



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