



**Joint Operating Committee  
Meeting Agenda**

**Thursday, March 25, 2021**

8500 Oliver Road, Erie, PA 16509

**Work Session**

**6:00 p.m.**

**Student Spotlight – Drafting and Design Architect Project**

**EXECUTIVE SESSION – PERSONNEL MATTERS**

**Erie County Technical School Foundation Meeting**

**Regular Meeting**

**1. Call to Order**

- a. Moment of Reflection
- b. Pledge of Allegiance

**2. New district appointed committee members**

- a. Corrie Boyd – North East School District (2022)
- b. **Motion to accept new district committee member**

**3. Roll Call**

Mahoney, Dinsmore, Bucksbee, Olesnanik, Brink, Rickrode, DiPlacido, Boyd, Ring, Gilbert, Lee

**4. Agenda and Amendments**

- a. Section (10)(e)(i) General Fund Invoices Payable - updated
- b. **Motion to accept the Agenda and Amendments section of the Agenda**

**5. Meeting Minutes**

- a. **Motion to accept the minutes of the February 25, 2021 meeting as presented**

**6. Student Accomplishments/Highlights**

- a. Be-Attitude Students of the Month
  - i. February 2021
  - ii. March 2021

**7. Guest and Public Comment – Items Related to the Agenda**

**8. Important Items Coming to ECTS**

**9. Operations**

- a. New Business
  - i. Motion to approve the submittal of the final 2021-2022 General Fund Budget to Pennsylvania Department of Education, as presented and approved by the participating school districts
  - ii. Motion to approve the consulting contract with The Nutrition Group effective July 1, 2021 through June 30, 2022

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- iii. Discuss format of Board Agenda
  - iv. Discuss forming a subcommittee to review school wide job descriptions
  - v. Motion to advance Board Policy Revisions for second read as noted in the attached policies and Table of Content
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**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                         |
| 115               | Student Information                                          |
| 122 Vol VI 2020   | Cooperative Education                                        |
|                   | 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                           |
| 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 |
|-----------------|---------------------------|

Cross Reference 600 Finances

**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      |

700 Property Cross Reference

**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,<br>Computers and Network Resources                   |
| 818                  | Contracted Services Personnel                                                    |
| 819 New              | Suicide Awareness, Prevention and<br>Response                                    |
| 822                  | Automated External Defibrillator<br>(AED)/Cardiopulmonary Resuscitation<br>(CPR) |
| 823 New              | Naloxone                                                                         |
| 824 New              | Maintaining Professional<br>Adult/Student Boundaries                             |
| 827 New              | Conflict of Interest                                                             |
| 828 New              | Fraud                                                                            |
| 830                  | Breach of Computerized Personal<br>Information                                   |
| 800                  | Cross Reference                                                                  |
| <b>900 Community</b> |                                                                                  |
| 904 Vol V 2020       | Public Attendance at Center (school)<br>Events                                   |
| 907 Vol V 2020       | Center (school) Visitors                                                         |
| 913                  | Nonschool<br>Organizations/Groups/Individuals                                    |

b. Old Business

i. Procedure 126 discussion

c. Motion to Approve Operations Section of Agenda

**10. 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. Invoice Payable

- i. General Fund
- ii. Capital Projects Fund
- iii. Student Activities Fund
- f. Visa Procurement Card Payment
- g. Approval of Director's Expense Reimbursement
- h. Motion to Approve Financial Items Section of Agenda

**11. Administrative Services and Human Resources**

- a. Administrative Services and Human Resources Report
- b. Resignations and Retirements
- c. Hiring
  - i. 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
  - ii. 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
- d. Motion to Approve Administrative Services and Human Resources Section of Agenda

**12. Reports**

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

**13. 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 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

**14. Statute-Related Business**

- a. Staff Travel > 400 Miles
- b. Field Trip Requests

- i. Art and Design – Erie Zoo, Sara’s Restaurant, Presque Isle; May 20, 2021
- ii. Computer Networking – Velocity Network; April/May 2021 (TBD)
- iii. Drafting & Design – Various activities throughout the Erie Bayfront and Presque Isle; May 2021 (TBD)
- iv. Early Childhood Education – Erie Children’s Museum; TBD
- v. Early Childhood Education – May 2021 (TBD)
- vi. Graphics – Creative Imprint Systems and Presque Isle Park; May 12, 2021
- vii. Tourism and Hospitality – Cedar Point; May 28, 2021
- c. Fundraising
- d. Facility Use Requests (for-profit groups only)
- e. Motion to Approve Statute-Related Business

**15. Board Action Items**

**16. Adjournment**

**17. Reminders**

- a. Next meeting is Thursday, April 22, 2021 at 6:30 pm – please note time change
- b. Statements of Financial Interest are due May 2021.  
<https://www.ethicsforms.pa.gov/forms/websfi> - Online Filing