



8500 Oliver Road, Erie, PA 16509

Joint Operating Committee - Meeting Minutes

Thursday, March 25, 2021

Work session - 6:00pm

Student Spotlight

Student Spotlight – Drafting and Design Architect Project

- An Executive Session began at 6:28 p.m. during the work session regarding personnel matters and concluded at 7:25 p.m.
- Erie County Technical School Foundation Meeting began at 7:28 p.m. during the meeting Foundation Financials were discussed and concluded at 8:52 p.m.

Call to Order

Mr. Ring, JOC Chairman, called the regular meeting to order at 8:53 pm

Moment of Reflection and Pledge of Allegiance

New district committee member

Motion to accept Corrie Boyd as the New district committee member for North East School District (2022) by **Mahoney**, with a second by **Lee**

The motion is approved with an all “ayes” voice vote

Roll Call

Cat Doty, 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	
Corrie Boyd	North East	x	
Sam Ring	Northwestern	x	
Stephen Gilbert	Union City	x	
Nicole Lee	Wattsburg	x	
<u>Administrators:</u>	<u>Position:</u>	<u>Present</u>	<u>Absent</u>
Mr. Rick Emerick	Superintendent of Record	x	
Dr. H Fred Walker	Director	x	

Tim Sennett	Solicitor	x
Joseph Tarasovitch	Principal	X
Paul Sachar	Interim Business Manager	x
Catherine Doty	Administrative Services/ HR Coordinator	x
Del VonVolkenburg	Facilities Manager	x
TBD	Technology Manager	
Lesa Scalise	Supervisor of Student Services	x
Sandra Carr	Supervisor of Student Services	x

Agenda and Amendments

a. Section 10€(i) General Fund Invoices

Motion to approve the agenda and amendments by DiPlacido, with a second by Olesnanik

The motion is approved with an all “ayes” voice vote

Meeting Minutes

Minutes of February 25, 2021

Motion to accept the minutes of the February 25, 2021 meeting as presented

Moved for approval by Rickrode, with second by Brink

The motion is approved with an all “ayes” voice vote

(Copy is filed with the official minutes)

Student Accomplishments/Highlights

ECTS recognized February and March 2021 Be-Attitude Students of the Month

Guests and Public Comment – Items related to the Agenda – Procedure 126 comments

Guests signed in and present: Shelly & Jeff Rice

Guests signed in virtually: Adam Trippi, Allison Mardendt, Andrea Lucarotti, Danielle Wilber, Jason Klins, Jeff Zellefrow, Jessica Warren, Joe Salorino, Kayla Noonan, Kelly Bennett, Kelly Schoullis, Lisa Sorenson, Mariea Sargent, Mary Foulkrod, Matt Walter, Rob Eggleston, Rob Suprynowicz, Travis Woodburn, Valerie Myers, and Walter Michalski.

Important Items Coming to ECTS

Discussion regarding the potential new program involving mechatronics

Discussion regarding the roundabout

Discussion regarding renovation, to include bidding, clerk of the works review, and distribution of general drawings.

Operations

2020-2021 Final General Fund Budget

Motion to approve the final 2020-2021 General Fund Budget to PA Department of Education, as presented and approved by the participating districts Moved for approval by, with second by
The motion is approved with an all “ayes” voice vote

The Nutrition Group Consulting Contract

Motion to approve The Nutrition Group Consulting Contract July 1, 2021 through June 30, 2022, Moved for approval by Rickrode, with second by Bucksbee
The motion is approved with an all “ayes” voice vote

Board Agenda format Discussion

Discussion about utilizing Board Doc’s for the Board Meeting minutes and Agenda was approved to move forward with purchasing the service for ease and time savings

Job Description Revision/Review Discussion

Discussion about how to put forth job description revisions to the JOC, going forward they will be brought forward in Employee Categories, one category per month for JOC approval

Motion to advance Board Policy Revisions

Motion to advance Board Policy Revisions as noted in the attached policies and Table of Content below

100 Programs

103 Vol II 2020	Discrimination/Title IX Sexual Harassment Affecting Students
103.1 Vol V 2018	Nondiscrimination - Qualified Students with Disabilities
111 Vol V 2020	Lesson Plans
113.1	Discipline of Students with Disabilities
113.2 Vol VI 2020	Behavior Support
113.3 Vol VI 2020	Confidentiality of Special Education Student Information
115	Cooperative Education
122 Vol VI 2020	Extracurricular Activities

200 Pupils

218.3 VII 2020	Discipline of Student Convicted/Adjudicated of Sexual Assault
220 PSBA Policy Guide	Student Expression/Distribution and Posting of Materials
247 Vol V 2018	Hazing
249 Vol V 2018	Bullying/Cyberbullying
252 Vol VII 2020	Dating Violence

300 Employees

309.1 Vol V 2020	Telework
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318 Vol V 2020	Attendance and Tardiness
323 Vol I 2020	Tobacco and Vaping Products
331 Vol V 2020	Job Related Expenses
332 Vol V 2020	Working Periods
334 Vol V 2020	Sick Leave
335 Vol II 2020	Family and Medical Leaves
340 Vol V 2020	Responsibility for Student Welfare

600 Finances

626 Vol II 2020	Federal Fiscal Compliance
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700 Property

705 Vol V 2020	Facilities and Workplace Safety
706	Property Records
708	Lending of Equipment and Books
709	Building Security
718	Service Animals in Schools

800 Operations

807	Opening Exercises/Flag Displays
810.3 New	School Vehicle Drivers
811	Bonding
812	Property Insurance
813	Other Insurance
814	Copyright Material
815	Acceptable Use of Internet, Computers and Network Resources
818	Contracted Services Personnel
819 New	Suicide Awareness, Prevention and Response Automated External Defibrillator (AED)/Cardiopulmonary Resuscitation (CPR)
822	
823 New	Naloxone
824 New	Maintaining Professional Adult/Student Boundaries
827 New	Conflict of Interest
828 New	Fraud
830	Breach of Computerized Personal Information
800	Cross Reference

900 Community

904 Vol V 2020	Public Attendance at Center (school) Events
907 Vol V 2020	Center (school) Visitors
913	Non-school Organizations/Groups/Individuals

Moved for approval by Rickrode, with second by Boyd
The motion is approved with an all “ayes” voice vote

Old Business

Procedure 126 Discussion

Discussion was held regarding updates to Procedure 126

Motion to approve Operation Section of Agenda

Moved for approval by Brink, with second by Rickrode

The motion is approved with an all “ayes” voice vote

Financial Items

Report - Business Manager – Paul Sachar

(Copy filed with the official minutes)

Financial Reports, Payments, and Invoices

Motion to approve the following reports, payments, and invoices, as presented:

- Revenue and Expenditure Reports: February 2021
 - General Fund \$2,236,168.72
 - Capital Projects Fund \$ 647,179.87
 - Student Activities Fund \$ 12,765.41
- Checks and Invoices:
 - General Fund Checks and Wire Transfers: February - \$ 253,154.30
 - General Fund Invoices Payable: \$ 110,205.04
 - Capital Projects Fund Checks: February – \$ 2,408.18
 - Capital Projects Invoices Payable - \$ 227,213.08
 - Student Activity Fund Checks: February - \$ 0.00
 - Student Activity Fund Invoices Payable - \$ 2,517.98
- VISA procurement card payment: February - \$ 27,566.52
- Treasurer’s Report: February 2021

VISA Procurement Card Payment

Approval of Visa Procurement Card Payment

Director’s Expense Reimbursement

Approval of the Director’s Expense Reimbursement

Motion to approve Financial Items Section of the agenda

Moved for approval by Mahoney with a second by Boyd

Motion approved with all “ayes” voice vote

(Copy of each item is filed with the official minutes)

Administrative Services and Human Resources

Report—Administrative Services and Human Resources

Grounds/Utility Position - Conner

Motion to transfer Jason Conner to the M4 Grounds/Utility Position at a rate of \$16.68 per hour effective on or after March 25, 2021

Instructional Aide - Weismiller

Motion to ratify the hire of Kristin Weismiller as a Part-Time SAA-2 instructional aide at a probationary rate of \$16.46 per hour effective on or after March 1, 2021

Motion to approve Administrative and Human Resources Section of Agenda

Moved for approval by Boyd, with second by Olesnanik

The motion is approved with an all “ayes” voice vote

Administrative Reports

- Superintendent Report – Mr. Rick Emerick, Fort LeBoeuf School District reminder April 14, 2021 PACT meeting
- Director Report — Dr. H. Fred Walker
- Solicitor – Attorney Tim Sennett
Attorney Sennett discussed the receipt of PennDOT Check for the purchase of the land for the roundabout
- Principal

Motion to approve reports section of the agenda

Moved for approval by Boyd, with second by Gilbert

The motion is approved with an all “ayes” voice vote

Supplemental Reports and Information

- Facilities Report — Del VonVolkenburg
- Technology Report - None
- Instructional Support Services Reports – Sandy Carr and Lesa Scalise
- Secondary Program Enrollment Report
- Transition Center Enrollment Report
- Disabled Population by Program
- Disabled Population by District
- Business Partnership Coordinator Report – Rob Eggleston
- Enrollment and Community Engagement Coordinator Report – None
- Career Planning Coordinator Report – Mary Foulkrod

Statute-Related Business

Staff Travel >400 miles (Polices: 331,431,531) - None

Student Field Trips and Fundraising, (Policy 121, 229, 230)

Field Trip Requests

Motion to approve the following field trip requests

- a) Art and Design – Erie Zoo, Sara’s Restaurant, Presque Isle; May 20, 2021
- b) Computer Networking – Velocity Network; April/May 2021 (TBD)
- c) Drafting and Design – various activities through the Erie Bayfront and Presque Isle; May 2021 (TBD)
- d) Early Childhood Education – Erie Children’s Museum; (TBD)
- e) Early Childhood Education – May 2021 (TBD)
- f) Graphics – Creative Imprint Systems and Presque Isle Park; May 12, 2021
- g) Tourism and Hospitality – Cedar Point; May 28, 2021

Motion to approve Statute-Related Business

Moved for approval by Lee, with a second by Boyd

The motion is approved with an all “ayes” voice vote

Facility Use Requests – Profit Making Organizations (Policy 707) - none

- Next meeting: Thursday, April 22, 2021 at 6:00 p.m.

JOC Board Remarks and Comments – none

- Board Action Items

Adjournment

Moved by Mahoney, with a second by Boyd to adjourn the meeting

Mr. Ring, Chairperson, adjourned the meeting at 9:17 pm.

Minutes prepared by,

Cat Doty, Secretary
Joint Operating Committee