcement action is necessary.

The Superintendent of the School or designee and the Sheriff's Office will maintain open communication concerning the progress and the effectiveness of the program. The School shall also designate an administrator to act as a liaison with the deputy assigned to the School. At the outset of this Agreement, a meeting will be held between the individual designated as the School's liaison and Chief Jeffrey Guild, who is the Sheriff's Office's liaison.

The School shall supply the assigned deputy with a telephone, and office space where students can meet and speak privately with the deputy. The office space must include a desk with drawers, a computer with access to student demographics, a chair, filing cabinet and office supplies. The office must be able to be locked and secured. If possible, the office should be located in a central location of the School's High School and be easily accessible to students, faculty and school administrators.

This Agreement shall become effective on July 1st, 2020 and shall remain in effect until June 30, 2022 at which time it shall terminate automatically. This Agreement may be terminated prior to its expiration by the School, the County, or the Sheriff's Office, upon 90-days written notice to the other parties.

If the deputy engages in any action or course of conduct (including failure to act), which creates a risk or harm to students or employees of the School, then the School may terminate this Agreement immediately without any notice to the County or the Sheriff's Office.

If, at any time during the term of this Agreement, the deputy fails materially in the reasonable judgment of the School to meet any of the obligations or duties required of the deputy under this

Agreement, the Sheriff's Office will have thirty (30) days after written notice is provided by the School to correct the problem or problems with the deputy. If, after this thirty (30) day period, the deputy continues, in the reasonable judgment of the School, to fail to meet any of the obligations or duties required of the deputy under this Agreement, then the Sheriff's Office will provide another deputy to the School. If the Sheriff's Office fails to provide another deputy who is acceptable to the School within ten (10) days after being requested to do so by the School, then the School may, at its option, terminate this Agreement effective immediately by providing written notice of said termination to both the County and the Sheriff's Office.

If this Agreement is terminated by either party as provided herein, the parties agree that, other than any remaining and outstanding payments by the School to the County required hereunder, they will have no further obligations or duties to each other under this Agreement and all such obligations and duties shall cease upon termination of this Agreement subject to the terms and conditions provided herein.

The County and the Sheriff's Office agree to hold harmless, defend and indemnify the School Entity, its Board members, its officers, its agents and its employees from every claim or demand, which may be made by reason of any injury to persons or property sustained by any person, partnership, corporation, association, proprietorship or other entity caused by any act, neglect, default or omission by the deputy upon or in connection with his/her performance under this Agreement.

The School Entity agrees to hold harmless, defend and indemnify the County and the Sheriff's Office and its employees from every claim or demand, which may be made by reason of any injury to persons or property sustained by any person, partnership, corporation, association, proprietorship or other entity caused by any act, neglect, default or omission by the School Entity upon or in connection with its performance under this Agreement.

All records of the School shall be and remain the property of the School Entity and such records may not be removed from the School District or released to the County or the Sheriff's Office without the School Entity's written consent.

The County agrees to obtain and maintain in full force and effect during the term of this Agreement commercial general liability insurance coverage, which insures the County and the Sheriff's Office against loss or damage in an amount of not less than one million dollars (\$1,000,000), and the Sheriff's Office agrees to obtain and maintain in full force and effect during the term of this Agreement workers' compensation insurance coverage, which covers the deputy with such limits as required by the Commonwealth of Pennsylvania. The County and the Sheriff's Office will provide the School Entity with certificates of said insurance, which lists the School District as an additional insured.

The School Entity agrees to obtain and maintain in full force and effect during the term of this Agreement commercial general liability insurance coverage, which insures the School Entity against loss or damage in an amount of not less than one million dollars (\$1,000,000). The School Entity will provide the County and the Sheriff's Office with a certificate of said insurance, which lists both the County and the Sheriff's Office as additional insureds.

The parties shall comply with all applicable statutes, regulations, rules, and standards of any and all governmental authorities and regulatory and accreditation bodies relating to municipalities, police and law enforcement, and public schools and education.

The Sheriff's Office will provide the required Clearances for the deputy to the Director of the School Entity.

This Agreement may not be assigned by any party without the express written consent of the other parties.

This Agreement may be amended at any time by mutual agreement of the parties, provided that before any amendment shall be operative or valid, it shall have been reduced to writing, signed by the parties, and attached to this Agreement.

This Agreement shall be interpreted and the relationship between the parties governed exclusively by the laws of the Commonwealth of Pennsylvania.

The parties agree that this Agreement supersedes any and all other agreements, either oral or in writing, between the parties and that no other agreement, statement or promise related to the subject matter of this Agreement that is not contained in it shall be valid and binding.

County of Erie

Date: _____

By: _____
Kathy Dahlkemper, County Executive

Erie County Sheriff's Office

Date: _____

By: _____
Sheriff John T. Loomis

Erie County Technical School

Date: _____

By: _____
Sam Ring, JOC President

ERIE COUNTY TECHNICAL SCHOOL

PROPOSED AGENDA ITEM

DATE: May 19, 2020

SUBJECT: Price Increase for PA State Inspection Class and increase price for Motorcycle and Big Truck Testing

INITIATED BY: Renee Heberle, RCTC Supervisor

DESCRIPTION:

Price Increase for PA State Inspection Class, Motorcycle testing and Big Truck testing

RECOMMENDATION:

Motion to increase PA State Inspection Class to \$330; increase Motorcycle Testing to \$100 and increase Big Truck Testing to \$250

ERIE COUNTY TECHNICAL SCHOOL
BUDGET TRANSFER WORKSHEET - MAY 2020

		<u>YTD ACTUAL</u>	<u>BUDGET</u>	<u>OVER/(UNDER)</u>	<u>INCREASES</u>	<u>DECREASES</u>	<u>EXPLANATION</u>
10-61320-271-000-00-000-000	Tourism/Hospitality - Medical	\$15,480.00	\$17,472.00	(\$1,992.00)		(\$1,800.00)	ADJUST PROJECTED BENEFIT COSTS
10-61320-272-000-00-000-000	Tourism/Hospitality - Dental/Vision	\$72.00	\$1,133.00	(\$1,061.00)		(\$1,000.00)	ADJUST PROJECTED BENEFIT COSTS
10-61320-610-000-00-000-000	Tourism/Hospitality - Supplies	\$5,917.97	\$3,000.00	\$2,917.97	\$3,000.00		ADDITIONAL LAB NEEDS
10-61330-271-000-00-000-000	Health Assistant - Medical	\$15,480.00	\$17,472.00	(\$1,992.00)		(\$1,800.00)	ADJUST PROJECTED BENEFIT COSTS
10-61330-272-000-00-000-000	Health Assistant - Dental/Vision	\$72.00	\$1,133.00	(\$1,061.00)		(\$1,000.00)	ADJUST PROJECTED BENEFIT COSTS
10-61330-610-000-00-000-000	Health Assistant - Supplies	\$4,504.72	\$7,500.00	(\$2,995.28)		(\$2,500.00)	
10-61341-120-000-00-000-000	Early Childhood Education - Salary	\$38,807.63	\$57,323.00	(\$18,515.37)		(\$4,000.00)	PERSONNEL CHANGE
10-61341-220-000-00-000-000	Early Childhood Education - Social Security	\$2,078.08	\$4,385.00	(\$2,306.92)		(\$1,200.00)	PERSONNEL CHANGE
10-61341-230-000-00-000-000	Early Childhood Education - Retirement	\$9,378.56	\$19,656.00	(\$10,277.44)		(\$5,000.00)	PERSONNEL CHANGE
10-61341-271-000-00-000-000	Early Childhood Education - Medical	\$15,480.00	\$17,472.00	(\$1,992.00)		(\$1,800.00)	ADJUST PROJECTED BENEFIT COSTS
10-61341-272-000-00-000-000	Early Childhood Education - Dental/Vision	\$72.00	\$1,133.00	(\$1,061.00)		(\$1,000.00)	ADJUST PROJECTED BENEFIT COSTS
10-61341-610-000-00-000-000	Early Childhood Education - Supplies	\$4,494.32	\$7,300.00	(\$2,805.68)		(\$2,500.00)	ADDITIONAL LAB NEEDS
10-61342-271-000-00-000-000	Culinary - Medical	\$30,960.00	\$34,944.00	(\$3,984.00)		(\$3,600.00)	ADJUST PROJECTED BENEFIT COSTS
10-61342-272-000-00-000-000	Culinary - Dental/Vision	\$144.00	\$2,266.00	(\$2,122.00)		(\$2,000.00)	ADJUST PROJECTED BENEFIT COSTS
10-61342-610-000-00-000-001	Culinary - Supplies	\$49,871.09	\$15,000.00	\$34,871.09	\$20,000.00		ADDITIONAL LAB NEEDS
10-61370-120-000-00-000-000	Technical Instruction - Salary	\$126,489.70	\$227,465.00	(\$100,975.30)		(\$24,000.00)	PERSONNEL CHANGE
10-61370-220-000-00-000-000	Technical Instruction - Social Security	\$9,587.38	\$17,401.00	(\$7,813.62)		(\$1,800.00)	PERSONNEL CHANGE
10-61370-230-000-00-000-000	Technical Instruction - Retirement	\$34,020.15	\$77,998.00	(\$43,977.85)		(\$15,000.00)	PERSONNEL CHANGE
10-61370-271-000-00-000-000	Technical Instruction - Medical	\$59,660.76	\$69,888.00	(\$10,227.24)		(\$7,200.00)	ADJUST PROJECTED BENEFIT COSTS
10-61370-272-000-00-000-000	Technical Instruction - Dental/Vision	\$277.49	\$4,532.00	(\$4,254.51)		(\$4,000.00)	ADJUST PROJECTED BENEFIT COSTS
10-61370-290-000-00-000-000	Technical Instruction - 403(b) payments Expense	\$0.00	\$15,000.00	(\$15,000.00)		(\$15,000.00)	NO RETIREMENT
10-61370-610-000-00-000-261	Technical Instruction - Computer Programming - Supplies	\$2,784.25	\$4,000.00	(\$1,215.75)		(\$1,000.00)	
10-61370-610-000-00-000-262	Technical Instruction - Drafting and Design - Supplies	\$8,314.32	\$4,000.00	\$4,314.32	\$4,300.00		ADDITIONAL LAB NEEDS
10-61370-610-000-00-000-264	Technical Instruction - Electronics - Supplies Expense	\$0.00	\$4,000.00	(\$4,000.00)		(\$4,000.00)	
10-61370-648-000-00-000-000	Technical Instruction - Software	\$3,500.00	\$4,500.00	(\$1,000.00)		(\$1,000.00)	
10-61380-271-000-00-000-000	Trade and Industrial - Medical	\$124,002.05	\$242,120.00	(\$118,117.95)	\$5,000.00		ADJUST PROJECTED BENEFIT COSTS
10-61380-272-000-00-000-000	Trade and Industrial - Dental/Vision	\$19,525.95	\$12,463.00	\$7,062.95	\$8,000.00		ADJUST PROJECTED BENEFIT COSTS
10-61380-290-000-00-000-000	Trade and Industrial - 403(b) payments Expense	\$0.00	\$29,000.00	(\$29,000.00)		(\$29,000.00)	NO RETIREMENT
10-61380-330-000-00-000-000	Trade and Industrial - Contracted Substitutes	\$43,169.65	\$19,500.00	\$23,669.65	\$25,000.00		
10-61380-610-000-00-000-265	Trade and Industrial - Art and Design - Supplies	\$2,389.92	\$5,000.00	(\$2,610.08)		(\$2,500.00)	ADDITIONAL LAB NEEDS
10-61380-610-000-00-000-266	Trade and Industrial - Graphic Arts - Supplies	\$5,039.39	\$9,500.00	(\$4,460.61)		(\$4,000.00)	ADDITIONAL LAB NEEDS
10-61380-610-000-00-000-270	Trade and Industrial - Auto Body - Supplies	\$5,830.76	\$12,000.00	(\$6,169.24)		(\$6,000.00)	ADDITIONAL LAB NEEDS
10-61380-610-000-00-000-271	Trade and Industrial - Auto Tech - Supplies	\$12,182.21	\$14,000.00	(\$1,817.79)		(\$1,500.00)	ADDITIONAL LAB NEEDS
10-61380-610-000-00-000-272	Trade and Industrial - Construction Trades - Supplies	\$7,224.99	\$9,500.00	(\$2,275.01)		(\$2,000.00)	ADDITIONAL LAB NEEDS
10-61380-610-000-00-000-275	Trade and Industrial - Electrical Engineering - Supplies	\$14,471.65	\$11,000.00	\$3,471.65	\$3,000.00		
10-61380-610-000-00-000-277	Trade and Industrial - Precision Machining - Supplies	\$9,854.26	\$9,000.00	\$854.26	\$1,000.00		
10-61380-610-000-00-000-278	Trade and Industrial - Facilities Maintenance - Supplies	\$2,278.43	\$7,000.00	(\$4,721.57)		(\$4,500.00)	ADDITIONAL LAB NEEDS
10-61380-610-000-00-000-279	Trade and Industrial - Metal Fabrication - Supplies	\$7,788.03	\$12,000.00	(\$4,211.97)		(\$4,000.00)	ADDITIONAL LAB NEEDS
10-61380-610-000-00-000-290	Trade and Industrial - Graduation Supplies	\$319.66	\$7,000.00	(\$6,680.34)		(\$5,000.00)	ADDITIONAL LAB NEEDS
10-61380-610-000-00-000-293	Trade and Industrial - Repair Parts Expense	\$0.00	\$1,000.00	(\$1,000.00)		(\$1,000.00)	ADDITIONAL LAB NEEDS
10-61390-220-000-00-000-000	Other Voc Ed - Social Security	\$4,564.34	\$9,469.00	(\$4,904.66)		(\$2,000.00)	ADJUST PROJECTED BENEFIT COSTS
10-61390-230-000-00-000-000	Other Voc Ed - Retirement	\$20,668.98	\$42,444.00	(\$21,775.02)		(\$10,000.00)	ADJUST PROJECTED BENEFIT COSTS
10-61390-271-000-00-000-000	Other Voc Ed - Medical	\$30,960.00	\$34,944.00	(\$3,984.00)		(\$3,600.00)	ADJUST PROJECTED BENEFIT COSTS
10-61390-272-000-00-000-000	Other Voc Ed - Dental/Vision	\$144.00	\$2,266.00	(\$2,122.00)		(\$2,000.00)	ADJUST PROJECTED BENEFIT COSTS
10-61390-610-000-00-000-000	Other Voc Ed - Supplies	\$354.77	\$2,000.00	(\$1,645.23)		(\$1,500.00)	ADDITIONAL LAB NEEDS
10-61390-610-000-00-000-001	Other Voc Ed - Math Supplies	\$473.78	\$3,000.00	(\$2,526.22)		(\$2,000.00)	ADDITIONAL LAB NEEDS
10-62122-271-000-00-000-000	Pupil Personnel - Medical	\$46,440.00	\$52,416.00	(\$5,976.00)		(\$5,400.00)	ADJUST PROJECTED BENEFIT COSTS
10-62122-272-000-00-000-000	Pupil Personnel - Dental/Vision	\$216.00	\$3,399.00	(\$3,183.00)		(\$3,000.00)	ADJUST PROJECTED BENEFIT COSTS
10-62122-330-000-00-000-000	Pupil Personnel - Advertising Services	\$1,350.00	\$6,000.00	(\$4,650.00)		(\$4,500.00)	

ERIE COUNTY TECHNICAL SCHOOL
BUDGET TRANSFER WORKSHEET - MAY 2020

		<u>YTD ACTUAL</u>	<u>BUDGET</u>	<u>OVER/(UNDER)</u>	<u>INCREASES</u>	<u>DECREASES</u>	<u>EXPLANATION</u>
10-62122-550-000-00-000-000	Pupil Personnel - Admissions Printing	\$20,158.34	\$10,000.00	\$10,158.34	\$10,000.00		
10-62122-635-000-00-000-003	Pupil Personnel - Meals - Admissions	\$3,380.79	\$1,300.00	\$2,080.79	\$2,000.00		
10-62260-271-000-00-000-000	Curriculum Development - Medical	\$30,960.00	\$34,944.00	(\$3,984.00)		(\$3,600.00)	ADJUST PROJECTED BENEFIT COSTS
10-62260-272-000-00-000-000	Curriculum Development - Dental/Vision	\$144.00	\$2,266.00	(\$2,122.00)		(\$2,000.00)	ADJUST PROJECTED BENEFIT COSTS
10-62271-240-000-00-000-000	Instructional Staff Development - Tuition - Certified	\$30,508.00	\$20,000.00	\$10,508.00	\$13,500.00		PERSONNEL CHANGE
10-62271-810-000-00-000-000	Instructional Staff Development - Dues - Certified	\$477.00	\$2,600.00	(\$2,123.00)		(\$2,100.00)	
10-62310-330-000-00-000-000	Board Services - Professional Services	\$100.00	\$1,150.00	(\$1,050.00)		(\$1,000.00)	
10-62310-635-000-00-000-000	Board Services -Meals/Refreshments	\$1,112.79	\$2,300.00	(\$1,187.21)		(\$700.00)	
10-62310-810-000-00-000-000	Board Services - Dues and Fees	\$4,774.00	\$6,500.00	(\$1,726.00)		(\$1,500.00)	
10-62360-271-000-00-000-000	Director Services - Medical	\$15,480.00	\$17,472.00	(\$1,992.00)		(\$1,800.00)	ADJUST PROJECTED BENEFIT COSTS
10-62360-272-000-00-000-000	Director Services - Dental/Vision	\$72.00	\$1,133.00	(\$1,061.00)		(\$1,000.00)	ADJUST PROJECTED BENEFIT COSTS
10-62360-610-000-00-000-000	Director Services - Supplies	\$1,330.29	\$3,250.00	(\$1,919.71)		(\$1,500.00)	
10-62360-635-000-00-000-000	Director Services - Meals and Refreshments	\$2,496.86	\$1,500.00	\$996.86	\$1,100.00		
10-62380-271-000-00-000-000	Principal/High School Secretary - Medical	\$30,960.00	\$39,312.00	(\$8,352.00)		(\$7,500.00)	ADJUST PROJECTED BENEFIT COSTS
10-62380-272-000-00-000-000	Principal/High School Secretary - Dental/Vision	\$144.00	\$1,794.00	(\$1,650.00)		(\$1,500.00)	ADJUST PROJECTED BENEFIT COSTS
10-62380-610-000-00-000-000	Principal/High School Secretary - High School Supplies	\$3,900.91	\$250.00	\$3,650.91	\$3,500.00		
10-62380-610-000-00-000-001	Principal/High School Secretary - Infinite Campus Photos	\$2,050.00	\$5,000.00	(\$2,950.00)		(\$2,000.00)	
10-62611-271-000-00-000-000	Maintenance Supervisor - Medical	\$15,480.00	\$17,472.00	(\$1,992.00)		(\$1,800.00)	ADJUST PROJECTED BENEFIT COSTS
10-62611-272-000-00-000-000	Maintenance Supervisor - Dental/Vision	\$72.00	\$1,133.00	(\$1,061.00)		(\$1,000.00)	ADJUST PROJECTED BENEFIT COSTS
10-62619-271-000-00-000-000	Maintenance/Custodial - Medical	\$30,960.00	\$53,290.00	(\$22,330.00)		(\$22,000.00)	ADJUST PROJECTED BENEFIT COSTS
10-62619-272-000-00-000-000	Maintenance/Custodial - Dental/Vision	\$144.00	\$2,266.00	(\$2,122.00)		(\$2,000.00)	ADJUST PROJECTED BENEFIT COSTS
10-62620-521-000-00-000-000	Maintenance - Property and Liability Ins (High School)	\$42,400.50	\$39,000.00	\$3,400.50	\$3,000.00		
10-62620-521-000-00-801-000	Maintenance - Property and Liability Ins (Skills Center)	\$14,133.50	\$12,500.00	\$1,633.50	\$1,600.00		
10-62620-610-000-00-000-000	Maintenance - Supplies (High School)	\$38,342.37	\$30,000.00	\$8,342.37	\$8,000.00		
10-62620-610-000-00-801-000	Maintenance - Supplies (High School)		\$2,000.00	(\$2,000.00)		(\$2,000.00)	
10-62630-412-000-00-000-000	Care of Grounds - Snow Removal	\$17,869.43	\$15,500.00	\$2,369.43	\$2,300.00		
10-62640-750-000-00-000-000	Operations and Maintenance - Equipment		\$1,900.00	(\$1,900.00)		(\$1,800.00)	
10-62831-271-000-00-000-000	HR/Quality - Medical	\$15,480.00	\$17,472.00	(\$1,992.00)		(\$1,800.00)	ADJUST PROJECTED BENEFIT COSTS
10-62831-272-000-00-000-000	HR/Quality - Dental/Vision	\$72.00	\$1,133.00	(\$1,061.00)		(\$1,000.00)	ADJUST PROJECTED BENEFIT COSTS
10-62834-324-000-00-000-000	Staff Development - Employee Training - Non-Instructional	\$3,096.00		\$3,096.00	\$3,000.00		
10-62839-330-000-00-000-000	HR/Quality - ISO Audit	\$6,191.55	\$3,000.00	\$3,191.55	\$3,000.00		
10-62840-271-000-00-000-000	Technology Services - Medical	\$30,960.00	\$34,944.00	(\$3,984.00)		(\$3,500.00)	ADJUST PROJECTED BENEFIT COSTS
10-62840-272-000-00-000-000	Technology Services - Dental/Vision	\$144.00	\$2,266.00	(\$2,122.00)		(\$2,000.00)	ADJUST PROJECTED BENEFIT COSTS
10-62840-618-000-00-000-001	Technology - printer toner stock	\$4,499.89	\$0.00	\$4,499.89	\$5,000.00		
10-62840-648-000-00-000-000	Technology Services - Software	\$4,500.00	\$0.00	\$4,500.00	\$5,000.00		
10-63390-810-000-00-000-000	Other Community Services - Co-op Clearance Reimb		\$1,000.00	(\$1,000.00)		(\$1,000.00)	

NON-BUDGETED ITEM REQUESTS

10-64600-430-000-00-000-000	CAEP Transition Expenses - Skill Center - Technology/Maintenance related				\$25,000.00	
10-64600-430-000-00-000-000	Electrical wiring - Electrical Engineering program				\$6,500.00	
10-65230-931-000-00-000-000	CAPITAL PROJECTS TRANSFER - Technology - COVID - Flexible Instruction Technology				\$100,000.00	

TOTALS

\$261,800.00 (\$261,800.00)

RCTC BUDGET TRANSFERS

		<u>YTD ACTUAL</u>	<u>BUDGET</u>	<u>OVER/(UNDER)</u>	<u>INCREASES</u>	<u>DECREASES</u>
10-61610-110-100-40-000-000	RCTC - Manager Salaries	\$51,882.63	\$41,400.00	\$10,482.63	\$20,000.00	
10-61610-120-100-40-000-000	RCTC - Instructor Salary	\$27,189.75	\$65,000.00	(\$37,810.25)		(\$35,000.00)
10-61610-140-100-40-000-000	RCTC - Secretary Salary	\$5,692.71	\$9,706.00	(\$4,013.29)		(\$4,000.00)
10-61610-213-100-40-000-000	RCTC - Life Insurance	\$67.20	\$67.00	\$0.20		
10-61610-220-000-00-000-000	RCTC - Social Security	\$0.00	\$8,882.00	(\$8,882.00)	\$4,000.00	

ERIE COUNTY TECHNICAL SCHOOL
BUDGET TRANSFER WORKSHEET - MAY 2020

		<u>YTD ACTUAL</u>	<u>BUDGET</u>	<u>OVER/(UNDER)</u>	<u>INCREASES</u>	<u>DECREASES</u>	<u>EXPLANATION</u>
10-61610-220-100-40-000-000	RCTC - Social Security	\$6,187.54		\$6,187.54			
10-61610-230-000-00-000-000	RCTC - Retirement	\$8,489.79	\$20,953.00	(\$12,463.21)	\$15,000.00		
10-61610-230-100-40-000-000	RCTC- Retirement	\$5,200.60		\$5,200.60			
10-61610-231-000-00-000-000	RCTC - VOYA Retirement	\$115.60		\$115.60			
10-61610-260-100-40-000-000	RCTC - Workers Comp	\$831.72	\$1,103.00	(\$271.28)			
10-61610-290-100-40-000-000	RCTC - 403(b) payments	\$930.00		\$930.00	\$1,000.00		
10-61610-330-100-40-000-000	RCTC - Contracted Services	\$298,695.46	\$250,189.00	\$48,506.46	\$36,500.00		
10-61610-530-100-40-000-000	RCTC - Postage	\$90.90	\$2,000.00	(\$1,909.10)			
10-61610-540-100-40-000-000	RCTC - Advertising	\$3,455.03	\$15,000.00	(\$11,544.97)		(\$10,000.00)	
10-61610-610-000-00-000-000	RCTC Supplies	\$70.31	\$200.00	(\$129.69)			
10-61610-610-100-40-000-000	RCTC - Supplies	\$10,648.68	\$15,000.00	(\$4,351.32)		(\$2,500.00)	
10-61610-640-100-40-000-000	RCTC- Textbooks	\$501.11	\$25,000.00	(\$24,498.89)		(\$25,000.00)	
10-61610-648-100-40-000-000	RCTC Supplies - Software	\$660.00		\$660.00			
			TOTALS		\$76,500.00	(\$76,500.00)	

Erie County Technical School

H. F. Walker

Description								
Date	Destination	Purpose	Beginning Odometer	Ending Odometer	Total Miles	Reimb @ rate		
4/23/2020	East Springfield	Signature - Sam Ring		44	44	\$25.300		
					0	\$0.000		
					0	\$0.000		
					0	\$0.000		
					0	\$0.000		
					0	\$0.000		
					0	\$0.000		
					0	\$0.000		
					0	\$0.000		
					0	\$0.000		
					0	\$0.000		
					0	\$0.000		
					0	\$0.000		
					0	\$0.000		
Totals			\$0.000			\$25.300		
	Budget Account:							

I certify the above expenses are true and accurate.

10/10/19

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Revision Date: January 1, 2020

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Business Manager's Report
April 2020

Prepared by Terri Birchard
Business Manager

1	General Ledger Bank Account Balances	April 30, 2020	March 31, 2020	Change
	General Fund Cash & Investment Accounts			
	PNC, PSDLAF, ERIEBank, NWSB	\$ 1,635,963.08	\$1,369,566.43	\$ 266,396.65
	Capital Projects Fund, PSDLAF, NWSB & PNC	\$ 682,882.25	\$ 709,124.59	\$ (26,242.34)
	Student Activities Fund-PNC & NWSB	\$ 17,654.68	\$17,654.68	\$ -
	Flexible Spending Acct - PNC	\$ 8,415.68	\$7,304.28	\$ 1,111.40
	Total All Funds - Bank Balances	\$ 2,344,915.69	\$2,103,649.98	\$ 241,265.71

2	General Fund (Fund 10)	April 30, 2020			March 31, 2020		
	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	\$ 4,077,709	82.20%	\$ 4,960,447	\$ 3,661,559	73.82%
	Revenue-All Other Sources	\$ 1,666,429	\$ 1,286,848	77.22%	\$ 1,666,429	\$ 1,140,560	68.44%
	Total Revenue	\$ 6,626,876	\$ 5,364,557		\$ 6,626,876	\$ 4,802,120	
	Expenditure and reserve	\$ 6,626,876	\$ 4,731,662	71.40%	\$ 6,626,876	\$ 4,292,129	64.77%
	Change	\$ -	\$ 632,895		\$ -	\$ 509,991	
	<u>Fund Balances</u>						
	Fund Balance-Unassigned-(High School)	\$ 138,631	\$ 771,526		\$ 138,631	\$ 648,622	
	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	\$ 1,460,488		\$ 827,593	\$ 1,337,584	
		April 30, 2020			March 31, 2020		
	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	\$ 442,094	92.88%	\$ 476,000	\$ 425,100	89.31%
	Expenditure and reserve	\$ 476,000	\$ 420,305	88.30%	\$ 476,000	\$ 414,369	87.05%
	Change	\$ -	\$ 21,790		\$ -	\$ 10,731	
	Fund Balance-Assigned-RCTC	\$ 217,986	\$ 244,694		\$ 217,986	\$ 233,635	

Business Manager's Report
April 2020

Prepared by Terri Birchard
Business Manager

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ECTS Capital Projects Fund (Fund 31) Revenue and Expenditure Summary		April 30, 2020			March 31, 2020		
		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	\$ 65,900	100.00%
School District Contributions - Pre Bid Documents	\$	-	\$ 225,000		\$ -	\$ 225,000	
Interest	\$	650	\$ 8,575	1319.23%	\$ 650	\$ 8,266	1271.64%
	\$	66,550	\$ 299,475		\$ 66,550	\$ 299,166	
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	\$	-	\$ 50,458		\$ -	\$ 50,458	
Classroom Projection	\$	20,000	\$ -	0.00%	\$ 20,000	\$ -	0.00%
Fire Alarm Project	\$	-	\$ 112,815		\$ -	\$ 112,815	
School District - Pre-Bid Documents	\$	-	\$ 225,000		\$ -	\$ 225,000	
Other - Production Server Replacement	\$	50,000	\$ -	0.00%	\$ 50,000	\$ -	0.00%
	\$	128,000	\$ 388,273		\$ 128,000	\$ 388,273	
Fund Balance							
Assigned-Transition Center	\$	-	\$ -		\$ -	\$ -	
Assigned-Capital Projects	\$	720,729	\$ 693,381		\$ 720,729	\$ 693,072	
	\$	720,729	\$ 693,381		\$ 720,729	\$ 693,072	

Business Manager's Report
April 2020

Prepared by Terri Birchard
Business Manager

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Student Activity Fund (Fund 81)		April 30, 2020	March 31, 2020
		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	\$	9,214	\$ 9,211
Make-A-Wish/Community Blood Bank/Other	\$	1,512	\$ 1,512
National Technical Honor Society	\$	5,536	\$ 5,534
	\$	16,261	\$ 16,256
<u>Expenditure</u>			
SkillsUSA	\$	7,625	\$ 7,625
Make-A-Wish/Community Blood Bank/Other	\$	-	\$ -
National Technical Honor Society	\$	3,216	\$ 3,216
	\$	10,841	\$ 10,841
<u>Fund Balances- YTD</u>			
Assigned-SkillsUSA/Other	\$	4,937	\$ 4,934
Assigned -Other	\$	3,327	\$ 3,327
Assigned-NTHS	\$	5,601	\$ 5,598
	\$	13,864	\$ 13,859

Business Manager's Report
April 2020

Prepared by Terri Birchard
Business Manager

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NOREBT-ECTS	Medical/ Rx	Dental/Vision	Total
Per Employee Per Month	\$ 1,283	\$ 85	\$ 1,368
Account Balance July 1, 2019, Per NOREBT Statement	\$ 585,627	SELF FUNDED - NA	\$ 585,627
	\$ -		\$ -
Account Balance July 1, 2019, Adjusted for June claims	\$ 585,627		\$ 585,627
Plus: YTD Contributions+receipts	\$ 522,458		\$ 522,458
Plus: Prescription formulary rebate	\$ 6,496		\$ 6,496
Plus: Interest allocation/Loyalty credit	\$ 13,624		\$ 13,624
Plus: reimbursement from excess loss fund	\$ -		\$ -
	\$ 542,578		\$ 542,578
Less: YTD gross claims	\$ (381,197)		\$ (381,197)
Less: YTD gross claims- prescription	\$ (131,060)		\$ (131,060)
Less: Claims Administration	\$ (21,286)		\$ (21,286)
Less: Stop Loss insurance	\$ (16,757)		\$ (16,757)
Less: reinsurance for large claims over 40K	\$ (98,308)		\$ (98,308)
Less: Miscellaneous Admin (Legal/ACA Fees/Audit)	\$ (663)		\$ (663)
Less: other expense- Wellness contribution	\$ (1,209)		\$ (1,209)
Less: Admin expenses/stop-loss ins	\$ (786)		\$ (786)
Less: Total YTD claims/exps.	\$ (651,266)		\$ (651,266)
Total YTD claims and expenses			
YTD contributions less expenses	\$ (108,688)		\$ (108,688)
Account balance -3/31/2020 per NOREBT Statement	\$ 476,939	SELF FUNDED - NA	\$ 476,939
Months of claims + expenses in reserve	8.8	Cash Balances - BAI	8.8
avg monthly claims + expenses	\$ 54,272		\$ 54,272

****MOST RECENT STATEMENT THROUGH 3/31/20****

Other information

- A. PDE General Fund Budget submission completed**
- B. Working on Perkins grant spending**
- C. Working on Safety grant spending**
- D. Submitted final report to Safe Schools for SRO grant**

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

General Fund - PNC - Depository Account - NWSB		April 2020	March 2020
Beginning Cash Balance - PNC/NWSB	\$	70,278.32	\$ 165,044.10
Plus: Receipts			
Receipts Deposited		562,483.31	242,996.36
Tfr from other accounts		150,000.00	0.00
Credit card receipts		0.00	12,429.06
Total Receipts	\$	712,483.31	\$ 255,425.42
Less: Disbursements			
Checks Disbursements		193,624.46	209,963.79
Wire/ACH payments-taxes/fees/ RCTC Credit Card Refunds		10,799.63	13,542.01
Tfr to other accounts - FLEX/Vision/Dental/Food Service Fund		4,685.40	1,685.40
ACH transfers to PSDLAF		300,000.00	125,000.00
Total disbursements	\$	509,109.49	\$ 350,191.20
Ending Cash Balance - PNC/NWSB General Fund	\$	273,652.14	\$ 70,278.32
General Fund - PSDLAF/PSDMAX/Investments		April 2020	March 2020
Beginning Cash Balance - PSDLAF	\$	401,414.68	\$ 520,240.19
Plus: Receipts			
Transfers from PNC-Erie		300,000.00	125,000.00
Void Add-backs		0.00	0.00
PSDLAF/PSDMAX interest		74.00	305.14
Social Security Subsidy direct deposit		0.00	0.00
Retirement Subsidy direct deposit		0.00	121,564.02
Vocational Ed Subsidy direct deposit		118,047.00	12,755.52
Other revenues - PSERS/Payroll adjustment/Equipment grant/RCTC tuit		-	60,563.84
Federal/State program grant direct deposit - Perkins		28,228.00	28,228.00
Total Receipts	\$	446,349.00	\$ 348,416.52
Less: Disbursements			
Check Disbursements		0.00	0.00
Payroll, VISA and ACH payments out		222,277.87	235,935.47
PSERS Employer/Employee Payment		16,393.32	231,306.56
TFR to other accounts/funds - Capital Projects Fund		150,000.00	0.00
Total Disbursements	\$	388,671.19	\$ 467,242.03
Ending Cash Balance - PSDLAF	\$	459,092.49	\$ 401,414.68
ERIEBank		April 2020	March 2020
Beginning Cash Balance-ERIEBank	\$	903,217.76	\$ 896,874.50
Plus: Receipts			
Receipts Deposited		0.00	0.00
Interest		0.71	0.71
Unrealized gains/losses		0.00	6,342.55
Total Receipts	\$	0.71	\$ 6,343.26
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	\$	903,218.47	\$ 903,217.76
	\$	2,702.83	\$ 2,702.12
	\$	900,516.42	\$ 900,516.42
	\$	903,218.47	\$ 903,217.76

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

General Fund Section 125-PNC		April 2020	March 2020
Beginning Cash Balance-PNC		\$ 7,304.28	\$ 6,698.88
Plus Receipts			
Receipts Deposited		1,685.40	1,685.40
Transfers from other accounts		0.00	0.00
Total Receipts		\$ 1,685.40	\$ 1,685.40
Less Disbursements			
Check Disbursements		574.00	1,080.00
Other Disbursements		0.00	0.00
		\$ 574.00	\$ 1,080.00
Ending Cash Balance-PNC		\$ 8,415.68	\$ 7,304.28
General Fund -Dental and Vision Claims - PNC		April 2020	March 2020
Beginning Cash Balance-PNC		\$ 6,945.51	\$ 9,162.51
Plus Receipts			
Receipts Deposited		3,000.00	0.00
Transfers from other accounts		0.00	0.00
Total Receipts		\$ 3,000.00	\$ -
Less Disbursements			
Check Disbursements		1,402.00	2,217.00
Other Disbursements		0.00	0.00
		\$ 1,402.00	\$ 2,217.00
Ending Cash Balance-PNC		\$ 8,543.51	\$ 6,945.51
	Dental	6,367.85	5,189.85
	Vision	2,175.66	1,755.66
		\$ 8,543.51	\$ 6,945.51
Capital Projects Fund - PSDLAF / PNC / NWSB Accounts		April 2020	March 2020
Beginning Cash and Investments Balance- PSDLAF		\$ 709,124.19	\$ 708,749.86
Plus Receipts			
Transfers from General Fund-per budget		0.00	0.00
School District Pre-bid documents		0.00	0.00
Interest posted		0.00	374.33
Total Receipts		\$ -	\$ 374.33
Less disbursements			
Less transfers to General Fund		0.00	0.00
Less Checks		0.00	0.00
Less Checks issued - PreBid Documents		0.00	0.00
		\$ -	\$ -
Ending Cash and Investments Balance - PSDLAF		\$ 709,124.19	\$ 709,124.19
	PNC account	15,554.80	15,554.80
	NWSB account	131,081.16	131,081.16
	PSDMAX account	562,488.23	562,488.23
		\$ 709,124.19	\$ 709,124.19

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

Student Activity Fund - PNC / NWSB (For Information)		April 2020	March 2020
Beginning Cash Balance - PNC		\$ 17,654.68	\$ 12,451.28
Plus Receipts			
SkillsUSA-Receipts	0.00		3,255.11
COS Funds-Transfer from General Fund	0.00		0.00
NTHS-Receipts	0.00		2,637.69
NTHS-Transfer from General Fund	0.00		0.00
Community Blood Bank	0.00		0.00
Make A Wish/Other	0.00		0.00
Interest/bank fees posted	0.01		0.00
Total Receipts	\$ 0.01	\$ 5,892.80	
Less SkillsUSA-disbursements-checks/fees, adjustments	0.00		0.00
Less Make A Wish/Blood Bank-disbursements-checks/fees	0.00		0.00
Less NTHS-disbursements-checks/fees	0.00		689.40
	\$ -	\$ 689.40	
Ending Cash Balance - PNC / NWSB		\$ 17,654.69	\$ 17,654.68
SkillsUSA	7,026.09		7,026.09
Blood Bank/Other	460.00		460.00
Make A Wish	3,591.68		3,591.68
NTHS	6,576.92		6,576.91
	\$ 17,654.69	\$ 17,654.68	

Respectfully submitted

Sam Ring,Chairman/Treasurer
Joint Operating Committee

Prepared by: Terri Birchard, Business Manager

Erie County Technical School

Statement of Activities

General Fund - July 1, 2019 to April 30, 2020

		7/1/2019 to 3/31/2020	7/1/2019 4/30/2020	Budget YTD	Over/Under
Revenues					
10-46510-000-	INTEREST INCOME	\$3,292.65	\$3,366.70	\$3,500.00	(\$133.30)
10-46530-000-	Gains Or Losses On Sale Of Investmen	\$14,533.76	\$14,533.76	\$0.00	\$14,533.76
10-46910-000-	Facility Rental	\$12,275.25	\$13,572.50	\$39,500.00	(\$25,927.50)
10-46943-100-	RCTC PART TIME TUITION	\$402,118.78	\$418,064.78	\$400,000.00	\$18,064.78
10-46943-100-	RCTC BOOKSTORE SALES	\$3,085.00	\$3,435.00	\$27,000.00	(\$23,565.00)
10-46946-000-	FAIRVIEW SD	\$127,302.03	\$141,446.70	\$169,736.00	(\$28,289.30)
10-46946-000-	FORT LEBOEUF SD	\$319,309.47	\$354,788.30	\$425,746.00	(\$70,957.70)
10-46946-000-	GENERAL MCLANE SD	\$304,226.28	\$338,029.20	\$405,635.00	(\$67,605.80)
10-46946-000-	GIRARD SD	\$296,260.47	\$329,178.30	\$395,014.00	(\$65,835.70)
10-46946-000-	HARBOR CREEK SD	\$326,483.28	\$362,759.20	\$435,311.00	(\$72,551.80)
10-46946-000-	IROQUOIS SD	\$168,670.53	\$187,411.70	\$224,894.00	(\$37,482.30)
10-46946-000-	MILLCREEK SD	\$602,425.53	\$669,361.70	\$803,234.00	(\$133,872.30)
10-46946-000-	NORTH EAST SD	\$294,226.48	\$326,918.31	\$392,302.00	(\$65,383.69)
10-46946-000-	NORTHWESTERN SD	\$252,740.97	\$280,823.30	\$336,988.00	(\$56,164.70)
10-46946-000-	UNION CITY SD	\$217,248.03	\$241,386.70	\$289,664.00	(\$48,277.30)
10-46946-000-	WATTSBURG SD	\$233,653.50	\$259,615.00	\$311,538.00	(\$51,923.00)
10-46946-000-	DISTRICTS-ALTERNATIVE EDUCAT	\$356,160.02	\$412,300.02	\$398,983.00	\$13,317.02
10-46946-000-	DISTRICTS- TRANSITION CENTER	\$104,399.91	\$104,399.91	\$265,401.00	(\$161,001.09)
10-46990-000-	MISCELLANEOUS REVENUE	\$4,526.37	\$4,793.34	\$58,000.00	(\$53,206.66)
10-46990-100-	RCTC - Refunds And Other Miscella	\$7,141.00	\$7,839.00	\$4,800.00	\$3,039.00
10-46992-000-	INSURANCE PAYMENTS-INDIVI	\$28,187.03	\$31,043.28	\$0.00	\$31,043.28
10-47220-000-	VOCATIONAL EDUCATION SUBS	\$472,041.73	\$590,088.73	\$613,252.00	(\$23,163.27)
10-47220-100-	VOCATIONAL EDUCATION SUBS	\$12,755.52	\$12,755.52	\$22,000.00	(\$9,244.48)
10-47360-000-	Safe Schools - SRO Grant	\$0.00	\$0.00	\$25,000.00	(\$25,000.00)
10-47509-000-	CTE SUPP EQUIPMENT GRANT-STA	\$60,563.84	\$60,563.84	\$19,600.00	\$40,963.84
10-47810-000-	SOCIAL SECURITY REIMBURSEME	\$44,332.21	\$44,332.21	\$128,018.00	(\$83,685.79)
10-47810-100-	SOCIAL SECURITY REIMBURSEME	\$0.00	\$0.00	\$6,200.00	(\$6,200.00)
10-47820-000-	RETIREMENT REIMBURSEMENT	\$337,810.42	\$337,810.42	\$567,282.00	(\$229,471.58)
10-47820-100-	RETIREMENT REIMBURSEMENT	\$0.00	\$0.00	\$16,000.00	(\$16,000.00)
10-48521-000-	PERKINS LOCAL PLAN	\$225,824.00	\$254,052.00	\$338,736.00	(\$84,684.00)
10-49400-000-	Sale of / Compen-loss of Fixed AssT	\$1,981.97	\$1,981.97	\$5,000.00	(\$3,018.03)
Total Revenues		\$5,233,576.03	\$5,806,651.39	\$7,128,334.00	(\$1,321,682.61)

Expenses

10-61290-120-	Transition Center - Salary	\$29,547.90	\$32,073.85	\$73,741.00	\$41,667.15
10-61290-141-	Transition Center - Aide Wages	\$35,619.51	\$40,778.07	\$50,067.00	\$9,288.93
10-61290-213-	Transition Center - Life Insurance	\$311.61	\$311.61	\$269.00	(\$42.61)
10-61290-214-	Transition Center - LTD Insurance	\$369.63	\$369.63	\$354.00	(\$15.63)
10-61290-220-	Transition Center - Social Security	\$4,652.45	\$5,239.73	\$9,471.00	\$4,231.27
10-61290-230-	Transition Center - Retirement	\$20,881.02	\$23,516.04	\$42,454.00	\$18,937.96
10-61290-260-	Transition Center - Workers Comp	\$1,144.00	\$1,144.00	\$1,238.00	\$94.00
10-61290-271-	Transition Center - Medical	\$32,842.70	\$32,842.70	\$34,944.00	\$2,101.30

Erie County Technical School

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General Fund - July 1, 2019 to April 30, 2020

		7/1/2019 to 3/31/2020	7/1/2019 4/30/2020	Budget YTD	Over/Under
10-61290-272-	Transition Center - Supplemental Bene	\$152.76	\$152.76	\$2,266.00	\$2,113.24
10-61290-290-	Transition Center - 403(b) payments	\$0.00	\$0.00	\$11,000.00	\$11,000.00
10-61290-580-	Transition Center - Field Trips/Travel	\$70.00	\$70.00	\$250.00	\$180.00
10-61290-610-	Transition Center - Special Needs-Instr	\$16,260.17	\$16,470.17	\$18,500.00	\$2,029.83
10-61290-610-	Transition Center - Supplies	\$2,758.74	\$2,770.69	\$0.00	(\$2,770.69)
10-61320-120-	Tourism/Hospitality - Salary	\$26,946.90	\$30,539.82	\$48,948.00	\$18,408.18
10-61320-213-	Tourism/Hospitality - Life Insurance	\$115.20	\$115.20	\$101.00	(\$14.20)
10-61320-214-	Tourism/Hospitality - LTD Insurance	\$223.20	\$223.20	\$230.00	\$6.80
10-61320-220-	Tourism/Hospitality - Social Security	\$2,051.69	\$2,325.23	\$3,745.00	\$1,419.77
10-61320-230-	Tourism/Hospitality - Retirement	\$9,315.92	\$10,547.94	\$16,784.00	\$6,236.06
10-61320-260-	Tourism/Hospitality - Workers Comp	\$453.00	\$453.00	\$489.00	\$36.00
10-61320-271-	Tourism/Hospitality - Medical	\$15,480.00	\$15,480.00	\$17,472.00	\$1,992.00
10-61320-272-	Tourism/Hospitality - Dental/Vision	\$72.00	\$72.00	\$1,133.00	\$1,061.00
10-61320-610-	Tourism/Hospitality - Supplies	\$5,917.97	\$5,917.97	\$3,000.00	(\$2,917.97)
10-61330-120-	Health Assistant - Salary	\$41,200.95	\$46,694.41	\$73,741.00	\$27,046.59
10-61330-213-	Health Assistant - Life Insurance	\$115.20	\$115.20	\$101.00	(\$14.20)
10-61330-214-	Health Assistant - LTD Insurance	\$223.20	\$223.20	\$230.00	\$6.80
10-61330-220-	Health Assistant - Social Security	\$3,114.35	\$3,525.41	\$5,641.00	\$2,115.59
10-61330-230-	Health Assistant - Retirement	\$14,244.39	\$16,128.09	\$25,286.00	\$9,157.91
10-61330-260-	Health Assistant - Workers Comp	\$682.00	\$682.00	\$737.00	\$55.00
10-61330-271-	Health Assistant - Medical	\$15,480.00	\$15,480.00	\$17,472.00	\$1,992.00
10-61330-272-	Health Assistant - Dental/Vision	\$72.00	\$72.00	\$1,133.00	\$1,061.00
10-61330-610-	Health Assistant - Supplies	\$4,504.72	\$4,504.72	\$7,500.00	\$2,995.28
10-61330-610-	Health Assistant - Supplies (Perkins)	\$1,168.78	\$1,168.78	\$5,000.00	\$3,831.22
10-61330-640-	Health Assistant - Textbook	(\$575.00)	(\$575.00)	\$0.00	\$575.00
10-61341-120-	Early Childhood Education - Salary	\$34,242.03	\$27,350.99	\$57,323.00	\$29,972.01
10-61341-213-	Early Childhood Education - Life Insu	\$115.20	\$115.20	\$101.00	(\$14.20)
10-61341-214-	Early Childhood Education - LTD Insu	\$223.20	\$223.20	\$230.00	\$6.80
10-61341-220-	Early Childhood Education - Social Se	\$0.00	\$2,078.08	\$4,385.00	\$2,306.92
10-61341-230-	Early Childhood Education - Retiremen	\$0.00	\$9,378.56	\$19,656.00	\$10,277.44
10-61341-260-	Early Childhood Education - Workers C	\$530.00	\$530.00	\$573.00	\$43.00
10-61341-271-	Early Childhood Education - Medical	\$15,480.00	\$15,480.00	\$17,472.00	\$1,992.00
10-61341-272-	Early Childhood Education - Dental/Vi	\$72.00	\$72.00	\$1,133.00	\$1,061.00
10-61341-610-	Early Childhood Education - Supplies	\$4,494.32	\$4,494.32	\$7,300.00	\$2,805.68
10-61341-610-	Early Childhood Education - Supplies (	\$0.00	\$0.00	\$2,000.00	\$2,000.00
10-61341-750-	Early Childhood Education - Equipmen	\$1,699.95	\$1,699.95	\$0.00	(\$1,699.95)
10-61342-120-	Culinary - Salary	\$58,696.34	\$65,022.70	\$89,525.00	\$24,502.30
10-61342-213-	Culinary - Life Insurance	\$230.40	\$230.40	\$202.00	(\$28.40)
10-61342-214-	Culinary - LTD Insurance	\$446.40	\$446.40	\$461.00	\$14.60
10-61342-220-	Culinary - Social Security	\$3,607.13	\$4,083.73	\$6,849.00	\$2,765.27
10-61342-230-	Culinary - Retirement	\$16,490.06	\$18,659.36	\$30,698.00	\$12,038.64
10-61342-260-	Culinary - Workers Comp	\$904.00	\$904.00	\$895.00	(\$9.00)
10-61342-271-	Culinary - Medical	\$30,960.00	\$30,960.00	\$34,944.00	\$3,984.00
10-61342-272-	Culinary - Dental/Vision	\$144.00	\$144.00	\$2,266.00	\$2,122.00
10-61342-610-	Culinary - Supplies	\$3,427.44	\$3,427.44	\$15,000.00	\$11,572.56

Erie County Technical School

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General Fund - July 1, 2019 to April 30, 2020

		7/1/2019 to 3/31/2020	7/1/2019 4/30/2020	Budget YTD	Over/Under
10-61342-610-	Culinary - Supplies	\$49,025.59	\$49,871.09	\$15,000.00	(\$34,871.09)
10-61342-610-	Culinary - Supplies (Perkins)	\$0.00	\$0.00	\$11,000.00	\$11,000.00
10-61370-120-	Technical Instruction - Salary	\$110,217.86	\$126,489.70	\$227,465.00	\$100,975.30
10-61370-213-	Technical Instruction - Life Insurance	\$443.99	\$443.99	\$403.00	(\$40.99)
10-61370-214-	Technical Instruction - LTD Insurance	\$860.22	\$860.22	\$922.00	\$61.78
10-61370-220-	Technical Instruction - Social Security	\$8,356.72	\$9,587.38	\$17,401.00	\$7,813.62
10-61370-230-	Technical Instruction - Retirement	\$29,559.73	\$34,020.15	\$77,998.00	\$43,977.85
10-61370-231-	VOYA Retirement	\$550.80	\$624.24	\$0.00	(\$624.24)
10-61370-260-	Technical Instruction - Workers Comp	\$2,104.00	\$2,104.00	\$2,275.00	\$171.00
10-61370-271-	Technical Instruction - Medical	\$59,660.76	\$59,660.76	\$69,888.00	\$10,227.24
10-61370-272-	Technical Instruction - Dental/Vision	\$277.49	\$277.49	\$4,532.00	\$4,254.51
10-61370-290-	Technical Instruction - 403(b) payment	\$0.00	\$0.00	\$15,000.00	\$15,000.00
10-61370-610-	Technical Instruction - Computer Prog	\$2,784.25	\$2,784.25	\$4,000.00	\$1,215.75
10-61370-610-	Technical Instruction - Drafting and D	\$8,284.32	\$8,314.32	\$4,000.00	(\$4,314.32)
10-61370-610-	Technical Instruction - Electronics - S	\$0.00	\$0.00	\$4,000.00	\$4,000.00
10-61370-610-	Technical Instruction - Computer Netw	\$4,038.94	\$4,038.94	\$4,000.00	(\$38.94)
10-61370-610-	Technical Instruction - Supplies (Perk	\$23,354.48	\$23,354.48	\$9,900.00	(\$13,454.48)
10-61370-648-	Technical Instruction - Software	\$3,500.00	\$3,500.00	\$4,500.00	\$1,000.00
10-61380-120-	Trade and Industrial - Salary	\$384,521.63	\$436,003.77	\$680,546.00	\$244,542.23
10-61380-121-	Trade and Industrial - Substitutes	(\$21,206.04)	(\$21,206.04)	\$18,750.00	\$39,956.04
10-61380-141-	Trade and Industrial - Aides (Perkins)	\$64,458.37	\$73,902.85	\$107,514.00	\$33,611.15
10-61380-213-	Trade and Industrial - Life Insurance	\$1,038.60	\$1,799.11	\$1,109.00	(\$690.11)
10-61380-213-	Trade and Industrial - Life Insurance (	\$201.60	\$201.60	\$269.00	\$67.40
10-61380-214-	Trade and Industrial - LTD Insurance	(\$323.02)	\$605.46	\$2,534.00	\$1,928.54
10-61380-220-	Trade and Industrial - Social Security	\$29,311.42	\$33,194.96	\$53,496.00	\$20,301.04
10-61380-220-	Trade and Industrial - Social Security (	\$4,931.07	\$5,653.57	\$8,225.00	\$2,571.43
10-61380-230-	Trade and Industrial - Retirement	\$135,833.38	\$153,484.83	\$233,359.00	\$79,874.17
10-61380-230-	Trade and Industrial - Retirement (Per	\$22,102.78	\$25,341.30	\$36,867.00	\$11,525.70
10-61380-250-	Trade and Industrial - Unemployment C	\$425.88	\$567.84	\$5,000.00	\$4,432.16
10-61380-260-	Trade and Industrial - Workers Comp	(\$5,807.00)	(\$5,807.00)	\$6,993.00	\$12,800.00
10-61380-260-	Trade and Industrial - Workers Comp (	\$1,062.00	\$1,062.00	\$1,075.00	\$13.00
10-61380-271-	Trade and Industrial - Medical	\$68,133.05	\$124,002.05	\$242,120.00	\$118,117.95
10-61380-271-	Trade and Industrial - Medical (Perkin	\$0.00	\$0.00	\$12,230.00	\$12,230.00
10-61380-272-	Trade and Industrial - Dental/Vision	\$18,123.95	\$19,525.95	\$12,463.00	(\$7,062.95)
10-61380-290-	Trade and Industrial - 403(b) payment	\$0.00	\$0.00	\$29,000.00	\$29,000.00
10-61380-330-	Trade and Industrial - Contracted Subs	\$43,169.65	\$43,169.65	\$19,500.00	(\$23,669.65)
10-61380-430-	Trade and Industrial - High School Rep	\$914.25	\$914.25	\$1,000.00	\$85.75
10-61380-580-	Trade and Industrial - Travel (Perkins)	\$1,950.00	\$1,950.00	\$12,500.00	\$10,550.00
10-61380-610-	Trade and Industrial - Art and Design -	\$2,389.92	\$2,389.92	\$5,000.00	\$2,610.08
10-61380-610-	Trade and Industrial - Graphic Arts - S	\$5,039.39	\$5,039.39	\$9,500.00	\$4,460.61
10-61380-610-	Trade and Industrial - Auto Body - Sup	\$5,586.00	\$5,830.76	\$12,000.00	\$6,169.24
10-61380-610-	Trade and Industrial - Auto Tech - Sup	\$6,926.57	\$12,182.21	\$14,000.00	\$1,817.79
10-61380-610-	Trade and Industrial - Construction Tr	\$7,224.99	\$7,224.99	\$9,500.00	\$2,275.01
10-61380-610-	Trade and Industrial - Cosmetology - S	\$8,370.37	\$8,382.32	\$9,000.00	\$617.68
10-61380-610-	Trade and Industrial - Electrical Engine	\$13,605.21	\$14,471.65	\$11,000.00	(\$3,471.65)

Erie County Technical School

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General Fund - July 1, 2019 to April 30, 2020

		7/1/2019 to 3/31/2020	7/1/2019 4/30/2020	Budget YTD	Over/Under
10-61380-610-	Trade and Industrial - Precision Machin	\$9,854.26	\$9,854.26	\$9,000.00	(\$854.26)
10-61380-610-	Trade and Industrial - Facilities Mainte	\$2,238.45	\$2,278.43	\$7,000.00	\$4,721.57
10-61380-610-	Trade and Industrial - Metal Fabricati	\$7,571.49	\$7,788.03	\$12,000.00	\$4,211.97
10-61380-610-	Trade and Industrial - Graduation Supp	\$319.66	\$319.66	\$7,000.00	\$6,680.34
10-61380-610-	Trade and Industrial - Copier Paper Re	\$4,688.00	\$4,688.00	(\$38,500.00)	(\$43,188.00)
10-61380-610-	Trade and Industrial - Repair Parts	\$0.00	\$0.00	\$1,000.00	\$1,000.00
10-61380-610-	Trade and Industrail - Miscellaneous L	(\$133.80)	(\$133.80)	\$1,000.00	\$1,133.80
10-61380-610-	Trade and Industrial - Instructional Sup	\$26,679.05	\$26,679.05	\$73,756.00	\$47,076.95
10-61380-640-	Trade and Industrial - Textbooks	\$22,816.91	\$22,816.91	\$22,625.00	(\$191.91)
10-61380-648-	SALARY-T & I	\$0.00	\$264.00	\$0.00	(\$264.00)
10-61380-648-	Trade and Industrial - Lab Software	\$8,991.00	\$8,991.00	\$8,500.00	(\$491.00)
10-61380-648-	Trade and Industrail - Lab Software (P	\$0.00	\$0.00	\$9,000.00	\$9,000.00
10-61380-750-	Trade and Industrial - CTE Equipment	\$134.25	\$134.25	\$19,600.00	\$19,465.75
10-61380-750-	Trade and Industrial - Equipment (Per	\$39,317.40	\$39,317.40	\$23,600.00	(\$15,717.40)
10-61390-120-	Other Voc Ed - Salary	\$52,902.60	\$59,956.28	\$123,780.00	\$63,823.72
10-61390-213-	Other Voc Ed - Life Insurance	\$230.40	\$230.40	\$202.00	(\$28.40)
10-61390-214-	Other Voc Ed - LTD Insurance	\$446.40	\$446.40	\$461.00	\$14.60
10-61390-220-	Other Voc Ed - Social Security	\$4,027.34	\$4,564.34	\$9,469.00	\$4,904.66
10-61390-230-	Other Voc Ed - Retirement	\$18,250.28	\$20,668.98	\$42,444.00	\$21,775.02
10-61390-260-	Other Voc Ed - Workers Comp	\$1,389.00	\$1,389.00	\$1,238.00	(\$151.00)
10-61390-271-	Other Voc Ed - Medical	\$30,960.00	\$30,960.00	\$34,944.00	\$3,984.00
10-61390-272-	Other Voc Ed - Dental/Vision	\$144.00	\$144.00	\$2,266.00	\$2,122.00
10-61390-610-	Other Voc Ed - Supplies	\$354.77	\$354.77	\$2,000.00	\$1,645.23
10-61390-610-	Other Voc Ed - Math Supplies	\$453.78	\$473.78	\$3,000.00	\$2,526.22
10-61442-140-	Career Alternative Education - Secreta	\$14,491.86	\$16,026.90	\$33,539.00	\$17,512.10
10-61442-213-	Career Alternative Education - Life In	\$33.60	\$33.60	\$0.00	(\$33.60)
10-61442-214-	Career Alternative Education - LTD I	\$0.00	\$0.00	\$88.00	\$88.00
10-61442-220-	Career Alternative Education - Social S	\$1,108.69	\$1,226.13	\$2,566.00	\$1,339.87
10-61442-230-	Career Alternative Education - Retirem	\$4,975.24	\$5,501.60	\$11,501.00	\$5,999.40
10-61442-260-	Career Alternative Education - Worker	\$92.28	\$92.28	\$335.00	\$242.72
10-61442-271-	Career Alternative Education - Medica	\$0.00	\$0.00	\$13,104.00	\$13,104.00
10-61442-272-	Career Alternative Education - Dental/	\$0.00	\$0.00	\$850.00	\$850.00
10-61442-329-	Career Alternative Education - Profess	\$279,840.00	\$325,710.00	\$324,000.00	(\$1,710.00)
10-61442-580-	Career Alternative Education - Travel	\$0.00	\$0.00	\$500.00	\$500.00
10-61442-610-	Career Alternative Education - Supplie	\$5,944.37	\$5,944.37	\$7,500.00	\$1,555.63
10-61442-635-	Career Alternative Education - Meals/R	\$9,757.33	\$9,757.33	\$5,000.00	(\$4,757.33)
10-61610-110-	RCTC - Manager Salaries	\$47,772.23	\$51,882.63	\$41,400.00	(\$10,482.63)
10-61610-120-	RCTC - Instructor Salary	\$26,679.75	\$27,189.75	\$65,000.00	\$37,810.25
10-61610-140-	RCTC - Secretary Salary	\$5,692.71	\$5,692.71	\$9,706.00	\$4,013.29
10-61610-213-	RCTC - Life Insurance	\$67.20	\$67.20	\$67.00	(\$0.20)
10-61610-220-	RCTC - Social Security	\$5,834.08	\$6,187.54	\$8,882.00	\$2,694.46
10-61610-230-	RCTC - Retirement	\$7,610.19	\$8,489.79	\$0.00	(\$8,489.79)
10-61610-230-	RCTC- Retirement	\$5,200.60	\$5,200.60	\$20,953.00	\$15,752.40
10-61610-231-	RCTC - VOYA Retirement	\$69.36	\$115.60	\$0.00	(\$115.60)
10-61610-260-	RCTC - Workers Comp	\$831.72	\$831.72	\$1,103.00	\$271.28

Erie County Technical School

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General Fund - July 1, 2019 to April 30, 2020

		<u>7/1/2019 to 3/31/2020</u>	<u>7/1/2019 4/30/2020</u>	<u>Budget YTD</u>	<u>Over/Under</u>
10-61610-290-	RCTC - 403(b) payments	\$930.00	\$930.00	\$0.00	(\$930.00)
10-61610-330-	RCTC - Contracted Services	\$298,551.11	\$298,406.76	\$250,189.00	(\$48,217.76)
10-61610-530-	RCTC - Postage	\$90.90	\$90.90	\$2,000.00	\$1,909.10
10-61610-540-	RCTC - Advertising	\$3,455.03	\$3,455.03	\$15,000.00	\$11,544.97
10-61610-580-	RCTC - Travel	\$0.00	\$0.00	\$200.00	\$200.00
10-61610-610-	RCTC Supplies	\$70.31	\$70.31	\$1,500.00	\$1,429.69
10-61610-610-	RCTC - Supplies	\$10,422.24	\$10,648.68	\$15,000.00	\$4,351.32
10-61610-640-	RCTC- Textbooks	\$501.11	\$501.11	\$25,000.00	\$24,498.89
10-61610-648-	RCTC Supplies - Software	\$660.00	\$660.00	\$0.00	(\$660.00)
10-62122-120-	Pupil Personnel - Counselor Salary	\$108,623.55	\$122,994.69	\$208,881.00	\$85,886.31
10-62122-140-	Pupil Personnel - Co-op Salary	\$19,376.51	\$21,156.19	\$30,201.00	\$9,044.81
10-62122-213-	Pupil Personnel - Life Insurance	\$379.20	\$379.20	\$386.00	\$6.80
10-62122-214-	Pupil Personnel - LTD Insurance	\$669.60	\$669.60	\$756.00	\$86.40
10-62122-220-	Pupil Personnel - Social Security	\$9,485.17	\$10,716.29	\$18,290.00	\$7,573.71
10-62122-230-	Pupil Personnel - Retirement	\$42,749.60	\$48,287.72	\$81,981.00	\$33,693.28
10-62122-260-	Pupil Personnel - Workers Comp	\$2,256.00	\$2,256.00	\$2,391.00	\$135.00
10-62122-271-	Pupil Personnel - Medical	\$46,440.00	\$46,440.00	\$52,416.00	\$5,976.00
10-62122-272-	Pupil Personnel - Dental/Vision	\$216.00	\$216.00	\$3,399.00	\$3,183.00
10-62122-290-	Pupil Personnel - 403(b) payments	\$0.00	\$0.00	\$11,000.00	\$11,000.00
10-62122-329-	Pupil Personnel - Professional Services	\$22,550.00	\$22,550.00	\$20,800.00	(\$1,750.00)
10-62122-330-	Pupil Personnel - Advertising Services	\$1,350.00	\$1,350.00	\$6,000.00	\$4,650.00
10-62122-550-	Pupil Personnel - Admissions Printing	\$17,319.48	\$20,158.34	\$10,000.00	(\$10,158.34)
10-62122-580-	Pupil Personnel - Travel - Career Plann	\$175.00	\$175.00	\$250.00	\$75.00
10-62122-580-	Pupil Personnel - Travel - Admissions	\$969.18	\$969.18	\$500.00	(\$469.18)
10-62122-580-	Pupil Personnel - Travel - Co-op	\$0.00	\$0.00	\$1,000.00	\$1,000.00
10-62122-580-	Pupil Personnel - Travel - Special Educ	\$0.00	\$0.00	\$1,000.00	\$1,000.00
10-62122-610-	Pupil Personnel - Supplies - Career Pl	\$1,122.54	\$1,122.54	\$3,400.00	\$2,277.46
10-62122-610-	Pupil Personnel - Advertising - Newspaper	\$165.93	\$165.93	\$2,500.00	\$2,334.07
10-62122-610-	Pupil Personnel - Supplies - Admission	\$1,725.54	\$1,725.54	\$3,700.00	\$1,974.46
10-62122-610-	Pupil Personnel - Supplies - Special Ed	\$652.89	\$652.89	\$3,200.00	\$2,547.11
10-62122-610-	Pupil Personnel - Supplies - Co-op	\$3,086.68	\$3,086.68	\$3,700.00	\$613.32
10-62122-635-	Pupil Personnel - Meals - Career Planni	\$1,000.00	\$1,000.00	\$400.00	(\$600.00)
10-62122-635-	Pupil Personnel - Meals - Admissions	\$3,380.79	\$3,380.79	\$1,300.00	(\$2,080.79)
10-62122-635-	Pupil Personnel - Meals - Co-op	\$2,353.56	\$2,353.56	\$6,300.00	\$3,946.44
10-62260-110-	Curriculum Development - Salary	\$118,737.20	\$130,611.00	\$166,359.00	\$35,748.00
10-62260-213-	Curriculum Development - Life Insura	\$591.36	\$591.36	\$559.00	(\$32.36)
10-62260-214-	Curriculum Development - LTD Insur	\$912.48	\$912.48	\$1,065.00	\$152.52
10-62260-220-	Curriculum Development - Social Secu	\$9,086.34	\$9,994.98	\$12,726.00	\$2,731.02
10-62260-230-	Curriculum Development - Retirement	\$40,715.02	\$44,786.54	\$57,045.00	\$12,258.46
10-62260-260-	Curriculum Development - Workers C	\$1,614.00	\$1,614.00	\$1,664.00	\$50.00
10-62260-271-	Curriculum Development - Medical	\$30,960.00	\$30,960.00	\$34,944.00	\$3,984.00
10-62260-272-	Curriculum Development - Dental/Vi	\$144.00	\$144.00	\$2,266.00	\$2,122.00
10-62260-330-	Curriculum Development - Accredita	\$300.00	\$300.00	\$2,000.00	\$1,700.00
10-62260-610-	Curribulum Development - Supplies	\$713.54	\$713.54	\$3,000.00	\$2,286.46
10-62260-635-	Curriculum Development - Food	\$195.00	\$195.00	\$0.00	(\$195.00)

Erie County Technical School

Statement of Activities

General Fund - July 1, 2019 to April 30, 2020

		7/1/2019 to 3/31/2020	7/1/2019 4/30/2020	Budget YTD	Over/Under
10-62271-240-	Instructional Staff Development - Tuiti	\$26,455.00	\$30,508.00	\$20,000.00	(\$10,508.00)
10-62271-329-	Instructional Staff Development - Certi	\$0.00	\$0.00	\$5,000.00	\$5,000.00
10-62271-330-	Instructional Staff Development -Profe	\$525.00	\$525.00	\$0.00	(\$525.00)
10-62271-580-	Instructional Staff Development - Trave	\$5,489.42	\$5,489.42	\$5,250.00	(\$239.42)
10-62271-610-	INST STAFF DEV- CERT TUITION	\$82.48	\$82.48	\$0.00	(\$82.48)
10-62271-810-	Instructional Staff Development - Due	\$427.00	\$477.00	\$2,600.00	\$2,123.00
10-62310-110-	Board Services - Salary	\$1,791.80	\$1,970.98	\$2,405.00	\$434.02
10-62310-214-	Board Services - LTD Insurance	\$14.84	\$14.84	\$15.00	\$0.16
10-62310-220-	Board Services - Social Security	\$138.21	\$152.07	\$184.00	\$31.93
10-62310-230-	Board Services - Retirement	\$624.60	\$687.74	\$825.00	\$137.26
10-62310-260-	Board Services - Workers Comp	\$22.00	\$22.00	\$24.00	\$2.00
10-62310-330-	Board Services - Professional Services	\$100.00	\$100.00	\$1,150.00	\$1,050.00
10-62310-525-	Board Services - E&O and Bonding I	\$9,943.00	\$9,943.00	\$11,100.00	\$1,157.00
10-62310-530-	Board Services - Postage	\$4,553.51	\$4,553.51	\$9,500.00	\$4,946.49
10-62310-540-	Board Services - Advertising - Legal A	\$463.80	\$618.40	\$500.00	(\$118.40)
10-62310-581-	Board Services - Board Local Mileage	\$1,201.68	\$1,201.68	\$2,100.00	\$898.32
10-62310-610-	Board Services - Supplies (JOC Meetin	\$56.10	\$56.10	\$500.00	\$443.90
10-62310-635-	Board Services -Meals/Refreshments	\$1,112.79	\$1,112.79	\$2,300.00	\$1,187.21
10-62310-810-	Board Services - Dues and Fees	\$4,774.00	\$4,774.00	\$6,500.00	\$1,726.00
10-62350-330-	Professional Services - Legal and Acco	\$32,052.60	\$33,619.60	\$30,500.00	(\$3,119.60)
10-62360-110-	Director Services - Salary	\$84,615.44	\$93,288.52	\$118,163.00	\$24,874.48
10-62360-213-	Director Services - Life Insurance	\$422.40	\$422.40	\$397.00	(\$25.40)
10-62360-214-	Director Services - LTD Insurance	\$669.60	\$669.60	\$691.00	\$21.40
10-62360-220-	Director Services - Social Security	\$6,437.15	\$7,095.13	\$9,039.00	\$1,943.87
10-62360-230-	Director Services - Retirement	\$29,067.39	\$32,041.39	\$40,518.00	\$8,476.61
10-62360-260-	Director Services - Workers Comp	\$1,093.00	\$1,093.00	\$1,182.00	\$89.00
10-62360-271-	Director Services - Medical	\$15,480.00	\$15,480.00	\$17,472.00	\$1,992.00
10-62360-272-	Director Services - Dental/Vision	\$72.00	\$72.00	\$1,133.00	\$1,061.00
10-62360-330-	Directors Services - Superintendent Pr	\$2,746.43	\$2,746.43	\$5,000.00	\$2,253.57
10-62360-580-	Director Services - Travel	\$1,894.45	\$1,894.45	\$1,000.00	(\$894.45)
10-62360-610-	Director Services - Supplies	\$1,202.37	\$1,330.29	\$3,250.00	\$1,919.71
10-62360-635-	Director Services - Meals and Refreshm	\$2,496.86	\$2,496.86	\$1,500.00	(\$996.86)
10-62370-330-	Community Services - Fees	\$0.00	\$0.00	\$500.00	\$500.00
10-62380-110-	Principal/High School Secretary - Prin	\$87,259.40	\$95,823.34	\$113,402.00	\$17,578.66
10-62380-140-	Principal/High School Secretary - HS S	\$26,823.04	\$29,775.64	\$51,203.00	\$21,427.36
10-62380-213-	Principal/High School Secretary - Life I	\$589.44	\$589.44	\$527.00	(\$62.44)
10-62380-214-	Principal/High School Secretary - LTD	\$892.80	\$892.80	\$1,044.00	\$151.20
10-62380-220-	Principal/High School Secretary - Soci	\$8,571.02	\$9,438.02	\$12,592.00	\$3,153.98
10-62380-230-	Principal/High School Secretary - Reti	\$38,586.75	\$42,535.77	\$55,929.00	\$13,393.23
10-62380-260-	Principal/High School Secretary - Work	\$1,317.00	\$1,317.00	\$1,646.00	\$329.00
10-62380-271-	Principal/High School Secretary - Medi	\$30,960.00	\$30,960.00	\$39,312.00	\$8,352.00
10-62380-272-	Principal/High School Secretary - Dent	\$144.00	\$144.00	\$1,794.00	\$1,650.00
10-62380-580-	ADMIN-H.S. PRINCIPAL TRAVEL	\$0.00	\$0.00	\$250.00	\$250.00
10-62380-610-	Principal/High School Secretary - Hig	\$3,865.14	\$3,900.91	\$5,000.00	\$1,099.09
10-62380-610-	Principaly/High School Secretary - Inf	\$2,050.00	\$2,050.00	\$0.00	(\$2,050.00)

Erie County Technical School

Statement of Activities

General Fund - July 1, 2019 to April 30, 2020

		7/1/2019 to 3/31/2020	7/1/2019 4/30/2020	Budget YTD	Over/Under
10-62380-635-	Principal/High School Secretary - Meal	\$425.38	\$425.38	\$500.00	\$74.62
10-62411-110-	Health Services - Student Health Svcs C	\$2,500.00	\$2,500.00	\$0.00	(\$2,500.00)
10-62411-130-	Health Services - Health Service Coord	\$0.00	\$0.00	\$2,780.00	\$2,780.00
10-62411-220-	Health Services - Health Service Coord	\$191.25	\$191.25	\$213.00	\$21.75
10-62411-230-	Health Services - Health Service Coord	\$857.25	\$857.25	\$953.00	\$95.75
10-62411-260-	Health Services - Health Service Coord	\$0.00	\$0.00	\$55.00	\$55.00
10-62419-130-	Health Services - Supplemental School	\$18,758.09	\$21,515.09	\$24,890.00	\$3,374.91
10-62419-220-	Health Services - Supplemental School	\$1,434.98	\$1,645.90	\$1,904.00	\$258.10
10-62419-230-	Health Services - Supplemental School	\$6,432.16	\$7,377.54	\$8,535.00	\$1,157.46
10-62419-260-	Health Services - Supplemental School	\$255.00	\$255.00	\$249.00	(\$6.00)
10-62440-610-	Health Services - Supplies	\$1,539.71	\$1,697.71	\$5,000.00	\$3,302.29
10-62511-110-	Business Services - Business Office M	\$59,554.86	\$65,512.56	\$77,764.00	\$12,251.44
10-62511-140-	Business Services - Business Office S	\$21,992.15	\$24,614.35	\$33,159.00	\$8,544.65
10-62511-213-	Business Services - Life Insurance	\$422.40	\$422.40	\$370.00	(\$52.40)
10-62511-214-	Business Services - LTD Insurance	(\$494.53)	(\$494.53)	\$710.00	\$1,204.53
10-62511-220-	Business Services - Social Security	\$6,133.36	\$6,770.66	\$8,486.00	\$1,715.34
10-62511-230-	Business Services - Retirement	\$27,978.95	\$30,920.99	\$38,035.00	\$7,114.01
10-62511-260-	Business Services - Workers Comp	\$1,025.00	\$1,025.00	\$1,109.00	\$84.00
10-62511-271-	Business Services - Medical	\$30,960.00	\$30,960.00	\$34,944.00	\$3,984.00
10-62511-272-	Business Services - Dental/Vision	\$144.00	\$144.00	\$2,266.00	\$2,122.00
10-62511-330-	Business Services - Contracted Payroll	\$25,824.05	\$26,130.30	\$13,000.00	(\$13,130.30)
10-62511-580-	Business Services - Travel	\$0.00	\$0.00	\$200.00	\$200.00
10-62511-610-	Business Services - Supplies	\$4,347.38	\$4,360.33	\$5,000.00	\$639.67
10-62600-621-	Maintenance - Natural Gas (High Sch	\$482.58	\$482.58	\$0.00	(\$482.58)
10-62600-621-	Maintenance - Natural Gas (Skills Cen	\$700.56	\$1,307.56	\$0.00	(\$1,307.56)
10-62611-110-	Maintenance Supervisor - Salary	\$51,154.80	\$56,270.28	\$66,826.00	\$10,555.72
10-62611-213-	Maintenance/Custodial - Life Insuran	\$255.36	\$255.36	\$225.00	(\$30.36)
10-62611-214-	Maintenance Supervisor - LTD Insura	\$412.32	\$412.32	\$428.00	\$15.68
10-62611-220-	Maintenance Supervisor - FICA	\$3,931.80	\$4,324.98	\$5,112.00	\$787.02
10-62611-230-	Maintenance Supervisor - Retirement	\$17,541.00	\$19,295.10	\$22,915.00	\$3,619.90
10-62611-260-	Maintenance Supervisor - Workers Co	\$618.00	\$618.00	\$668.00	\$50.00
10-62611-271-	Maintenance Supervisor - Medical	\$15,480.00	\$15,480.00	\$17,472.00	\$1,992.00
10-62611-272-	Maintenance Supervisor - Dental/Vis	\$72.00	\$72.00	\$1,133.00	\$1,061.00
10-62619-180-	Maintenance/Custodial - Salary	\$140,379.00	\$154,910.60	\$213,946.00	\$59,035.40
10-62619-213-	Maintenance/Custodial - Life Insuran	\$364.80	\$364.80	\$336.00	(\$28.80)
10-62619-214-	Maintenance/Custodial - LTD Insura	\$428.16	\$428.16	\$549.00	\$120.84
10-62619-220-	Maintenance/Custodial - FICA	\$10,711.14	\$11,801.30	\$16,367.00	\$4,565.70
10-62619-230-	Maintenance Custodial - Retirement	\$35,696.08	\$39,021.04	\$71,167.00	\$32,145.96
10-62619-231-	Maintenance/Custodial - VOYA Reti	\$84.11	\$135.31	\$0.00	(\$135.31)
10-62619-260-	Maintenance/Custodial - Workers Com	\$1,976.00	\$1,976.00	\$2,139.00	\$163.00
10-62619-271-	Maintenance/Custodial - Medical	\$30,960.00	\$30,960.00	\$53,290.00	\$22,330.00
10-62619-272-	Maintenance/Custodial - Dental/Visio	\$144.00	\$144.00	\$2,266.00	\$2,122.00
10-62620-340-	Maintenance - Contracted Services	\$3,164.47	\$3,314.72	\$2,500.00	(\$814.72)
10-62620-340-	Maintenance - Contracted Services (S	\$0.00	\$2,192.48	\$0.00	(\$2,192.48)
10-62620-411-	Maintenance - Disposal Services	\$9,157.13	\$10,208.62	\$9,500.00	(\$708.62)

Erie County Technical School

Statement of Activities

General Fund - July 1, 2019 to April 30, 2020

		7/1/2019 to 3/31/2020	7/1/2019 4/30/2020	Budget YTD	Over/Under
10-62620-415-	Maintenance - High School Laundry/D	\$5,114.50	\$5,114.50	\$9,500.00	\$4,385.50
10-62620-422-	Maintenance - Electricity (High Schoo	\$47,253.78	\$49,290.93	\$80,000.00	\$30,709.07
10-62620-422-	Maintenance - Electricity (Skills Cent	\$11,818.62	\$13,469.06	\$20,500.00	\$7,030.94
10-62620-424-	Maintenance - Water/Sewer	\$7,975.76	\$8,629.40	\$25,000.00	\$16,370.60
10-62620-430-	Maintenance - Repairs and Maintenan	\$347.67	\$347.67	\$0.00	(\$347.67)
10-62620-521-	Maintenance - Property and Liability I	\$42,400.50	\$42,400.50	\$39,000.00	(\$3,400.50)
10-62620-521-	Maintenance - Property and Liability I	\$14,133.50	\$14,133.50	\$12,500.00	(\$1,633.50)
10-62620-610-	Maintenance - Supplies (High School)	\$36,038.68	\$37,723.06	\$30,000.00	(\$7,723.06)
10-62620-610-	Maintenance - Supplies (Skills Center)	\$0.00	\$0.00	\$2,000.00	\$2,000.00
10-62620-621-	Maintenance - Natural Gas (High Sch	\$34,234.35	\$39,575.20	\$66,000.00	\$26,424.80
10-62620-621-	Maintenance - Natural Gas (Skills Cen	\$5,214.64	\$5,763.05	\$7,500.00	\$1,736.95
10-62630-412-	Care of Grounds - Snow Removal	\$15,091.18	\$17,869.43	\$15,500.00	(\$2,369.43)
10-62630-414-	Care of Grounds - Lawn Care	\$229.09	\$229.09	\$5,000.00	\$4,770.91
10-62630-580-	CARE OF GROUNDS - SNOW REM	\$394.58	\$394.58	\$0.00	(\$394.58)
10-62640-430-	Operations and Maintenance - Repairs	\$14,494.30	\$15,796.30	\$27,000.00	\$11,203.70
10-62640-430-	Operations and Maintenance - Repairs	\$1,997.69	\$1,997.69	\$2,000.00	\$2.31
10-62640-750-	Operations and Maintenance - Equipme	\$0.00	\$0.00	\$1,900.00	\$1,900.00
10-62650-626-	Vehicle Operations - Gasoline/Diesel	\$1,932.26	\$1,932.26	\$3,500.00	\$1,567.74
10-62659-580-	Operation and Maintenance - Travel/A	\$0.00	\$0.00	(\$8,200.00)	(\$8,200.00)
10-62660-360-	Safe Schools	\$34,008.03	\$34,008.03	\$39,000.00	\$4,991.97
10-62660-610-	Safe School Supplies	\$1,594.00	\$1,740.00	\$0.00	(\$1,740.00)
10-62660-610-	Safety Grant Supplies	\$4,572.00	\$4,572.00	\$0.00	(\$4,572.00)
10-62660-610-	Safe Schools	\$3,914.00	\$3,914.00	\$0.00	(\$3,914.00)
10-62830-330-	HR/Quality - Staff Services - Other P	\$3,752.00	\$3,752.00	\$3,500.00	(\$252.00)
10-62831-110-	HR/Quality - Coordinator Salary	\$65,052.60	\$71,557.86	\$84,981.00	\$13,423.14
10-62831-213-	HR/Quality - Life Insurance	\$324.48	\$324.48	\$286.00	(\$38.48)
10-62831-214-	HR/Quality - LTD Insurance	\$524.28	\$524.28	\$544.00	\$19.72
10-62831-220-	HR/Quality - FICA	\$4,910.28	\$5,400.32	\$6,501.00	\$1,100.68
10-62831-230-	HR/Quality - Retirement	\$22,306.60	\$24,537.26	\$29,140.00	\$4,602.74
10-62831-260-	HR/Quality - Workers Comp	\$786.00	\$786.00	\$850.00	\$64.00
10-62831-271-	HR/Quality - Medical	\$15,480.00	\$15,480.00	\$17,472.00	\$1,992.00
10-62831-272-	HR/Quality - Dental/Vision	\$72.00	\$72.00	\$1,133.00	\$1,061.00
10-62831-580-	HR/Quality - Travel	\$0.00	\$0.00	\$100.00	\$100.00
10-62831-610-	HR/Quality - Supplies	\$2,039.88	\$2,039.88	\$1,000.00	(\$1,039.88)
10-62831-635-	HR/Quality - Meals and Refreshments	\$1,850.17	\$1,850.17	\$1,000.00	(\$850.17)
10-62832-540-	HR/Quality - Advertising and Recrui	\$2,895.00	\$2,895.00	\$3,000.00	\$105.00
10-62834-324-	Staff Development - Employee Trainin	\$3,096.00	\$3,096.00	\$0.00	(\$3,096.00)
10-62834-580-	Staff Development - Travel - Non-Instr	\$1,680.60	\$1,680.60	\$5,700.00	\$4,019.40
10-62834-810-	Staff Development - Dues - Non-Instru	\$3,007.00	\$2,658.00	\$2,500.00	(\$158.00)
10-62839-330-	HR/Quality - ISO Audit	\$6,191.55	\$6,191.55	\$3,000.00	(\$3,191.55)
10-62840-110-	Technology Services - Admin Salary	\$55,776.78	\$61,341.08	\$72,689.00	\$11,347.92
10-62840-140-	Technology Services -Classified-Assi	\$30,699.08	\$33,724.48	\$44,646.00	\$10,921.52
10-62840-213-	Technology Services - Life Insurance	\$393.60	\$393.60	\$345.00	(\$48.60)
10-62840-214-	Technology Services - LTD Insurance	\$671.64	\$671.64	\$710.00	\$38.36
10-62840-220-	Technology Services - Social Security	\$6,670.34	\$7,324.84	\$8,976.00	\$1,651.16

Erie County Technical School

Statement of Activities

General Fund - July 1, 2019 to April 30, 2020

		<u>7/1/2019 to 3/31/2020</u>	<u>7/1/2019 4/30/2020</u>	<u>Budget YTD</u>	<u>Over/Under</u>
10-62840-230-	Technology Services - Retirement	\$28,694.95	\$31,640.35	\$38,040.00	\$6,399.65
10-62840-260-	Technology Services - Worker Compen	\$414.00	\$414.00	\$1,173.00	\$759.00
10-62840-271-	Technology Services - Medical	\$30,960.00	\$30,960.00	\$34,944.00	\$3,984.00
10-62840-272-	Technology Services - Dental/Vision	\$144.00	\$144.00	\$2,266.00	\$2,122.00
10-62840-348-	Technology Services - Professional Se	\$17,261.83	\$20,662.71	\$25,300.00	\$4,637.29
10-62840-438-	Technology Services - Service Contrac	\$14,500.16	\$16,026.07	\$25,000.00	\$8,973.93
10-62840-538-	Technology Services - Communication/	\$6,858.28	\$7,470.49	\$23,700.00	\$16,229.51
10-62840-580-	Technology Services - Local Travel	\$0.00	\$0.00	\$100.00	\$100.00
10-62840-618-	Technology Services - Supplies	\$5,103.11	\$5,231.30	\$6,000.00	\$768.70
10-62840-618-	Technology - printer toner stock	\$4,499.89	\$4,499.89	\$0.00	(\$4,499.89)
10-62840-648-	Technology Services - Software	\$4,500.00	\$4,500.00	\$0.00	(\$4,500.00)
10-63210-120-	Student Activity - Advisors	\$3,000.00	\$3,000.00	\$3,000.00	\$0.00
10-63210-220-	Student Activity - Social Security	\$229.50	\$229.50	\$230.00	\$0.50
10-63210-230-	Student Activity - Retirement	\$1,028.70	\$1,028.70	\$1,029.00	\$0.30
10-63210-260-	Student Activity - Workers Comp	\$0.00	\$0.00	\$30.00	\$30.00
10-63390-810-	Other Community Services - Co-op C	\$0.00	\$0.00	\$1,000.00	\$1,000.00
10-64200-430-	Site Improvements - Repairs	\$11,383.00	\$12,638.00	\$25,000.00	\$12,362.00
10-64400-330-	Building - Architect/Professional Serv	\$0.00	\$0.00	\$10,000.00	\$10,000.00
10-64600-430-	Building Improvements - Repairs	\$19,570.07	\$19,570.07	\$23,000.00	\$3,429.93
10-65230-931-	Capital Project Fund - Transfers	\$65,900.00	\$65,900.00	\$65,900.00	\$0.00
10-65900-990-	Budgetary Reserve	\$0.00	\$0.00	\$50,000.00	\$50,000.00
10-65900-990-	Budgetary Reserve - RCTC	\$0.00	\$0.00	\$20,000.00	\$20,000.00
Total Expenses		<u>\$4,706,580.67</u>	<u>\$5,151,966.23</u>	<u>\$7,128,334.00</u>	<u>\$1,976,367.77</u>
NET SURPLUS/(DEFICIT)		<u>\$526,995.36</u>	<u>\$654,685.16</u>	<u>\$0.00</u>	<u>\$654,685.16</u>

Erie County Technical School

Statement of Activities

Capital Projects - July 1, 2019 to April 30, 2020

		<u>7/1/2019 3/31/2020</u>	<u>7/1/2019 4/30/2020</u>
Revenues			
31-46510-000-000-00-000-00	INTEREST EARNINGS	\$8,355.95	\$8,573.75
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	\$65,900.00	\$65,900.00
Total Revenues		<u>\$299,256.95</u>	<u>\$299,474.75</u>
Expenses			
31-62840-650-000-00-000-00	Technology Related Supplies - Licenses	\$4,803.04	\$4,803.04
31-62840-750-000-00-000-00	CAPITAL PROJECTS TECHNOLOGY SERVICES -EQUIPMENT	\$42,650.00	\$42,650.00
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
31-64200-430-000-00-000-00	Site Improvements - Fire Alarm Upgrade Project	\$112,815.00	\$112,815.00
31-64300-330-000-00-000-00	Pre-Bid Documents - Architect	\$225,000.00	\$225,000.00
Total Expenses		<u>\$388,272.60</u>	<u>\$388,272.60</u>
NET SURPLUS/(DEFICIT)		<u>(\$89,015.65)</u>	<u>(\$88,797.85)</u>

Erie County Technical School

Statement of Activities

Student Activities - July 1, 2019 to April 30, 2020

		<u>7/1/2019 3/31/2020</u>	<u>7/1/2019 4/30/2020</u>
Revenues			
81-46510-000-000-00-000-00	INTEREST INCOME	\$0.06	\$0.07
81-46990-000-000-00-000-00	Student Activities Revenue - SkillsUSA	\$6,690.91	\$6,690.91
81-46990-000-000-00-000-10	Skills USA - Break Revenue	\$2,522.31	\$2,522.31
81-46990-001-000-00-000-00	Student Activity Revenue- NVTHS	\$3,013.51	\$3,013.51
81-46990-001-000-00-000-00	MISCELLANEOUS REVENUE	\$0.60	\$0.60
81-46990-001-000-00-000-00	Student Activities Revenue - General	\$1,491.62	\$1,491.62
81-46990-001-000-00-000-00	Student Activities - Smoking Tobacco & Electronic Vapor Fine	\$20.00	\$20.00
81-46990-001-000-00-000-10	NVTHS - Break Revenue	\$2,522.37	\$2,522.37
Total Revenues		<u>\$16,261.38</u>	<u>\$16,261.39</u>
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	\$6,078.88	\$6,078.88
81-63200-610-000-00-000-00	Student Activities -SUPPLIES-NVTHS	\$2,941.39	\$2,941.39
81-63200-810-000-00-000-00	Student Activities - SkillsUSA - dues	\$1,112.00	\$1,112.00
81-63200-810-000-00-000-00	Student Activities -SkillsUSA - Leadership Conference	\$360.00	\$360.00
81-63200-810-000-00-000-00	Student Activities -NTHS DUES	\$275.00	\$275.00
Total Expenses		<u>\$10,841.51</u>	<u>\$10,841.51</u>
NET SURPLUS/(DEFICIT)		<u>\$5,419.87</u>	<u>\$5,419.88</u>

Erie County Technical School

Bank Register Report - PNC Bank

PNC GENERAL FUND

Transaction Number	Source	Transaction Type	Transaction Date	Reference	Deposits	Payments	Running Total	Post Date	Status
90	Accounts Payable	Bank Draft	4/1/2020	National Fuel Gas	\$0.00	\$548.41	(\$548.41)	4/1/2020	Reconciled
91	Accounts Payable	Bank Draft	4/18/2020	National Fuel Gas	\$0.00	\$2,043.05	(\$2,591.46)	4/18/2020	Reconciled
92	Accounts Payable	Bank Draft	4/2/2020	Penelec	\$0.00	\$3,687.59	(\$6,279.05)	4/2/2020	Reconciled
2428	Accounts Payable	Computer Check	4/3/2020	Direct Energy Business	\$0.00	\$700.56	(\$6,979.61)	4/3/2020	Reconciled
2429	Accounts Payable	Computer Check	4/3/2020	National Restaurant Association Solut	\$0.00	\$1,988.35	(\$8,967.96)	4/3/2020	Reconciled
2430	Accounts Payable	Computer Check	4/10/2020	Boston Mutual Life Insurance Compan	\$0.00	\$760.51	(\$9,728.47)	4/10/2020	Reconciled
2433	Accounts Payable	Computer Check	4/20/2020	C.M. Regent Insurance Company	\$0.00	\$928.48	(\$10,656.95)	4/20/2020	Reconciled
2434	Accounts Payable	Computer Check	4/24/2020	API	\$0.00	\$244.76	(\$10,901.71)	4/24/2020	Reconciled
2435	Accounts Payable	Computer Check	4/24/2020	Autozone	\$0.00	\$649.06	(\$11,550.77)	4/24/2020	Reconciled
2436	Accounts Payable	Computer Check	4/24/2020	Autozone	\$0.00	\$688.74	(\$12,239.51)	4/24/2020	Reconciled
2437	Accounts Payable	Computer Check	4/24/2020	Autozone	\$0.00	\$3,659.84	(\$15,899.35)	4/24/2020	Reconciled
2438	Accounts Payable	Computer Check	4/24/2020	Custom Computer Specialists, Inc.	\$0.00	\$2,103.26	(\$18,002.61)	4/24/2020	Outstanding
2439	Accounts Payable	Computer Check	4/24/2020	Direct Energy Business	\$0.00	\$3,147.80	(\$21,150.41)	4/24/2020	Outstanding
2440	Accounts Payable	Computer Check	4/24/2020	Fagan Sanitary Supply	\$0.00	\$311.68	(\$21,462.09)	4/24/2020	Reconciled
2441	Accounts Payable	Computer Check	4/24/2020	Frontier Laundry	\$0.00	\$127.92	(\$21,590.01)	4/24/2020	Outstanding
2442	Accounts Payable	Computer Check	4/24/2020	Galbraith Media Access	\$0.00	\$3,048.86	(\$24,638.87)	4/24/2020	Reconciled
2443	Accounts Payable	Computer Check	4/24/2020	GENE DAVIS SALES & SERVICE	\$0.00	\$90.00	(\$24,728.87)	4/24/2020	Outstanding
2444	Accounts Payable	Computer Check	4/24/2020	Graybar	\$0.00	\$171.73	(\$24,900.60)	4/24/2020	Outstanding
2445	Accounts Payable	Computer Check	4/24/2020	Interstate Tax Service, Inc.	\$0.00	\$141.96	(\$25,042.56)	4/24/2020	Outstanding
2446	Accounts Payable	Computer Check	4/24/2020	James B. Schwab Co.	\$0.00	\$1,477.12	(\$26,519.68)	4/24/2020	Reconciled
2447	Accounts Payable	Computer Check	4/24/2020	Knox McLaughlin Gornall & Sennett, P	\$0.00	\$1,567.00	(\$28,086.68)	4/24/2020	Reconciled
2449	Accounts Payable	Computer Check	4/24/2020	Microbac Laboratories, Inc.	\$0.00	\$855.50	(\$28,942.18)	4/24/2020	Reconciled
2450	Accounts Payable	Computer Check	4/24/2020	Plyler Entry Systems	\$0.00	\$810.00	(\$29,752.18)	4/24/2020	Reconciled
2451	Accounts Payable	Computer Check	4/24/2020	Robert Eggleston	\$0.00	\$957.00	(\$30,709.18)	4/24/2020	Outstanding
2452	Accounts Payable	Computer Check	4/24/2020	SAFETY-KLEEN	\$0.00	\$258.00	(\$30,967.18)	4/24/2020	Outstanding
2453	Accounts Payable	Computer Check	4/24/2020	Sarah A. Reed Children's Center	\$0.00	\$45,870.00	(\$76,837.18)	4/24/2020	Reconciled
2454	Accounts Payable	Computer Check	4/24/2020	Scott Electric	\$0.00	\$866.44	(\$77,703.62)	4/24/2020	Reconciled
2455	Accounts Payable	Computer Check	4/24/2020	SJE FBO EnergyMark, LLC	\$0.00	\$50.00	(\$77,753.62)	4/24/2020	Reconciled
2456	Accounts Payable	Computer Check	4/24/2020	Summit Township Sewer Authority	\$0.00	\$231.74	(\$77,985.36)	4/24/2020	Reconciled
2457	Accounts Payable	Computer Check	4/24/2020	Summit Township Water Authority	\$0.00	\$421.90	(\$78,407.26)	4/24/2020	Reconciled
2458	Accounts Payable	Computer Check	4/24/2020	T.C. Paving Inc.	\$0.00	\$1,255.00	(\$79,662.26)	4/24/2020	Outstanding
2459	Accounts Payable	Computer Check	4/24/2020	Thyssenkrup Elevator Corporation	\$0.00	\$1,487.23	(\$81,149.49)	4/24/2020	Outstanding
2460	Accounts Payable	Computer Check	4/24/2020	Welders Supply	\$0.00	\$216.54	(\$81,366.03)	4/24/2020	Reconciled
2461	Accounts Payable	Computer Check	4/24/2020	Wilkins Company, Inc.	\$0.00	\$492.00	(\$81,858.03)	4/24/2020	Outstanding
2462	Accounts Payable	Computer Check	4/24/2020	C. Michael Miller	\$0.00	\$3,096.00	(\$84,954.03)	4/24/2020	Reconciled
2464	Accounts Payable	One-Time Check	4/24/2020	Andrew Armbruster	\$0.00	\$495.00	(\$85,449.03)	4/24/2020	Reconciled
2465	Accounts Payable	Computer Check	4/30/2020	NOREBT	\$0.00	\$56,760.00	(\$142,209.03)	4/30/2020	Outstanding

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

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

Total Deposits **\$0.00**

Less Payments by Transaction Type:

Computer Check **(\$135,434.98)**

One-Time Check **(\$495.00)**

Bank Draft **(\$6,279.05)**

Total Payments: **(\$142,209.03)**

Adjustments:

Payment Adjustments **\$0.00**

Deposit Adjustments **\$0.00**

Total Adjustments: **\$0.00**

Total Change in Register Balance: **(\$142,209.03)**

Erie County Technical School
Open Invoice Report
General Fund - Northwest Savings Bank

Vendor Name	Invoice Number	Invoice Date	Post Date	Invoice Balance	Potential Discount	Discount Expires On	Net Amount Due	Invoice Due Date	Days Past Due
Desantis Solutions									
Desantis Solutions	209064	4/17/2020	4/30/2020	\$146.00	\$0.00		\$146.00	4/30/2020	61
Desantis Solutions	211430	5/18/2020	5/31/2020	\$81.00	\$0.00		\$81.00	5/31/2020	30
Totals for Desantis Solutions				\$227.00	\$0.00		\$227.00		
Direct Energy Business									
Direct Energy Business	HS01858237	5/15/2020	5/31/2020	\$535.22	\$0.00		\$535.22	6/14/2020	16
Direct Energy Business	HS01809929	4/16/2020	4/30/2020	\$607.00	\$0.00		\$607.00	5/16/2020	45
Direct Energy Business	HSW01837048	5/5/2020	5/30/2020	\$2,906.59	\$0.00		\$2,906.59	6/4/2020	26
Totals for Direct Energy Business				\$4,048.81	\$0.00		\$4,048.81		
H. Fred Walker									
H. Fred Walker	05/07/2020MILEAGE	5/7/2020	5/30/2020	\$25.30	\$0.00		\$25.30	5/30/2020	31
Totals for H. Fred Walker.				\$25.30	\$0.00		\$25.30		
James B. Schwab Co.									
James B. Schwab Co.	179499	4/28/2020	4/30/2020	\$37.35	\$0.00		\$37.35	4/30/2020	61
James B. Schwab Co.	179498	4/28/2020	4/30/2020	\$11.44	\$0.00		\$11.44	4/30/2020	61
James B. Schwab Co.	180067	5/7/2020	5/30/2020	\$611.59	\$0.00		\$611.59	5/30/2020	31
Totals for James B. Schwab Co.				\$660.38	\$0.00		\$660.38		
Jason Klins									
Jason Klins	05/18/2020CRECIT	5/18/2020	5/31/2020	\$957.00	\$0.00		\$957.00	5/31/2020	30
Totals for Jason Klins.				\$957.00	\$0.00		\$957.00		
Joe Tarasovitch									
Joe Tarasovitch	04/29/2020MILEAGE	4/29/2020	5/30/2020	\$104.16	\$0.00		\$104.16	4/30/2020	61
Totals for Joe Tarasovitch.				\$104.16	\$0.00		\$104.16		
Knox McLaughlin Gornall & Sennett, P.C.									
Knox McLaughlin Gornall & Sennett, P.C.	2277988	5/5/2020	5/30/2020	\$944.00	\$0.00		\$944.00	5/30/2020	31
Totals for Knox McLaughlin Gornall & Sennett, P.C.				\$944.00	\$0.00		\$944.00		
Koldrock Waters, Inc.									
Koldrock Waters, Inc.	826632	4/27/2020	4/30/2020	\$12.95	\$0.00		\$12.95	4/30/2020	61
Koldrock Waters, Inc.	826633	4/27/2020	4/30/2020	\$11.95	\$0.00		\$11.95	4/30/2020	61
Koldrock Waters, Inc.	826634	4/27/2020	4/30/2020	\$11.95	\$0.00		\$11.95	4/30/2020	61
Koldrock Waters, Inc.	826635	4/27/2020	4/30/2020	\$11.95	\$0.00		\$11.95	4/30/2020	61
Koldrock Waters, Inc.	826636	4/27/2020	4/30/2020	\$11.95	\$0.00		\$11.95	4/30/2020	61
Totals for Koldrock Waters, Inc.				\$60.75	\$0.00		\$60.75		
Kubinski Business Systems									

Erie County Technical School

Open Invoice Report

General Fund - Northwest Savings Bank

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	180914	4/30/2020	5/30/2020	\$239.92	\$0.00		\$239.92	4/30/2020	61
Totals for Kubinski Business Systems				\$239.92	\$0.00		\$239.92		
Matthew Walter									
Matthew Walter	05/18/2020CREDIT	5/18/2020	5/31/2020	\$1,500.00	\$0.00		\$1,500.00	5/31/2020	30
Totals for Matthew Walter				\$1,500.00	\$0.00		\$1,500.00		
Natalie Fatica									
Natalie Fatica	05/01/2020MILEAGE	5/1/2020	5/30/2020	\$128.80	\$0.00		\$128.80	5/30/2020	31
Totals for Natalie Fatica				\$128.80	\$0.00		\$128.80		
National Fuel Gas									
National Fuel Gas	05/01/2020SC	5/1/2020	5/30/2020	\$491.63	\$0.00		\$491.63	5/1/2020	60
National Fuel Gas	05/20/2020HS	5/20/2020	5/30/2020	\$1,897.43	\$0.00		\$1,897.43	5/20/2020	41
National Fuel Gas	05/30/2020SC	5/30/2020	5/30/2020	\$447.14	\$0.00		\$447.14	5/30/2020	31
Totals for National Fuel Gas				\$2,836.20	\$0.00		\$2,836.20		
Northwest Tri-County IU5									
Northwest Tri-County IU5	5495	5/5/2020	5/30/2020	\$186.93	\$0.00		\$186.93	5/5/2020	56
Totals for Northwest Tri-County IU5				\$186.93	\$0.00		\$186.93		
Northwestern Roofing									
Northwestern Roofing	440342	5/7/2020	5/30/2020	\$253.71	\$0.00		\$253.71	5/30/2020	31
Totals for Northwestern Roofing				\$253.71	\$0.00		\$253.71		
Pa Pride, LLC									
Pa Pride, LLC	931	4/17/2020	5/31/2020	\$5,300.00	\$0.00		\$5,300.00	5/31/2020	30
Pa Pride, LLC	923	3/10/2020	5/31/2020	\$5,300.00	\$0.00		\$5,300.00	5/31/2020	30
Totals for Pa Pride, LLC				\$10,600.00	\$0.00		\$10,600.00		
PASBO-NORTHWEST REGION									
PASBO-NORTHWEST REGION	Birchard - Dues	5/1/2020	5/31/2020	\$15.00	\$0.00		\$15.00	5/31/2020	30
Totals for PASBO-NORTHWEST REGION				\$15.00	\$0.00		\$15.00		
Reinhart Food Service									
Reinhart Food Service	524013	3/13/2020	4/30/2020	\$263.15	\$0.00		\$263.15	4/30/2020	61
Reinhart Food Service	518011	3/6/2020	4/30/2020	\$48.84	\$0.00		\$48.84	4/30/2020	61
Reinhart Food Service	512441	2/27/2020	4/30/2020	\$48.84	\$0.00		\$48.84	4/30/2020	61
Reinhart Food Service	489754	1/28/2020	4/30/2020	\$90.82	\$0.00		\$90.82	4/30/2020	61
Reinhart Food Service	424052	10/30/2019	4/30/2020	\$82.48	\$0.00		\$82.48	4/30/2020	61
Reinhart Food Service	423727	10/29/2019	4/30/2020	\$103.24	\$0.00		\$103.24	4/30/2020	61
Reinhart Food Service	421130	10/25/2019	4/30/2020	\$199.74	\$0.00		\$199.74	4/30/2020	61
Reinhart Food Service	418034	10/22/2019	4/30/2020	\$13.14	\$0.00		\$13.14	4/30/2020	61

Erie County Technical School
Open Invoice Report
General Fund - Northwest Savings Bank

Vendor Name	Invoice Number	Invoice Date	Post Date	Invoice Balance	Potential Discount	Discount Expires On	Net Amount Due	Invoice Due Date	Days Past Due
Reinhart Food Service	407148	10/9/2019	4/30/2020	\$82.48	\$0.00		\$82.48	4/30/2020	61
Reinhart Food Service	406792	10/8/2019	4/30/2020	\$118.10	\$0.00		\$118.10	4/30/2020	61
Totals for Reinhart Food Service				\$1,050.83	\$0.00		\$1,050.83		
SAFETY-KLEEN									
SAFETY-KLEEN	82427855	2/18/2020	5/30/2020	\$347.00	\$0.00		\$347.00	5/30/2020	31
Totals for SAFETY-KLEEN				\$347.00	\$0.00		\$347.00		
Sandra Carr									
Sandra Carr	05/06/2020CREDIT	5/6/2020	5/31/2020	\$1,548.00	\$0.00		\$1,548.00	5/31/2020	30
Totals for Sandra Carr.				\$1,548.00	\$0.00		\$1,548.00		
Sarah A. Reed Children's Center									
Sarah A. Reed Children's Center	05/15/2020CAEP	5/15/2020	5/31/2020	\$39,600.00	\$0.00		\$39,600.00	5/31/2020	30
Totals for Sarah A. Reed Children's Center				\$39,600.00	\$0.00		\$39,600.00		
Scenario Learning LLC									
Scenario Learning LLC	3811	4/23/2020	5/30/2020	\$1,535.00	\$0.00		\$1,535.00	5/30/2020	31
Totals for Scenario Learning LLC				\$1,535.00	\$0.00		\$1,535.00		
Sharon Kresse									
Sharon Kresse	04/27/2020MILEAGE	4/27/2020	5/30/2020	\$98.56	\$0.00		\$98.56	4/30/2020	61
Totals for Sharon Kresse.				\$98.56	\$0.00		\$98.56		
SJE FBO EnergyMark, LLC									
SJE FBO EnergyMark, LLC	892957	1/31/2020	4/30/2020	\$50.00	\$0.00		\$50.00	4/30/2020	61
SJE FBO EnergyMark, LLC	1092058	4/30/2020	4/30/2020	\$50.00	\$0.00		\$50.00	4/30/2020	61
SJE FBO EnergyMark, LLC	1105850	5/31/2020	5/31/2020	\$50.00	\$0.00		\$50.00	5/31/2020	30
Totals for SJE FBO EnergyMark, LLC				\$150.00	\$0.00		\$150.00		
Summit Township Sewer Authority									
Summit Township Sewer Authority	05/11/2020SEWER	5/11/2020	5/31/2020	\$69.39	\$0.00		\$69.39	6/10/2020	20
Totals for Summit Township Sewer Authority				\$69.39	\$0.00		\$69.39		
Summit Township Water Authority									
Summit Township Water Authority	05-12-2020WATER	5/12/2020	5/31/2020	\$211.12	\$0.00		\$211.12	6/10/2020	20
Totals for Summit Township Water Authority				\$211.12	\$0.00		\$211.12		
The Nutrition Group									
The Nutrition Group	33526	5/1/2020	5/30/2020	\$1,012.00	\$0.00		\$1,012.00	5/30/2020	31
Totals for The Nutrition Group				\$1,012.00	\$0.00		\$1,012.00		
Times Publishing Company									

Erie County Technical School

Open Invoice Report

General Fund - Northwest Savings Bank

Vendor Name	Invoice Number	Invoice Date	Post Date	Invoice Balance	Potential Discount	Discount Expires On	Net Amount Due	Invoice Due Date	Days Past Due
Times Publishing Company	24739	4/22/2020	4/30/2020	\$154.60	\$0.00		\$154.60	4/30/2020	61
Totals for Times Publishing Company				\$154.60	\$0.00		\$154.60		
Verizon Wireless									
Verizon Wireless	9854073571	5/7/2020	5/31/2020	\$336.90	\$0.00		\$336.90	5/30/2020	31
Totals for Verizon Wireless				\$336.90	\$0.00		\$336.90		
Welders Supply									
Welders Supply	266554	4/30/2020	5/31/2020	\$209.70	\$0.00		\$209.70	5/31/2020	30
Welders Supply	263795	1/31/2020	5/30/2020	\$215.46	\$0.00		\$215.46	5/30/2020	31
Welders Supply	264716	2/29/2020	5/30/2020	\$202.86	\$0.00		\$202.86	5/30/2020	31
Totals for Welders Supply				\$628.02	\$0.00		\$628.02		
GRAND TOTALS:				\$69,529.38	\$0.00		\$69,529.38		

Erie County Technical School
Open Invoice Report
General Fund - Northwest Savings Bank

Report name: New Open Invoice Report
Report format: Detail
Show invoices open as of: 6/30/2020
Calculate discounts as of today
Base invoice aging on:Due date
Include all invoice dates
Include all post dates
Include all due dates
Include all Post Statuses
Include all Invoices
Include all Vendors
Include these Banks: 10-01040
Include all Invoice Attributes
Include all Vendor Attributes

Erie County Technical School
Open Invoice Report
 Capital Projects Fund - Northwest Savings Bank

Vendor Name	Invoice Number	Invoice Date	Post Date	Invoice Balance	Potential Discount	Discount Expires On	Net Amount Due	Invoice Due Date	Days Past Due
NEWCO Electric Co.									
NEWCO Electric Co.	Fire Alarm Upgrade 4	5/1/2020	5/30/2020	\$11,250.00	\$0.00		\$11,250.00	5/30/2020	31
NEWCO Electric Co.	Fire Alarm Upgrade 5	5/21/2020	5/31/2020	\$30,298.05	\$0.00		\$30,298.05	5/31/2020	30
<i>Totals for NEWCO Electric Co.</i>				<u>\$41,548.05</u>	<u>\$0.00</u>		<u>\$41,548.05</u>		
GRAND TOTALS:				\$41,548.05	\$0.00		\$41,548.05		

Erie County Technical School
Open Invoice Report
Capital Projects Fund - Northwest Savings Bank

Report name: New Open Invoice Report
Report format: Detail
Show invoices open as of: 6/30/2020
Calculate discounts as of today
Base invoice aging on:Due date
Include all invoice dates
Include all post dates
Include all due dates
Include all Post Statuses
Include all Invoices
Include all Vendors
Include these Banks: 31-01130
Include all Invoice Attributes
Include all Vendor Attributes

Erie County Technical School
Open Invoice Report
Student Activities Fund - PNC Bank

Vendor Name	Invoice Number	Invoice Date	Post Date	Invoice Balance	Potential Discount	Discount Expires On	Net Amount Due	Invoice Due Date	Days Past Due
Creative Imprint	11347	5/13/2020	5/31/2020	\$3,231.80	\$0.00		\$3,231.80	5/23/2020	38
		Totals for Creative Imprint		\$3,231.80	\$0.00		\$3,231.80		
		GRAND TOTALS:		\$3,231.80	\$0.00		\$3,231.80		

Erie County Technical School
Open Invoice Report
Student Activities Fund - PNC Bank

Report name: New Open Invoice Report
Report format: Detail
Show invoices open as of: 6/30/2020
Calculate discounts as of today
Base invoice aging on:Due date
Include all invoice dates
Include all post dates
Include all due dates
Include all Post Statuses
Include all Invoices
Include all Vendors
Include these Banks: 81-01013
Include all Invoice Attributes
Include all Vendor Attributes

VISA Statement Ending April 27, 2020

<u>Cardholder Name</u>	<u>Budget Account Number</u>	<u>Amount</u>	<u>Supplier</u>	<u>Date</u>
Birchard	10-04990-000-000-00-000-273	207.90	Msi*millennium Si	03/30/2020
Birchard	10-62440-610-000-00-000-000	158.00	Cintas Corp	04/03/2020
Birchard	10-62620-411-000-00-000-000	1051.49	Waste Mgmt Wm Ezpay	04/15/2020
Birchard	10-62840-538-000-00-000-000	229.01	Velocity Network Inc	04/21/2020
Birchard	10-62840-348-000-00-000-000	820.62	Quest Software Inc	04/23/2020
Carr	10-61380-648-000-00-000-000	264.00	Aws E-Commerce	04/20/2020
Eggleston	10-61390-610-000-00-000-001	20.00	Stratford Career Institu	04/20/2020
Massello	10-61380-610-000-00-000-278	39.98	Edhelper Inc	04/06/2020
Nichilo	10-61610-610-100-40-000-000	124.49	Matheson Tri-Gas L46	04/16/2020
Sargent	10-61370-610-000-00-000-000	30.00	Paypal	04/14/2020
Sargent	10-62271-810-000-00-000-000	50.00	In *adda	04/14/2020
Smith	10-62840-618-000-00-000-000	69.95	Paypal	03/30/2020
Smith	10-62840-618-000-00-000-000	128.19	Msft * E0400amg84	04/13/2020
Smith	10-62840-348-000-00-000-000	477.00	Sonicwall, Inc.	04/20/2020
Tarasovitch	10-62380-610-000-00-000-000	-5.79	Officemax/Officedept#6877	04/08/2020
Tarasovitch	10-62380-610-000-00-000-000	-1.86	Officemax/Officedept#6877	04/08/2020
Tarasovitch	10-62380-610-000-00-000-000	-52.14	Officemax/Officedept#6877	04/10/2020
Tarasovitch	10-62380-610-000-00-000-000	95.56	Walmart Grocery	04/15/2020
Vonvolkenburg	10-62620-610-000-00-000-000	164.70	Msc	04/07/2020
Vonvolkenburg	10-62620-610-000-00-000-000	94.20	Msc	04/08/2020
Vonvolkenburg	10-62620-610-000-00-000-000	930.12	De Santis Janitor Supply	04/21/2020
Vonvolkenburg	10-62834-810-000-00-000-000	-349.00	Pasbo	04/24/2020
Total for April 2020		\$ 4,546.42		

Human and Quality Resources Report May 2020

ISO.

Contact was made with the external ISO auditor to discuss our plan to handle internal audits utilized just a limited audit since they were not scheduled to be finished until May 24th. He approved the handling of the audits and the teams are working on completing the best they can.

Parent Satisfaction Surveys will be reviewed at the end of the year retreat.

Student Satisfaction data has been entered and will need to be compiled, analyzed and then reviewed at the end of year retreat and then shared with instructors to address any low performing areas.

STAFFING.

Kelly Services

Use of Kelly Services will continue but there is a motion on the agenda for additional subs that will not be hired through Kelly Services.

Professional

There is a motion for retirement for the Welding Instructor and a resignation for the Transition Center Instructor. Recruitment has begun for both positions and resumes have begun to be submitted.

FINGERPRINTING.

Due to the closure of Erie County Technical School fingerprint services have been suspended, a plan is being put together to address the reopening considering all of the safety protocol. Fingerprinting is considered an essential service and there are essential workers who need to be fingerprinted.

PAYROLL.

Payroll has continued as it was in the past with a slight change with ECCA mailing the paystubs. End of the year preparations and audit preparations

ADDITIONAL COORDINATION.

There has been additional coordination necessary in order continue operations. Conference calls are held three times a week with Administration. Consistent communication between supervisors and employees is taking place in order to continue operations.

ERIE COUNTY TECHNICAL SCHOOL

PROPOSED AGENDA ITEM

DATE: May 28, 2020

SUBJECT: Retirement-Mark Cyphert

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

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

DESCRIPTION:

Mark Cyphert, has expressed his desire to retire. His last date of employment will be September 1, 2020(see attached letter).

RECOMMENDATION:

Motion to accept the retirement request of Mark Cypher with his last day of work being September 1, 2020.

May 8th, 2020

Ms. Terri Birchard
Board Secretary
Erie County Technical School
8500 Oliver Road
Erie, PA 16509

Dear Ms. Birchard:

This letter is to inform you of my intent to retire during the 2020-2021 contractual school year, July 1, 2020 to June 30, 2021. My last day of employment will be September 1, 2020 unless otherwise advised. This notice is to insure eligibility for retirement compensation, as outlined in Article VI, Section 12 of the Master Contract in effect at this time.

Respectfully,

A handwritten signature in black ink, appearing to read 'Mark Cyphert', with a long horizontal line extending to the right.

Mark Cyphert

ERIE COUNTY TECHNICAL SCHOOL

PROPOSED AGENDA ITEM

DATE: May 28, 2020

SUBJECT: Resignation- Stephanie Mathews

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

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

DESCRIPTION:

Stephanie Mathews, Transition Center Instructor, has expressed her desire to resign effective May 31, 2020 . (see attached letter)

RECOMMENDATION:

Motion to accept the resignation request of Stephanie Mathews effective May 31, 2020.

Natalie Fatica

From: Steph Mathews <s.mathews.a@gmail.com>
Sent: Thursday, May 14, 2020 3:11 PM
To: Natalie Fatica
Subject: Mathews Resignation

Dear Ms. Fatica,

Please accept this as my formal resignation from my position as Transition Center Instructor with the Erie County Technical School. My last day will be May 31, 2020.

This was not an easy decision to make. I've enjoyed working with the students and fully believe in the mission of the program. I am grateful for the time I was a small part of this program and that this option is available for students.

Thank you for the opportunity to be a part of the wonderful team at Erie County Technical School.

Sincerely,

Stephanie Mathews

814-923-2350



PROPOSED AGENDA ITEM

MEETING DATE: May 28, 2020

SUBJECT: Resignation – Natalie Fatica

SUBMITTED BY: Terri L. Birchard, Business Manager

DESCRIPTION:

Natalie Fatica, the school's Coordinator of Human and Quality Resources for almost 18 years, is tendering her resignation effective June 5, 2020

RECOMMENDATION:

Motion to accept the resignation request of Natalie Fatica effective June 5, 2020

May 14, 2020

Dr. H. Fred Walker & the Joint Operating Committee:

This letter serves as my resignation from the Erie County Technical School effective June 5, 2020. I also wish to express my gratitude for the opportunity to serve the educational needs of our community's students and am proud of the 18 years of service and collaboration with the educational professionals of ECTS and the region. To the school students, staff, administration and leadership, I wish you the best in the years to come.

Sincerely,

Natalie Fatica, M.S.

ERIE COUNTY TECHNICAL SCHOOL

PROPOSED AGENDA ITEM

DATE: May 28, 2020

SUBJECT: Permanent Employee Status

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

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

DESCRIPTION:

Classified Employees serve a probationary period of 120 days prior to recommendation for regular employment to the Operating Committee (Article I, Section 6). Allen Labrozzi, C-2 (Custodian) has completed his probationary period effective March 10, 2020 which changes his rate to \$16.25 per hour.

RECOMMENDATION:

Motion to grant regular employment status to Allen Labrozzi effective March 10, 2020 with a rate change of \$16.25 per hour.

ERIE COUNTY TECHNICAL SCHOOL

PROPOSED AGENDA ITEM

DATE: May 28, 2020

SUBJECT: Substitute Instructor

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

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

DESCRIPTION:

Due to the leave of Kayla Noonan, Cosmetology Instructor, ECTS administration seeks the approval Diana Noe for the 2020-2021 school year for the first semester or until the Instructor returns.

RECOMMENDATION:

Motion to approve Diana Noe as a long substitute instructor in the Cosmetology Program for the 2020-2021 school year at the rate of pay of \$225.00 per day for the first 30 days and \$250.00 after that.

ERIE COUNTY TECHNICAL SCHOOL

PROPOSED AGENDA ITEM

DATE: May 28, 2020

SUBJECT: Substitute Instructors

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

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

DESCRIPTION:

ECTS generally uses Kelly Services but there are situations where it may warrant a different option thus, ECTS Administration is asking for the approval Kelly substitutes for substitutes as well as the list of additional substitutes at the rate of pay of \$105.00 per day.

RECOMMENDATION:

Motion to approve the list of substitutes attached.

2020-2021 Substitute List	
Kelly Services	All
Kenneth Chapman	CNT
Richard Powers	MTF, FMT
Nicole Milburn	COS
Dianna Noe	COS
Giorgina Scavella	COS
Kathi Groh	All

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

School Closure

1. Maintained business continuity during the school closure.
2. Participated in school reopening meetings with IU5.
3. Scheduled teachers on a rotational basis for summer shut down of offices and labs.
4. Cleaned out lockers and got locker contents, tools, and personal items back to students.
5. Continued providing/delivering student packets – very few responses.
6. Provided structured array of online professional development assignments for teachers.
7. Made videos in support of the ECTS virtual graduation.
8. Initiated summer deep cleaning.
9. Initiated summer grounds maintenance, lawn mowing and repairs, etc.

Roundabout

1. No noticeable activity on the roundabout.

Renovation Status

1. Chris Coughlin is scheduled to present his design work at the June 2020 JOC meeting – Superintendents are invited to attend/participate.
2. Chris Coughlin agreed to absorb the cost of core sample drilling/analysis and the preparation of a storm-water management plan for now to keep the project moving.
3. Contractors have been on site at the ECTS to drill core samples.
4. The mechanical contractors hired by Chris Coughlin have been on site at the ECTS to inspect the facility.
5. Chris Coughlin says he is still on schedule to put the comprehensive renovation out to bid in January.

Secure Vestibules

1. A secure vestibule for the Skills Center will be provided by reallocating resources from the PCCD grant (\$35K for a third-party to conduct a Risk and Vulnerability Assessment was reallocated for the Skills Center secure vestibule because the Erie County Sheriffs' Department provided the RVAT free of charge).
2. Both secure vestibules were put out for bid as one project.

Fire Alarm Project

3. The fire alarm installation is complete.

New Program Development

1. Based on the results of a stakeholders meeting to discuss possibilities for a new health-related program at the ECTS, there is a significant need for expansion or a new program.
2. Multiple curricular models are possible to support an expansion of our existing Health-Assistant program, perhaps with a clinical component and/or area of focus such as a Pharmacy Technician certification sponsored by CVS.
3. We could also pursue a new and separate health-related program, however, we would be drawing from the same pool of students.
4. Question to the JOC and PAC: What is your preference for a new program or a program expansion?

Grants

1. PCCD School Safety and Security Grant – Grant successfully awarded ~\$230K+.
 - a. Continuing to work with PCCD on reallocation of RVAT for Skills Center secure vestibule.
2. Perkins Grant.
 - a. The Comprehensive Local Needs Assessment (CLNA) was formally accepted on May 19th, 2020.
 - b. We are now scheduling the second stakeholders meeting.
 - c. We are now waiting for the Perkins Grant window to open (“mid-May”)

ECTS Operations

1. Meeting with Administrative staff regarding ECTS reorganization given the departure of Natalie Fatica.
2. Turnover within the Administration within the next 24 months must be addressed as a priority now.
3. Annual faculty evaluations were completed and filed in PAETEP.
4. Faculty are continuing school-wide three-year curriculum development effort.

Student Activity

1. Student clubs and activities have been suspended.

High School Activity Report

May 2020

Dinner with Instructor Event: The annual recruitment dinner that was scheduled for Thursday, April 23, 2020 has been tentatively re-scheduled for Thursday, August 20, 2020. The event will have a time frame of 4:30 PM to 6:30 PM. This event has always been a superb way to bridge the new students with their selected program and the expectations for the upcoming school year. Kudos to Lisa Sorensen for her continued planning and organization of this student/instructor engagement opportunity. This event is a tentative plan depending on the COVID-19 protocol.

Professional Development for Instructors: The Erie County Technical School's instructors have been engaged in two rounds of Professional Development that were provided by "SafeSchools On-line Training". Mr. Tarasovitch investigated this opportunity and assigned applicable sessions that would be beneficial to the instructors. The first of the assignments were a collection of 8 sessions that focused on the "Instructor's Health and Well-being". The second round of assignments focused on "Managing Conflict and Classroom Management". The instructors will receive 6 hours of ACT 48 professional development hours for their completion.

Spadafor Scholarship: Ms. Spadafor, daughter of Arthur Hamilton Spadafor, chose the Erie County Technical School's Electrical Engineering Technology program as a partner with an annual scholarship recognize a student, or students with funds for post-secondary education or for tool grants. The Arthur Hamilton Spadafor Scholarship has been established in memory of Ms. Spadafor's father who had a great passion for electrical engineering and students at the Erie County Technical School. The Spadafor Scholarship will be an endowment scholarship that will be supported by the Erie Community Foundation annually. This year's recipients of the grant funds are Lucas Thomas from Union City High School and Chandler Sekanina from McDowell High School. Lucas Thomas will receive \$500 that will be applied to his education at Penn State Behrend and Chandler Sekanina will receive \$500 allowance for tools to support their pursuit of electrical occupations. Please review the attached Spadafor Scholarship announcement.

Senior Mailing: A mailing was forwarded to each senior to inform him or her of the "Virtual" senior awards ceremony that was shared on Wednesday, May 27, 2020. Although this "virtual" ceremony was not what the ECTS staff wanted for the 2020 graduating class, it did provide an avenue for many of the staff to send their "best" wishes to these super seniors. In addition, each senior received another mailing that provided him or her a "keepsake" of an announcement of the ECTS graduating class of 2020.

End Of Year Conferences: The end of the year conferences with the instructional staff were held on May 15th, 18th & 20th. Joe Tarasovitch and Dr. Walker met with each instructor on-line to discuss the 2019-2020 school year. This school year's EOY 82 form assessment was drive by the COVID-19's ACT 13 requirements.

“In-House” Awards: The annual student recognition from the individual programs will take place upon the students return for the 2020-21 School Year. The instructors’ recognized students who displayed LEADERSHIP, SAFETY, and WORK ETHIC during the school year. The deserving students will receive a certificate and an ECTS T-shirt in recognition of this accomplishment.

Pride Student Of The Month: The May “PRIDE” student of the month names are attached.

Last Day for Students & Instructors: Wow, the 2019-20 school is one that will be remembered for quite some time. Mr. Tarasovitch thanks the instructors and instructional aides for their outstanding adaptation and cooperation implementing the Erie County Technical School’s “Continuity of Education Plan” and on-line instruction. Thursday, June 4th will be the final day for students to submit work and Friday, June 5th will be the last day for instructors. In addition, Mr. Tarasovitch shares his praise for the work from the clerical, maintenance, and administrative staff during the COVID-19 displacement; their continual support of the mission of the Erie County Technical School shined brightly!

Technology Board Report

Office 365 & Google Suite

The migration of sharepoint (eClass) services to O365 previously mentioned in February, was postponed for the online instruction during March, April, and May, but will resume in June. We will be extending our capabilities with Microsoft Classroom/Teams and G-Suite as we prepare for instructional abilities for next school year.

Training

The technology department authored and published several training videos over this experience to ramp up faculty adoption of eClass. We will continue this and lean toward this as our primary delivery method for future advancements with our technology landscape, as well as leverage select faculty as peer mentors to help progress the technological advancements that are necessary to support instructional goals.

Applications

Working with the High School Office and Curriculum to renovate our Infinite Campus gradebook data structures to better align with external system capabilities so we can integrate our online instruction platform with our student information system. Report Cards and several other reports will need to be modified to align to this new structure; while maintaining the logic to properly render the old data structure.

Desktops

The Art and Design computer lab will be upgraded with new Mac computers. The displays and drawing tablets will remain, but the laptops and desktop units are 6 and 7 years old respectively. We are additionally replacing 3 other laptop cart units in various other labs to maintain our 8 year rotation cycle. These orders have been submitted.

Backup Server

The backup server replacement will have to be accomplished more gradually over the next few months, as it's priority was disrupted with at home instruction. We have renewed the licenses for a year, and will deploy the Office 365 backup solution in tandem until we can decommission the old solution later this year.

Print Systems

Due to restrictions with ComDoc corporate, the printer installs are on pause until their policies allow travel to our area.

Building Systems

Continuing efforts to improve our building technology systems and support facility modification plans.

Supervisors of Instructional Support Services Report

May 2020

Sandy Carr and Lesa Scalise

Curriculum Development

Student Certifications – Instructors have reported the student certifications earned during the current school year. Current certifications offered are being compared to the PDE Industry-Recognized Credentials for CTE programs.

Curriculum – Instructors submitted curriculum changes to the scope and sequence for their programs. Throughout the 2019-2020 school year, instructors revised their course sequence charts, designed curriculum maps, cross-walked courses with their Program of Study task lists, and developed syllabi for each quarter of each level of instruction. The curriculum team looked at the Guides4Learning program that can be used for developing unit plans. Thanks goes out to Michael Miller, Mariea Sargent, and Danielle Wilber for their leadership with the curriculum project.

NIMS/NOCTI –NOCTI testing for seniors was cancelled and waived by the Pennsylvania Department of Education. Students from Precision Machining were able to complete components of the NIMS tests.

Award Ceremony – Due to COVID-19, ECTS has created a senior ceremony video that will broadcast live May 27th at 7:00 PM. The video will be accessed by a link on the ECTS website. A very sincere thank you to Marty Burnham for his creativity, time, and dedication to producing the video.

Remote Learning- In accordance with the Continuity of Education Plan, curriculum was adapted to an on-line and/or packet system for Quarter 4. Students unable to access the on-line curriculum were provided materials in paper packet format. At the start of enrichment and review approximately 70 students requested paper packets. As outreach and engagement increased with the move to mandatory instruction, the number of students receiving packets grew to approximately 130.

Feedback from instructors and instructional aides about the on-line learning process used during the school closure is being collected. Once collected, the data will be used to prioritize improvements to the process and plan for summer professional development.

Special Education

Roster Verification- Sending school counselors and case managers have been provided comprehensive lists of next year's students and asked to verify that we have properly identified all of the students with disabilities who will be attending ECTS in the fall.

Support During COVID-19- The instructional aides have gone above and beyond in providing support to students with IEPs and 504 plans (and a few without) during the transition to on-line and packet learning. Support has been provided via email, phone calls, and some virtual meetings. Their dedication and encouragement was the key to success for many students.

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

School District	Representative	Date Appointed	2/28/19	3/28/19	4/25/19	5/23/19	6/27/19	8/22/19	9/26/19	10/24/19	12/17/19	1/23/20	2/27/20	4/23/20	No. Attended	Percent Attended
Fairview	Mahoney	December 2019									p	p	p	p	4	100%
Ft LeBoeuf	Dinsmore	December 2019									p	p	p	p	4	100%
General McLane	Bucksbee	August 1993	p	p	p	p	p	p	p	p	p	p	p	p	12	100%
Girard	Olesnanik	December 2015	p	p	p	p	p	p	p	p	p	p	p	p	12	100%
Harbor Creek	Brink	December 2019										p	p		2	50%
Iroquois	Rickrode	December 2017	p	p	p	p	p	p	p	p	p	p	p	p	12	100%
Millcreek	DiPlacido	March 2012	p	p	p	p	p	p	p	p	p	p	p	p	12	100%
North East	Cancilla	September 2019								p					1	17%
Northwestern	Ring	October 2016		p	p	p	p	p	p	p	p	p	p	p	11	92%
Union City	Gilbert	December 2018	p	p			p		p	p	p	p	p	p	9	75%
Wattsburg	O'Donnell	December 2019									p	p	p	p	4	100%
Monthly Total			9	9	9	9	9	9	10	10	9	10	10	9		
Monthly Percentage			82%	82%	82%	82%	82%	82%	91%	91%	82%	91%	91%	82%		85%

Erie County Technical School
2019-20 Enrollment

Green - A, Blue - B, Yellow - C, Orange - D, Red -F

		April 2020						May 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	15	13	14	42	0	(3)	15	13	14	42	0	(3)
Auto Body	48	12	9	6	27	0	0	12	9	6	27	0	0
Automotive Technologies	48	8	9.5	12	29.5	0	(3)	8	9.5	12	29.5	0	(3)
Automotive Technologies	48	8	9.5	12	29.5			8	9.5	12	29.5		
Computer Networking	48	18	10	14	42	0	(2)	18	10	14	42	0	(2)
Computer Info. Systems	48	17	9	8	34	0	(1)	17	9	8	34	0	(1)
Construction Trades	48	8	10	4	22	0	(4)	8	10	4	22	0	(4)
Cosmetology	48	15	16	14	45	0	(2)	15	16	14	45	0	(2)
Culinary Arts	48	13	12	7.5	32.5	0	(3)	13	12	7.5	32.5	0	(3)
Culinary Arts	48	13	12	7.5	32.5			13	12	7.5	32.5		
Diversified Occupations	0	0	0	0	0	0	0	0	0	0	0	0	0
Drafting & Design	48	15	17	9	41	0	2	15	17	9	41	0	2
Early Childhood Education	48	13	11	5	29	0	(1)	13	11	5	29	0	(1)
Electrical Engineering	48	20	11	11	42	0	(4)	20	11	11	42	0	(4)
Facilities Maintenance	48	20	12	12	44	0	(2)	20	12	12	44	0	(2)
Graphic Communications	48	12	13	7	32	0	(2)	12	13	7	32	0	(2)
Health Assistant	48	16	10	14	40	0	(3)	16	10	14	40	0	(3)
Metal Fabrication	48	17	14	9	40	0	(3)	17	14	9	40	0	(3)
Precision Machining	48	16	8	6	30	0	(2)	16	8	6	30	0	(2)
Tourism & Hospitality	48	13	9	5	27	0	0	13	9	5	27	0	0
TOTALS	912	269	215	177	661	0	(38)	269	215	177	661	0	(38)
Percent of Capacity		72.5%						72.5%					
Date of Report		Thursday, April 9, 2020						Wednesday, May 20, 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	23	14	10	47	0	(3)	23	14	10	47	0	(3)
Fort LeBoeuf	83	20	13	20	53	0	(3)	20	13	20	53	0	(3)
General McLane	83	20	18	13	51	0	(7)	20	18	13	51	0	(7)
Girard	83	26	26	19	71	0	(2)	26	26	19	71	0	(2)
Harbor Creek	83	19	17	13	49	0	0	19	17	13	49	0	0
Iroquois	83	18	19	10	47	0	(3)	18	19	10	47	0	(3)
Millcreek	83	49	37	34	120	0	(5)	49	37	34	120	0	(5)
North East	83	25	18	17	60	0	(4)	25	18	17	60	0	(4)
Northwestern	83	25	16	10	51	0	(2)	25	16	10	51	0	(2)
Union City	83	26	17	12	55	0	(8)	26	17	12	55	0	(8)
Wattsburg	83	18	20	19	57	0	(1)	18	20	19	57	0	(1)
Totals	912	269	215	177	661	0	(38)	269	215	177	661	0	(38)

Career Alternative Education Program
Transition Center 2019-20

April 9, 2020

May 20, 2020

District	Career Alternative Education			Transition Center	District	Career Alternative Education			Transition Center
	Middle School	High School	Total			Middle School	High School	Total	
Fairview	-	-	-	5	Fairview	-	-	-	5
Fort LeBoeuf	1	1	2	6	Fort LeBoeuf	-	1	1	6
General McLane	-	1	1	5	General McLane	-	1	1	5
Girard	-	-	-	3	Girard	-	-	-	3
Harbor Creek	-	2	2	1	Harbor Creek	-	2	2	1
Iroquois	-	7	7	6	Iroquois	-	7	7	6
Millcreek	-	2	2		Millcreek	-	2	2	
North East	1	2	3	4	North East	1	2	3	4
Northwestern	-	1	1		Northwestern	-	-	-	
Union City	-	-	-	6	Union City	-	-	-	6
Wattsburg	-	1	1	2	Wattsburg	-	1	1	2
Total	2	17	19	38	Total	1	16	17	38

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	1		3	1		10	42	23.8%
Automotive Body Repair	1								1	5	1		2	5		15	27	55.6%
Automotive Technologies							2			9			6	4		21	59	35.6%
Computer Networking							3		1	3	1		4	1		13	42	31.0%
Computer Programming							1		2	4			1	2		10	34	29.4%
Construction Trades							1			2	1		1	1		6	22	27.3%
Cosmetology										3			1	1		5	45	11.1%
Culinary Arts							1		1	6	1		2	2		13	65	20.0%
Drafting & Design									2	5	2		5	1		15	41	36.6%
Early Childhood Education							1		1	4			3	2		11	29	37.9%
Electrical Engineering Technology					1				1	5	1		3	1		12	42	28.6%
Facilities Maintenance Technologies	1									11	1		2	4		19	44	43.2%
Graphic Communications							2		2	5	2		1	2		14	32	43.8%
Health Assistant				1									2	2		5	40	12.5%
Metal Fabrication							1		2	6	2		1	2		14	40	35.0%
Precision Machining										4		1	1	1		7	30	23.3%
Tourism & Hospitality Management									1	3	1					5	27	18.5%
Undeclared																0		NaN
Erie County Technical School	2			1	1		12		14	80	14	1	38	32		195	661	29.5%

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	48	29.2%
Fort LeBoeuf									1	3			5	2		11	53	20.8%
General McLane	1						3			7	1		1	3		16	51	31.4%
Girard					1				1	9			3	6		20	71	28.2%
Harbor Creek									4	6	3		3	3		19	49	38.8%
Iroquois							1			5	1		2	3		12	47	25.5%
McDowell High School				1			2		3	10	2	1	5	5		29	75	38.7%
McDowell Intermediate	1								3	6			4	1		15	44	34.1%
North East							2		1	8	2		5	3		21	60	35.0%
Northwestern										8	1		1			10	51	19.6%
Union City							1		1	5	1		3	1		12	55	21.8%
Wattsburg							3			7	2		2	2		16	57	28.1%
Erie County Technical School	2			1	1		12		14	80	14	1	38	32		195	661	29.5%

Business and Industry Partnership Coordinator's Report
May 28, 2020

Rob Eggleston, Business and Industry Partnership Coordinator

Co-op, Intern, Shadow, etc. Update: Since the end of the 2018-2019 school year 212 visits, observations, site inspections, etc. have been made to AYES, Co-op, intern, shadow, etc. sites as of March 31, 2020. Currently there are 122 students on the Co-op, intern or shadowing call-back list. These range from the beginning procedures to being actively on the Job.

Meetings, Presentations, Trade Shows, Field Trips, etc.: Numerous web-based meetings have been conducted. Continued attendance at web-based conferences, seminars, meetings, presentations, etc. is planned.



Enrollment and Community Engagement Report

May 2020

Enrollment

There are currently 771 students enrolled in ECTS for the 2020/21 school year. 299 of those enrolled are new level 1 students. The remaining 472 are returning students. There are roughly 15 students in a holding pattern until the school year begins. They would like to attend ECTS but, have not visited and will do so when school resumes.

Marketing

It has been a challenging time to market and communicate with families. A letter and Frequently Asked Questions pamphlet is being mailed to new families by the end of May.

I will be reconvening the ECTS Marketing Team to brainstorm how to best reach out to families and keep them connected to ECTS. As a school of choice, this is extremely important. To be considered, there is also a chance parents will be fearful of sending their daughter/son to ECTS as we will have 11 communities in sessions. I look forward to seeing the plan for students to safely return, so we can market that to parents and students via social media and the social media and web sites of the sending districts. As difficult as this situation is, it is also an opportunity for ECTS to be leader in putting excellent safety practices in place and marketing them to the 11 communities we serve.

Community Engagement

I hosted a Zoom School Counselors meeting on May 6. The Counselors asked for a list of ECTS students not completing work, communicating, and/failing the quarter and/or year. They have been a tremendous help in helping ECTS reach students. The information they share is also very valuable in assisting students going forward.

Empower Erie requested I help gather the School Counselors together for a Zoom meeting to update us on the status of a community college. This took place on May 11. The Counselors were able to convey their concerns for transportation for county students in outlying areas with no E route. This information was well received from Empower Erie. We also discussed ECTS students having the opportunity to dual enroll in the community college and being able to graduate with up to an associate degree. As we all know, the community college is still in the planning stages. The group will keep us up to date as work progresses.

I provided a video, introduction video, and classroom activity for the 6th grade career fair at Iroquois. We are all learning to do things differently and it was so nice the school was able to hold the fair in a different format.

The ECTS new recruitment video is an ongoing project. We are still in the pre-production phase and expect to be ready to begin filming when school resumes.

I have been one of the ECTS faculty members delivering paper packets to students with no internet or devices. It has been very enlightening to see them in their home environment. My hope is, going forward we can all remember the daily difficulties many, many families face not just in a crisis, but on a daily basis. For so many students ECTS is truly an opportunity to change their lives. Parents have been very grateful of the efforts by our staff to continue education with the loss of the hands-on environment.

Career Planning Coordinator Board Report

May 2020

Mary Foulkrod, Career Planning Coordinator

Career Planning

- WIN activity has increased over the past two months. It was used as Enrichment and Review for Professionalism and Soft skills as well as the Ready to Work Courseware. The certificates earned will go toward graduation requirements and are used for Career Planning Artifacts for the sending districts.
- Developing classroom activities that will be able to be completed on line in preparation of what the fall schedule will look like.
- **WIN CRC certificates continue to be a valuable asset. Students can work from their mobile device or home computer to advance through the levels to earn beneficial certificates in the following areas: Applied Mathematics, Workplace Documents, Graphic Literacy, and Soft Skills. Students can work at their own pace and can enhance their Career Readiness skills from home during this unique and difficult time.**

Activities & Awards

- Eight students have applied for the ECTS/AFT scholarships. Awards will be determined this week.
- Two students, Lucas Thomas and Chandler Sekanina applying for the Arthur H. Spadafor Scholarship.

NOCTI/NIMS

- 2019-2020 NIMS Verification Spreadsheet has been submitted. Two students, Luke Eichenlaub and Ryen Phennicie, scoring Advanced. One student, Gabriel McKean scoring Competent. Three students, Patrick Kormos, Samantha Saulsgiver, and Jonah Wynkoop, scoring Basic.

Coordination with Staff and Counselors

- Participation in counselor meetings through ECTS and IU5 to coordinate contact with students and parents.
- Planning Zoom meetings with teachers and counselors as needed, to share thoughts and ideas on how to best serve our students.
- Preparation for next year, anticipating the possible changes can be overwhelming. I have been in contact with parents, students, and teachers to help them deal with the daunting unknown. Gathering information from professional sources on how to best serve our students in the upcoming year.

**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	Completed April 2020	Suspended Administrative Procedure 126 with Instructors for this school year due to mandatory school closure
42	Review and analysis of RCTC Operations (Programs offered, Length of Time, Enrollment)	August 22, 2019	Mr. Gallagher	Yes	Director, RCTC Supervisors	In progress	Director's discussion on the May 2020 JOC meeting agenda
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
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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