



**Joint Operating Committee
Meeting Agenda**
Thursday, September 24, 2020
8500 Oliver Road, Erie, PA 16509

Work Session – ECTS Eagle’s Nest / Cafeteria

Zoom – www.ects.org

6:00 p.m.

Chris Coughlin, HRLC Architects – Renovation Discussion

George McMillan, H.F. Lenz – Engineering Discussion

Regular Meeting

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, Lee

2. Agenda and Amendments

- a. Financial Items – Section 8 (e)(i) – updated Invoices Payable – General Fund
- b. Administrative and Human Resources – Section 9 (b)(i) – Motion to accept the resignation of Matthew Walter effective October 12, 2020
- c. **Motion to approve Agenda and Amendments**

3. Meeting Minutes

- a. **Motion to accept the minutes of the August 27, 2020 meeting as presented**

4. Student Accomplishments/Highlights

- a. 2020 Patrick R. Loco Memorial Award nominees

5. Guest and Public Comment

6. Important Items Coming to ECTS

7. Operations

- a. New Business
 - i. Motion to donate unused instructional materials to the Crawford County Career and Technical Center’s Electronics and Automotive Technologies programs
 - ii. Erie County Technical School 2020-2021 Priority Action Plan
 - iii. Motion to approve five year Student Internship Agreement with Scott’s Corporate Services, Inc. as presented

- iv. Motion to approve the Occupational Advisory Committee members for the 2020-2021 school year, as presented

- b. Old Business

- i. Roundabout property discussion

- c. Motion to approve Operations Section of Agenda

8. Financial Items

- a. Business Manager Report
- b. Treasurer Report
- c. Statement of Activities
 - i. General Fund – August
 - ii. Capital Projects Fund – August
 - iii. Student Activities Fund – August
- d. Checks and Wire Transfers
 - i. General Fund – August
 - ii. Capital Projects Fund – August
 - iii. Student Activities Fund – None
- e. Invoices Payable
 - i. General Fund
 - ii. Capital Projects Fund
 - iii. Student Activities Fund - None
- f. Visa Procurement Card Payment
- g. Motion to approve Financial Items Section of Agenda

9. Administrative Services and Human Resources

- a. Administrative Services and Human Resources Report
- b. Resignations and Retirements
 - i. Motion to accept the resignation request of Matthew Walter, Automotive Technologies Instructor, effective October 12, 2020
- c. Hiring
 - i. Motion to hire Jason Conner as a part-time custodian at a rate of \$16.68 per hour effective on or after September 25, 2020
 - ii. Motion to ratify the hire of Renee Heberle as a part-time secretary at a rate of \$16.75 per hour effective on or after September 7, 2020
 - iii. Motion to ratify the hire of Sharon Lytle as a part-time Instructional Aide at a rate of \$16.71 per hour effective on or after September 14, 2020
 - iv. Motion to hire Amanda Brown as a part-time Instructional Aide at a rate of \$16.71 per hour effective on or after October 5, 2020

- v. Motion to ratify the hire of Adam Trippi as the Long-Term Substitute Construction Trades Instructor for the 2020-2021 school year (one-term)

d. Motion to approve Administrative and Human Resources Section of Agenda

10. Reports

- a. Superintendent
- b. Director
- c. Solicitor
- d. Principal

11. Statute-Related Business

- a. Staff Travel>400 Miles
- b. Field Trip Requests
 - i. Drafting & Design – Architectural Scavenger Hunt – Outdoor Walking Tour of Erie, PA, September 29, 2020
- c. Ratification of Field Trip Requests
- d. Fundraising
 - i. NTHS – 2020-21 Fundraisers and Community Service as presented
- e. Facility Use Requests (for-profit groups only)
- f. Motion to approve Statute-Related Business**

12. Supplemental Reports and Information

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

13. Board Action Items

14. JOC Board Remarks and Comments

15. Adjournment

16. EXECUTIVE SESSION

17. Reminders

- a. Next meeting is Thursday, October 22, 2020 at 6:00 p.m.

Erie County Technical School

Open Invoice Report

General Fund

Vendor Name	Invoice Number	Invoice Date	Post Date	Invoice Balance	Potential Discount	Discount Expires On	Net Amount Due	Invoice Due Date	Days Past Due
Direct Energy Business	HS02036449	9/2/2020	9/30/2020	\$268.92	\$0.00		\$268.92	9/30/2020	0
Direct Energy Business	HS02058056	9/15/2020	9/30/2020	\$9.56	\$0.00		\$9.56	9/30/2020	0
<i>Totals for Direct Energy Business:</i>				<i>\$278.48</i>	<i>\$0.00</i>		<i>\$278.48</i>		
ECTS-Foundation									
ECTS-Foundation	08/20MILEAGE	8/27/2020	9/30/2020	\$143.76	\$0.00		\$143.76	9/30/2020	0
ECTS-Foundation	MILEAGE	9/1/2020	9/30/2020	\$136.29	\$0.00		\$136.29	9/1/2020	29
<i>Totals for ECTS-Foundation:</i>				<i>\$280.05</i>	<i>\$0.00</i>		<i>\$280.05</i>		
Eduready360 LLC									
Eduready360 LLC	30000019	9/8/2020	9/30/2020	\$4,250.00	\$0.00		\$4,250.00	9/30/2020	0
Eduready360 LLC	30000018	9/8/2020	9/30/2020	\$8,500.00	\$0.00		\$8,500.00	9/30/2020	0
<i>Totals for Eduready360 LLC:</i>				<i>\$12,750.00</i>	<i>\$0.00</i>		<i>\$12,750.00</i>		
Fagan Sanitary Supply									
Fagan Sanitary Supply	167843	8/25/2020	9/30/2020	\$10,804.00	\$0.00		\$10,804.00	9/30/2020	0
Fagan Sanitary Supply	167757	9/10/2020	9/30/2020	\$447.20	\$0.00		\$447.20	9/30/2020	0
Fagan Sanitary Supply	168707	9/15/2020	9/30/2020	\$888.98	\$0.00		\$888.98	9/30/2020	0
Fagan Sanitary Supply	167954	8/25/2020	9/30/2020	\$1,879.00	\$0.00		\$1,879.00	9/30/2020	0
<i>Totals for Fagan Sanitary Supply:</i>				<i>\$14,019.18</i>	<i>\$0.00</i>		<i>\$14,019.18</i>		
General Exterminating									
General Exterminating	164899	8/24/2020	9/30/2020	\$124.00	\$0.00		\$124.00	9/30/2020	0
<i>Totals for General Exterminating:</i>				<i>\$124.00</i>	<i>\$0.00</i>		<i>\$124.00</i>		
Johnson Controls Fire Protection LP									
Johnson Controls Fire Protection LP	87046857	8/31/2020	9/30/2020	\$1,240.00	\$0.00		\$1,240.00	9/30/2020	0
<i>Totals for Johnson Controls Fire Protection LP:</i>				<i>\$1,240.00</i>	<i>\$0.00</i>		<i>\$1,240.00</i>		
Kelly Generator & Equipment, Inc.									
Kelly Generator & Equipment, Inc.	149008-1	8/31/2020	9/30/2020	\$421.88	\$0.00		\$421.88	9/30/2020	0
<i>Totals for Kelly Generator & Equipment, Inc.:</i>				<i>\$421.88</i>	<i>\$0.00</i>		<i>\$421.88</i>		
Kelly Services, Inc.									
Kelly Services, Inc.	35063202	8/31/2020	9/30/2020	\$77.00	\$0.00		\$77.00	9/30/2020	0
Kelly Services, Inc.	35063813	8/31/2020	9/30/2020	\$294.00	\$0.00		\$294.00	9/30/2020	0
Kelly Services, Inc.	36062504	9/7/2020	9/30/2020	\$220.50	\$0.00		\$220.50	9/30/2020	0
Kelly Services, Inc.	36062503	9/7/2020	9/30/2020	\$294.00	\$0.00		\$294.00	9/30/2020	0
Kelly Services, Inc.	36061492	9/7/2020	9/30/2020	\$308.00	\$0.00		\$308.00	9/30/2020	0
<i>Totals for Kelly Services, Inc.:</i>				<i>\$1,193.50</i>	<i>\$0.00</i>		<i>\$1,193.50</i>		
Knox McLaughlin Gornall & Sennett, P.C.									
Knox McLaughlin Gornall & Sennett, P.C.	2280851	9/10/2020	9/30/2020	\$1,824.00	\$0.00		\$1,824.00	9/30/2020	0

Erie County Technical School

Open Invoice Report

General Fund

Vendor Name	Invoice Number	Invoice Date	Post Date	Invoice Balance	Potential Discount	Discount Expires On	Net Amount Due	Invoice Due Date	Days Past Due
<i>Totals for Knox McLaughlin Gornall & Sennett, P.C.:</i>				<i>\$1,824.00</i>	<i>\$0.00</i>		<i>\$1,824.00</i>		
Koldrock Waters, Inc.									
Koldrock Waters, Inc.	840478	8/17/2020	9/30/2020	\$6.50	\$0.00		\$6.50	9/30/2020	0
Koldrock Waters, Inc.	843323	9/14/2020	9/30/2020	\$12.00	\$0.00		\$12.00	9/30/2020	0
Koldrock Waters, Inc.	843322	9/14/2020	9/30/2020	\$6.50	\$0.00		\$6.50	9/30/2020	0
Koldrock Waters, Inc.	841920	8/31/2020	9/30/2020	\$78.00	\$0.00		\$78.00	9/30/2020	0
Koldrock Waters, Inc.	841491	8/26/2020	9/30/2020	\$337.50	\$0.00		\$337.50	9/30/2020	0
<i>Totals for Koldrock Waters, Inc.:</i>				<i>\$440.50</i>	<i>\$0.00</i>		<i>\$440.50</i>		
Laser Creations by I.D. Systems									
Laser Creations by I.D. Systems	38562	9/23/2020	9/30/2020	\$22.44	\$0.00		\$22.44	9/23/2020	7
<i>Totals for Laser Creations by I.D. Systems:</i>				<i>\$22.44</i>	<i>\$0.00</i>		<i>\$22.44</i>		
Pa Pride, LLC									
Pa Pride, LLC	1008	8/25/2020	9/30/2020	\$4,950.00	\$0.00		\$4,950.00	9/30/2020	0
Pa Pride, LLC	1010	8/25/2020	9/30/2020	\$4,950.00	\$0.00		\$4,950.00	9/30/2020	0
Pa Pride, LLC	1011	8/25/2020	9/30/2020	\$4,950.00	\$0.00		\$4,950.00	9/30/2020	0
Pa Pride, LLC	1013	8/25/2020	9/30/2020	\$4,950.00	\$0.00		\$4,950.00	9/30/2020	0
Pa Pride, LLC	1009	8/25/2020	9/30/2020	\$4,950.00	\$0.00		\$4,950.00	9/30/2020	0
Pa Pride, LLC	1012	8/25/2020	9/30/2020	\$4,950.00	\$0.00		\$4,950.00	9/30/2020	0
<i>Totals for Pa Pride, LLC:</i>				<i>\$29,700.00</i>	<i>\$0.00</i>		<i>\$29,700.00</i>		
Reinhart Food Service									
Reinhart Food Service	627136	9/8/2020	9/30/2020	\$772.41	\$0.00		\$772.41	9/30/2020	0
Reinhart Food Service	631919	9/15/2020	9/30/2020	\$829.77	\$0.00		\$829.77	9/30/2020	0
Reinhart Food Service	631483	9/15/2020	9/30/2020	\$13.09	\$0.00		\$13.09	9/30/2020	0
Reinhart Food Service	637482	9/22/2020	9/30/2020	\$174.75	\$0.00		\$174.75	9/30/2020	0
Reinhart Food Service	634075	9/22/2020	9/30/2020	\$500.45	\$0.00		\$500.45	9/30/2020	0
Reinhart Food Service	623798	9/1/2020	9/30/2020	\$649.70	\$0.00		\$649.70	9/30/2020	0
<i>Totals for Reinhart Food Service:</i>				<i>\$2,940.17</i>	<i>\$0.00</i>		<i>\$2,940.17</i>		
Scott Electric									
Scott Electric	2135925	9/3/2020	9/30/2020	\$892.80	\$0.00		\$892.80	9/30/2020	0
Scott Electric	2141164	9/8/2020	9/30/2020	\$193.59	\$0.00		\$193.59	9/30/2020	0
<i>Totals for Scott Electric:</i>				<i>\$1,086.39</i>	<i>\$0.00</i>		<i>\$1,086.39</i>		
Sherwin - Williams									
Sherwin - Williams	6492-6	9/1/2020	9/30/2020	\$265.77	\$0.00		\$265.77	9/30/2020	0
<i>Totals for Sherwin - Williams:</i>				<i>\$265.77</i>	<i>\$0.00</i>		<i>\$265.77</i>		
SJE FBO EnergyMark, LLC									
SJE FBO EnergyMark, LLC	1170006	9/30/2020	9/30/2020	\$50.00	\$0.00		\$50.00	9/30/2020	0

Erie County Technical School

Open Invoice Report

General Fund

Vendor Name	Invoice Number	Invoice Date	Post Date	Invoice Balance	Potential Discount	Discount Expires On	Net Amount Due	Invoice Due Date	Days Past Due
<i>Totals for SJE FBO EnergyMark, LLC:</i>				<u>\$50.00</u>	<u>\$0.00</u>		<u>\$50.00</u>		
SME									
SME	71622053	9/16/2020	9/30/2020	\$6,150.00	\$0.00		\$6,150.00	9/30/2020	0
<i>Totals for SME:</i>				<u>\$6,150.00</u>	<u>\$0.00</u>		<u>\$6,150.00</u>		
Summit Township Sewer Authority									
Summit Township Sewer Authority	09/11/2020SEWER	9/11/2020	9/30/2020	\$66.82	\$0.00		\$66.82	9/30/2020	0
<i>Totals for Summit Township Sewer Authority:</i>				<u>\$66.82</u>	<u>\$0.00</u>		<u>\$66.82</u>		
Summit Township Water Authority									
Summit Township Water Authority	09/04/2020WATER	9/4/2020	9/30/2020	\$207.10	\$0.00		\$207.10	9/30/2020	0
<i>Totals for Summit Township Water Authority:</i>				<u>\$207.10</u>	<u>\$0.00</u>		<u>\$207.10</u>		
Talent Assessment									
Talent Assessment	11250	8/14/2020	8/31/2020	\$2,000.00	\$0.00		\$2,000.00	8/31/2020	30
Talent Assessment	11249	8/14/2020	8/31/2020	\$4,212.00	\$0.00		\$4,212.00	8/31/2020	30
<i>Totals for Talent Assessment:</i>				<u>\$6,212.00</u>	<u>\$0.00</u>		<u>\$6,212.00</u>		
The Nutrition Group									
The Nutrition Group	4262	9/3/2020	9/30/2020	\$1,055.67	\$0.00		\$1,055.67	9/30/2020	0
<i>Totals for The Nutrition Group:</i>				<u>\$1,055.67</u>	<u>\$0.00</u>		<u>\$1,055.67</u>		
Times Publishing Company									
Times Publishing Company	11193083120	8/31/2020	9/30/2020	\$965.00	\$0.00		\$965.00	9/30/2020	0
<i>Totals for Times Publishing Company:</i>				<u>\$965.00</u>	<u>\$0.00</u>		<u>\$965.00</u>		
TSA Consulting									
TSA Consulting	CYPHERT	9/23/2020	9/30/2020	\$15,000.00	\$0.00		\$15,000.00	9/30/2020	0
<i>Totals for TSA Consulting:</i>				<u>\$15,000.00</u>	<u>\$0.00</u>		<u>\$15,000.00</u>		
Unifirst Corporation									
Unifirst Corporation	1480442	9/15/2020	9/30/2020	\$85.90	\$0.00		\$85.90	9/30/2020	0
Unifirst Corporation	1480421	9/15/2020	9/30/2020	\$141.03	\$0.00		\$141.03	9/30/2020	0
Unifirst Corporation	1481972	9/22/2020	9/30/2020	\$141.03	\$0.00		\$141.03	9/30/2020	0
Unifirst Corporation	078 1477308	9/1/2020	9/30/2020	\$141.03	\$0.00		\$141.03	9/30/2020	0
Unifirst Corporation	078 1477330	9/1/2020	9/30/2020	\$82.90	\$0.00		\$82.90	9/30/2020	0
Unifirst Corporation	078 1478847	9/8/2020	9/30/2020	\$145.01	\$0.00		\$145.01	9/30/2020	0
Unifirst Corporation	078/ 0148870	9/8/2020	9/30/2020	\$85.24	\$0.00		\$85.24	9/30/2020	0
<i>Totals for Unifirst Corporation:</i>				<u>\$822.14</u>	<u>\$0.00</u>		<u>\$822.14</u>		
Verizon Wireless									
Verizon Wireless	9862294509	9/7/2020	9/30/2020	\$324.86	\$0.00		\$324.86	9/29/2020	1
<i>Totals for Verizon Wireless:</i>				<u>\$324.86</u>	<u>\$0.00</u>		<u>\$324.86</u>		

Erie County Technical School

Open Invoice Report

General Fund

Vendor Name	Invoice Number	Invoice Date	Post Date	Invoice Balance	Potential Discount	Discount Expires On	Net Amount Due	Invoice Due Date	Days Past Due
Wilkins Company, Inc.									
Wilkins Company, Inc.	53341	9/3/2020	9/30/2020	\$2,666.24	\$0.00		\$2,666.24	9/30/2020	0
Totals for Wilkins Company, Inc.:				\$2,666.24	\$0.00		\$2,666.24		
WIN Learning, Inc.									
WIN Learning, Inc.	3072574	9/23/2020	9/23/2020	\$3,500.00	\$0.00		\$3,500.00	9/23/2020	7
Totals for WIN Learning, Inc.:				\$3,500.00	\$0.00		\$3,500.00		
WM. T. Spaeder Co. Inc.									
WM. T. Spaeder Co. Inc.	W18009	9/16/2020	9/30/2020	\$3,440.04	\$0.00		\$3,440.04	9/30/2020	0
WM. T. Spaeder Co. Inc.	W18078	9/18/2020	9/30/2020	\$235.76	\$0.00		\$235.76	9/30/2020	0
Totals for WM. T. Spaeder Co. Inc.:				\$3,675.80	\$0.00		\$3,675.80		
GRAND TOTALS:				\$130,712.52	\$0.00		\$130,712.52		

Erie County Technical School

Open Invoice Report

General Fund

Report name: New Open Invoice Report

Report format: Detail

Show invoices open as of: 9/30/2020

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

PROPOSED AGENDA ITEM

DATE: September 23, 2020

SUBJECT: Resignation- Matthew Walter

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

INITIATED BY: Catherine Doty, Admin. Serv. / HR Coordinator

DESCRIPTION:

Matthew Walter, Auto Technologies Instructor, has expressed his desire to resign effective October 12, 2020. (see attached letter)

RECOMMENDATION:

Motion to accept the resignation request of Matthew Walter effective October 12, 2020.

Dear Terri Birchard,

This letter is to announcement my resignation from the Erie County Technical School effective October 12th 2020.

It has been a pleasure working with the students and staff for the past 4 years. The knowledge I have acquired while at ECTS has enabled me to continually grow at an educational professional. I will miss my daily interaction with the students but my new venture will allow me to continue to train automotive technicians throughout North America.

During my last two weeks, I'll do everything possible to wrap up my duties and train other team members. Please let me know if there's anything else I can do to aid during the transition.

Sincerely,

A handwritten signature in blue ink, appearing to read 'M. Walter', with a long, sweeping horizontal line extending to the right.

Matthew Walter



8500 Oliver Road, Erie, PA 16509

Joint Operating Committee - Meeting Minutes

Thursday, August 27, 2020

Work session - 6:00pm

- Valerie Hartley, CPA/Partner from Buseck Barger & Bleil reviewed the June 30, 2020 audited financial statements and financial performance charts
- The Erie County Vocational Technical School Foundation meeting was held during the work session

Call to Order

Mr. Ring, JOC Chairman, called the regular meeting to order at 6:34 pm

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	
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	
Terri Birchard	Business Manager	x	
Catherine Doty	Administrative Services/ HR 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	

New JOC Representative from Wattsburg School District

Motion to approve Nicole Lee as the new JOC representative from Wattsburg School District

Moved for approval by Gilbert with second by Mahoney

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

Agenda and Amendments

- a. Human and Quality Resources section 9 (b) ii – Motion to ratify the retirement of Jane Boyd, Instructional Aide, effective August 27, 2020
- b. Supplemental Reports 12 I - Enrollment and Community Engagement Coordinator Report
- c. Human and Quality Resources section 9 (c) i - Motion to approve stipend of \$500.00 each to Allison Marendt and Mariea Sargent for advising NTHS for 2020-2021
- d. Human and Quality Resources section 9 (c) ii - Motion to approve stipend of \$1,000.00 each to Travis Woodburn and Michael Miller for advising SkillsUSA for 2020-2021
- e. Human and Quality Resources section 9 (c) iii - Motion to allow ECTS Administration to hire one long-term Instructional Aide substitute; two permanent part-time Instructional Aide (SS-2) positions; and one part-time Secretary (S-3) prior to the September 24, 2020 JOC session
- f. EXECUTIVE SESSION – PERSONNEL MATTERS - AFTER ADJOURNMENT IF NEEDED

Motion to approve the agenda and amendments

Moved for approval by Mahoney, with second by Brink

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

Meeting Minutes

Minutes of July 23, 2020 Special Meeting

Motion to accept the minutes of the July 23, 2020 special meeting as presented

Moved for approval by DiPlacido, with second by Gilbert

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

(Copy is filed with the official minutes)

Student Accomplishments/Highlights

2019-2020 Exemplary Students were reviewed with the JOC

Guests and Public Comment – Items related to the Agenda - None

Guests signed in and present: None

Important Items Coming to ECTS

Given the COVID 19 restrictions, the top priority and focus is preserving the instructional continuity and keep the school and its students moving forward through the duration of the pandemic

Operations
Approval of Audited Financial Statements for June 30, 2020

Motion to approve the audited financial statements for the year ending June 30, 2020 as presented by Buseck Barger Bleil & Co

Moved for approval by Brink, with second by Rickrode
The motion is approved with an all "ayes" voice vote

2020-2021 VISA Purchasing Cards

Motion to approve the 2020-21 VISA purchasing card users and limits effective September 1, 2020 as listed

Moved for approval by Brink, with second by Rickrode
The motion is approved with an all "ayes" voice vote

Title IX Resolution

Motion to ratify the Title IX Resolution effective August 14, 2020

Moved for approval by Brink, with second by Rickrode
The motion is approved with an all "ayes" voice vote

2020-2021 Student Handbook Changes

Motion to approve changes to the 2020-21 Student Handbook

Moved for approval by Brink, with second by Rickrode
The motion is approved with an all "ayes" voice vote

2020-2021 Faculty Handbook Changes

Motion to approve changes to the 2020-21 Faculty Handbook

Moved for approval by Brink, with second by Rickrode
The motion is approved with an all "ayes" voice vote

PDE Emergency Instructional Time Template

Motion to approve the Pennsylvania Department of Education Emergency Instructional Time Template for Erie County Technical School

Moved for approval by Brink, with second by Rickrode
The motion is approved with an all "ayes" voice vote

Revised Health and Safety Plan

Motion to approve the revised Health and Safety Plan for re-opening for submission to PDE due to updates in COVID regulations and guidance

Moved for approval by Brink, with second by Rickrode
The motion is approved with an all "ayes" voice vote

2020-2021 Tuition Rates

Motion to set the tuition rates for school year 2020-21

Moved for approval by Brink, with second by Rickrode

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

NOREBT Trustees

Motion to appoint Catherine Doty as Administrative Trustee, David Mahoney as Board Trustee for NOREBT, and Travis Woodburn as Professional Unit Trustee for NOREBT effective August 28, 2020

Moved for approval by Brink, with second by Rickrode

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

Old Business - None

Financial Items

Report - Business Manager – Terri Birchard

(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: May/June and July 2020
 - General Fund
 - Capital Projects Fund
 - Student Activities Fund
- Checks and Invoices:
 - General Fund Checks and Wire Transfers: June and July – \$560,092.98
 - General Fund Invoices Payable: \$130,661.22
 - Capital Projects Fund Checks: June and July – \$16,047.12
 - Capital Projects Invoices Payable - \$469,652.80
 - Student Activity Fund Checks: June and July - \$3,310.91
 - Invoices Payable - None
- VISA procurement card payment: June 2020 - \$12,152.26 July 2020 - \$ 33,514.36
- Treasurer’s Report: July 2020

Motion to approve Financial Items Section of the agenda

Moved for approval by DiPlacido with a second by Brink

Motion approved with all “ayes” voice vote

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

Human and Quality Resources

Report—Coordinator of Human and Quality Resources – None

Retirement - Yanosko

Motion to accept the retirement of David Yanosko, Construction Trades Instructor, effective November 6, 2020

Moved for approval by Brink, with second by Rickrode
The motion is approved with an all "ayes" voice vote

Retirement - Boyd

Motion to ratify the retirement of Jane Boyd, Instructional Aide, effective August 27, 2020

Moved for approval by Brink, with second by Rickrode
The motion is approved with an all "ayes" voice vote

2020-2021 NTHS Advisors – Marendt and Sargent

Motion to approve stipend of \$500.00 each to Allison Marendt and Mariea Sargent for advising NTHS for 2020-2021

Moved for approval by Brink, with second by Rickrode
The motion is approved with an all "ayes" voice vote

2020-2021 SkillsUSA Advisors – Woodburn and Miller

Motion to approve stipend of \$1,000.00 each to Travis Woodburn and Michael Miller for advising SkillsUSA for 2020-2021

Moved for approval by Brink, with second by Rickrode
The motion is approved with an all "ayes" voice vote

Hiring Approval – Aides, Long-term Substitute, and Secretary

Motion to allow ECTS Administration to hire one long-term Instructional Aide substitute; two permanent part-time Instructional Aide (SS-2) positions; and one part-time Secretary (S-3) prior to the September 24, 2020 JOC session

Moved for approval by Brink, with second by Rickrode
The motion is approved with an all "ayes" voice vote

Operations

Administrative Reports

- Superintendent Report – Mr. Rick Emerick, Fort LeBoeuf School District – no report
- Director Report — Dr. H. Fred Walker
- Solicitor – Attorney Tim Sennett
- Principal

During Dr. Walker's director's report and the Solicitor's report, the roundabout projects with PennDot was discussed

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) SkillsUSA; Ambassador Hotel and Conference Center; December 2020
- b) SkillsUSA; Hershey Lodge and Conference Center; April 2021
- c) SkillsUSA; New Castle School of Trades; January 2021

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

SkillsUSA Fundraising

Motion to approve the 2020-2021 SkillsUSA fundraising projects as presented

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

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

Supplemental Information

- Facilities Report — Del VonVolkenburg
- Technology Report — Jeff Smith – No report
- Instructional Support Services Reports – Sandy Carr and Lesa Scalise
- Secondary Program Enrollment Report
- Transition Center Enrollment Report & Career Alternative Education Report
- Disabled Population by Program
- Disabled Population by District
- Disability Count Totals 2020-2021
- Projected IEP Percentages by Lab 2020-2021
- Projected IEP Percentages by Level 2020-2021
- Business Partnership Coordinator Report – Rob Eggleston
- Enrollment and Community Engagement Coordinator Report – Lisa Sorenson
- Career Planning Coordinator Report – No report
- Administrative Staff Retreat Priority Action Plans 2019-2020
- Board Action Items

- Next meeting: Thursday, September 24, 2020 at 6:00 p.m.

JOC Board Remarks and Comments - none

Adjournment

Moved by Gilbert, with a second by Ring to adjourn the meeting

Mr. Ring, Chairperson, adjourned the meeting at 7:19 pm.

Minutes prepared by,

Terri L. Birchard, Secretary
Joint Operating Committee

**Erie County Technical School
2020 Patrick R. Locco Memorial Award Nominees**

More than 40 years ago, the Manufacturer and Business Association created the Golden Watch Awards to recognize outstanding high school students who distinguished themselves in pursuit of technical and academic diploma. The awards have since been renamed the Patrick R. Locco Memorial Awards after the late Patrick R. Locco, Association Vice President from 1985 to 1994. The awards are named in his honor because he was a strong advocate of technical education. Students honored with this distinguished award attend and will be recognized at the Manufacturer and Business Association's Annual Meeting. Awards of \$100 are presented to the nominees. One student is named the Patrick R. Locco recipient and is awarded a \$1,000 scholarship to apply towards his or her advanced technical education. Additionally, the award recipient's name is permanently inscribed on a plaque prominently displayed in the high school lobby, a constant reminder of encouragement for all students who will follow. Student interviews for the award will take place on Friday, September 25, 2020.

**Nicole Matczak
Drafting & Design
Fort LeBoeuf**



**Corey Buckner
Drafting & Design
Fairview High School**



**Andrew Reiland
Electrical Engineering Technology
Fairview**



**Adam Bokshan
Facility Maintenance Technologies
Harbor Creek**





AGENDA ITEM

MEETING DATE: September 24, 2020

SUBJECT: JOC Donation to Crawford County Technical Center

SUBMITTED BY: Joe Tarasovitch

DESCRIPTION:

The Erie County Technical School's Leadership Team recommends that the Joint Operating Committee make a "donation" of instructional materials to the Crawford County Technical Center. The items of donation are no longer applicable at the Erie County Technical School, but could be utilized in the Crawford County Technical Center's diesel mechanics program and electronics program.

Items of donation:

1. Diesel re-cycling truck
2. Miscellaneous Electronic equipment from the eliminated ECTS Electronics Program.

RECOMMENDATION:

Motion to make a "donation" of instructional materials to the Crawford County Technical Center.

Priority: Planning and Preparation for Teaching

Captain: H. Fred Walker

Team Champions: Joe Tarasovitch, Jeff Smith, Lesa Scalise, Sandy Carr, PLC Group Leaders

Measurable/Observable Product

Year 1 (19-20): Updated Scope & Sequence, POS and Scope & Sequence Crosswalk, Curriculum Map, Updated Syllabi, CATS alignment with Scope and Sequence (Incomplete items are moved to Objective A.)
Year 2 (20-21): Finish Year 1 Items (Objective A), Remote Learning Plan, Unit Plans for each course and Standards Based Grade Book
Year 3 (21-22): Central Repository for Course Materials and Emergency Files

Completion Date:

Year 1 (19-20): May 1, 2020
Year 2 (20-21): June 18, 2021
Year 3 (21-22): TBD

Action Steps	Responsible Party	Timeframe	Resources
Objective A. – Follow-up from Year 1 (19-20)			
1. Create posters of each Curriculum Map for display in Major area.	PLC Groups, GRA Student Project	9/30/20	Curriculum Map
2. Update CATS information with new scope and sequence courses and hours	SC	11/15/20	
Objective B. – Develop Remote Learning Plan			
1. Collect and analyze information from instructors related to remote learning issues encountered during Q4 2020	LS, JS, JT, SC	June, 2020	
2. Develop remote learning plan for start of 2020-2021 school year	LS, JS, JT, SC	Summer, 2020	
3. Create PLC Teams and designate leaders	LS, JS, JT, SC	Summer, 2020	
4. Develop scope of work for summer and in-service	L. Scalise/J. Smith	July, 2020	
5. Communicate plan and scope of work with PLC leaders and instructors	LS	July, 2020	
6. Complete in-service training	LS	August, 2020	
Objective C. – Set up standards in Infinite Campus			
1. Prepare Infinite Campus for standards-based grade book	J. Smith/P. Lasher	Summer, 2020	
2. Curriculum changes integrated into each grade book	S. Carr/P. Lasher	July, 2020	Curric Map & IC
3. Update gradebooks in Infinite Campus	Instructors/LS	Ongoing	

Objective C. – Curriculum Documents Copied to OneDrive

1. Office 365 accounts set up	J Smith	7/18/20	
2. Transfer instructional materials to OneDrive	Instructors	Ongoing	

Objective D. – MS Teams Classroom

1. Develop Training Plan for Instructors/Instructional Aides	L. Scalise/S. Carr/PLC Leaders	7/8/2020	
2. Conduct remote sessions with students in MS Teams	PLC Groups	8/24/20	
3. Create, assign, and grade work through MS Teams	PLC Groups	Ongoing	
4. Utilize various tools in MS Teams environment	PLC Groups	Ongoing	

Objective E. – Support Remote Learning/MS Teams

1. Meet with PLC groups to identify training needs	PLC Groups	9/2/2020	
2. Support remote learning needs through PLC groups	PLC Groups	Through Semester 1	
3. MS Team assignments integrated with Infinite Campus	J. Smith/Instructors	Ongoing	

Objective F. – Development of Unit Plans

1. Identify format for unit plans	PLC Leader/S. Carr	Spring/Summer 2020	
2. Investigate systems for CTE unit plans (Guides4Learning/CTE360)	S. Carr/PLC Leaders	Summer 2020	
3. Purchase CTE360 system for unit planning, student portfolio, online forms, etc.	S. Carr	September, 2020	CTE360
4. Training for CTE360 and system set-up	S. Carr/M. Foulkrod/ R. Eggleston/PLC Leaders	Quarter 1 & 2, 2020	CTE360
5. Development of Unit Plans for Q3 & Q4 curriculum	PLC Groups	Quarter 3 & 4, 2021	CTE360

6. Development of Unit Plans for Q1 & Q2 curriculum	PLC Groups	June, 2021/Fall, 2021	CTE360
Objective G. – Review and Planning for Year 3			
1. Review of MS Team utilization	JT/JS/LS/SC	Ongoing	
2. Collect Feedback from students, parents, instructors	SC/LS	May, 2021	Survey
3. Develop plan to make necessary adjustments	Instructional Team	June, 2021	
4. Develop Priority Action Plan for Year 3	Admin Team	June, 2021	

Notes:

Completed items are in green. Due to pandemic, the first half of the year will focus on utilizing MS Team features to enhance remote learning.

STUDENT INTERN AGREEMENT

This Student Intern Agreement is made and entered into as of this ___ day of September 2020, by and between

ERIE COUNTY VOCATIONAL TECHNICAL SCHOOL, 8500
Oliver Road, Erie, Pennsylvania 16509 hereinafter referred to as
“School”

AND

SCOTT’S CORPORATE SERVICES, INC., 2225 Downs Drive,
6th Floor, Erie, Pennsylvania 16509.

WHEREAS, the School believes that proper field-based learning is an important component of the education of students within the School.

WHEREAS, field-based learning provides a realistic and practical educational learning experience for students.

WHEREAS, Scott’s Corporate Services, Inc., and its various separately-incorporated or separately-organized affiliates (referred to herein collectively as “Scott”) are valued members of the community which support field-based learning opportunities for students from the School.

WHEREAS, the School and Scott believe it is necessary to insure that all parties, including the School, students, parents and Scott are afforded appropriate rights, responsibilities and protections associated with participating in a field-based learning experience and wish to enter into this Student Intern Agreement to facilitate those goals.

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

1. Internships. The School agrees that the students will undertake available internships in order to provide a comprehensive view of the Scott facilities and businesses that focuses on the roles and responsibilities of those facilities and businesses.
2. Interns. The School agrees that the students shall not be considered employees of Scott within the meaning of the Fair Labor Standards Act and the Pennsylvania Minimum Wage Law.
3. Training. The School and the students acknowledge that the training, even though it is conducted on site at the facilities of Scott, is similar to that which is given at the School.
4. Supervision. The training is for the benefit of the students of the School. The training does not displace the regular employees of Scott. The students of the School shall work under close supervision of Scott’s employees.
5. Benefit. Scott derives no immediate advantage from the activities of the students and on occasion Scott’s facilities and operations may be impeded by the presence and training of the students.

6. Wages. The students of the School are not entitled to a job at the conclusion of the training period. The students understand that they are not entitled to wages for time spent within the training program of Scott.

7. School Representative. A School representative will be present during the field-based learning experience unless other arrangements are made between the School and Scott as an amendment to this Agreement.

8. Schedule. Students of the School will be assigned for this experience only during days and hours that the School is in session. The dates of training are to be established and agreed to between the School and Scott.

9. Attire. Students of the School are to dress in appropriate business attire unless Scott requires other attire to complete the training.

10. Transportation. Transportation of the students from the School or other locations to Scott facilities is the responsibility of the School.

11. Attendance. Students are expected to be in attendance at the Scott facility on each day of the program. Early dismissal by Scott will not be accepted unless previously authorized by the School.

12. Scott Policies. Each student will adhere to Scott's policies and failure of the student to comply with such policies will result in termination of the student from the program or other sanctions in accordance with such policies of Scott.

13. Liability Insurance. Scott will maintain liability insurance coverage for acts or omissions of Scott and its agents which is anticipated to be applicable to incidents involving the students to the same extent as to incidents involving other guests or members of the public who enter Scott facilities; provided, however, that Scott reserves the right to require the parent or guardian of the student to sign a waiver and release from liability, and the fact that Scott maintains liability insurance shall not be construed to override any such waiver or release or to constitute an assumption of liability or a waiver of any defenses. Students of the School agree that treatment of illness or injury will not be given at the Scott facilities without signed permission of the parent or guardian, except under emergency conditions.

14. Safety. Scott agrees to provide students with the necessary safety instructions in regard to the use of equipment at the Scott facilities.

15. Term. The term of this Agreement shall begin on the ___ day of September 2020 and continue until June 30, 2025 and may be renewed on a yearly basis with consent by both of the parties to the agreement.

16. Assignment. Neither party may assign this Agreement without the written consent of the other party.

17. Amendment. No modification, amendment or alteration of the terms of this Agreement shall be binding unless the same shall be in writing and duly executed by the parties.

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

ERIE COUNTY TECHNICAL SCHOOL

Secretary Date
Joint Operating Committee

President Date
Joint Operating Committee

SCOTT'S CORPORATE SERVICES, INC.

Date

Date

940911.v1



PROPOSED AGENDA ITEM

MEETING DATE: September 24, 2020

SUBJECT: Occupational Advisory Committee Members

SUBMITTED BY: Rob Eggleston

DESCRIPTION:

The Pennsylvania Department of Education requires that occupational advisory committee members be approved by the Joint Operating Committee. The attached document is a list of the committee members for each program for the 2020-2021 school year.

RECOMMENDATION:

Motion to approve the Occupational Advisory Committee members for the 2020-2021 school year, as presented

Erie County Technical School

2020-2021 Occupational Advisory Committee Members



Art & Design for Business

Name	Company	Title
Kelly Armor		Freelance Consultant
Geoffrey Beadle	Edinboro University of PA	Assistant Chair, Art Department
Tyler Belden	MC Sign Company	Graphic Designer
Chuck Benson	Lechner and Benson Advertising/Design	Art Director/Partner
John Dombrowski	Paragon Print Systems	Marketing/Graphics
Robert Gibson	Erie High School	Teacher
George Hazuda	Moree Advertising	CEO
Donald Herman	Best Foot Forward Advertising	Owner
Jeremy Korwek	Tropikal Studios Photography & Media	Owner/ Photographer
Jim Mallory	Fortis Institute	Instructor
Amber Smith	Daniel J. Smith Photography LLC	Advertising Executive
Daniel Smith	Daniel J. Smith Photography LLC	President
Colleen Stubbs	Altman-Hall Associates	Creative Director
Naomi Stutzman	Fastsigns-Erie	Owner

Erie County Technical School

2020-2021 Occupational Advisory Committee Members



Automotive Body Repair

Name	Company	Title
Gennadiy Bogdanets	Hovis Auto & Truck Supply	Paint Sales
Michael Brady	Bonnell's Collision Center	ECTS Graduate
Paul Cash	Erie Insurance Group	Senior Training and Delivery Consultant
Mark Clickett		Instructional Asst.
Lee DeBrakeleer	Mill Run Collision Service	Owner
Richard Fischer	PPG Industries, Inc.	Territory Manager
John Fuller	Crawford County Technical Center	Instructor, Auto Body
Jeff Hayford	Paris Auto Repair	Owner
Kyle Loucks	Erie Insurance Group	Material Damage Adjuster II
Phil Palmer	Bonnell's Rod Shop	Manager
Chris Reinwald	ECTS Auto Body Repair	ECTS Graduate
Corey Sherman	Mercer County Career Center	Auto Body Instructor
Matt Smith	Lake City Paint, Inc.	Sales Representative
Robert Smith	Warren County Career Center	Auto Collision Instructor
Scott Smith	Lake City Paint, Inc.	Sales Representative
John Snyder	API Auto	Sales Associate
Eugene Yochim	Rick Weaver Buick	Asst. Body Shop Manager

Erie County Technical School

2020-2021 Occupational Advisory Committee Members



Automotive Technologies

Name	Company	Title
Noah Anderson	Champion Ford	Technician
Edward Bennett	Rick Weaver Buick	Service Technician
Ken Fletcher	Gary Miller Chrysler Plymouth	Technician
Doug Hecker	Interstate Mitsubishi	Service Manager
Michelle Lawson	Champion Ford	Service Manager
Lothar MacKeller	Auto Zone	Manager
Eric McCray	Corry Career & Technical Center	Auto Technologies Instructor
Dave Michalak	ECTS Automotive Technologies	Retired Instructor
Matthew Moore	Five Star International	General Manager
Phil Pinzok	Bianchi Honda	Service Manager
Mark Przybyszewski	Mark's Tire & Auto Service, Inc.	President
Shawn Stanbro	Gary Miller Chrysler Plymouth	Service Manager
Chase Tharp	Ferrando Ford	Technician
Lon Williams	Crawford County Technical Center	Auto Technologies Instructor

Erie County Technical School

2020-2021 Occupational Advisory Committee Members



Computer Networking

Name	Company	Title
Scott Burroughs	Warren County School District	Teacher - Information Technology
Mike Estrich	Techworx	Marketing Manager
John Fleming	Millcreek Township	IT Manager
Rick Gagnon	Techworx	Current Representative
Chris Hall	Velocity Network	Technician
Charles Kuntz	Mercyhurst University	IT Director
Rob Lavin	MCPc Inc.	Mercyhurst SOC Supervisor
Justin Lopatynski	CMIT Solutions of Erie	Operations Manager
Steve Luzier	Erie Institute of Technology	Computer Instructor
Fong Mak	Gannon University	Chair/Associate Professor
Eric Mountjoy	Laurel Technical Institute	Network Administration & Security Instructor
Jon Myrick	Myrick Computer Services	Owner
Chad Neely	NCI	Vice President
Sean Reichard	Techworx	Project Manager
Stephen Reichard	Techworx	Owner
Brent Schlosser	Mercer County Career Center	Technology Instructor
Steve Sherman	Electronic Communication Services	Co-Owner
Janelle Shollenberger	Techworx	Business Manager
Brad Wiertel	Velocity Network	Chief Operating Officer
Jeremy Young	Federal Resources Corporation	Owner

Erie County Technical School

2020-2021 Occupational Advisory Committee Members



Computer Programming

Name	Company	Title
Nathan Ciavarella	Mercer County Career Center	Computer Programming Instructor
Kevin DiGilio	KMD Technology Solutions	Developer
Michele Hunter	Crawford County Technical Center	Instructor of Computer Info Sciences
Ariane Kunstmann	Charter Foods North LLC.	Assistant General Manager
Jack Meyer	Larson Texts	Technology Dept. Head
Steve O'Donnell	Seneca High School	Teacher
Jason Patalon, Sr.	Erie Insurance Group	Administrator
Paul Sherer	WolfyMaster Media	Owner
Donna R Smolko	MacDonald, Illig, Jones & Britton LLP	Trainer/Help Desk Analyst
Mei-Huei Tang	Gannon University	Assoc. Prof. of Comp. & Info. Science Dept.
Daniel Tupitza	M&T Bank	Sr. Database Architect
Mary Jo Zimmer	Erie Insurance Group	Supervisor of IT Intern Development

Erie County Technical School

2020-2021 Occupational Advisory Committee Members



Construction Trades

Name	Company	Title
Cammie Bemitras	CW Construction	
Robert Brigham	PSB Industries	Plant Manager
Mike Corsi	REMAX Real Estate Group	Construction Services
Erick Dixon	KML Carpenters	
Chip Folletti	Carpentry	Union Tradesman
Bob Himes	Builder's Association of NW PA	Executive Officer
Charlie Lytle		Construction Trades Instructor, Retired
Alan Mosko	Mosko Construction	Owner
Chris Palmer		
Chris Ward	CW Construction	Owner
Scott Webb	Webbs Custom Glass Solutions	Owner

Erie County Technical School

2020-2021 Occupational Advisory Committee Members



Cosmetology

Name	Company	Title
Elsy Aldridge	Salon Be...	Salon Manager
Nancy Baldwin		
Melissa Blair	Laurel Institute	Cosmetology Supervisor
Kristen Deets	Crawford County Technical Center	Cosmetology Instructor
Fran DiSanti	Salon Verde	Stylist
Kimberly English	European Wax Center	Designated Manager
Susan Hanson	Expressions Salon & Spa	Owner
Holly Kaye	Ulta Beauty	Manager
Tiffany Lindsey	Corry Career & Technical Center	Instructor
Yvonne Lopata	Massage Envy	Owner
Tori Maldonado	JC Penney Styling Salon	Salon Manager
Jessica Matson	Salon Be...	Stylist
Judy Meyn	Studio Hue	Owner
Nicole Milburn	Ambridge Rose	Stylist
Tarah Myers	ReJuv Med Spa & Salon	Esthetician
Aimee Neubauer	ReJuv Med Spa & Salon	Master Stylist
Dianna Noe	Styles by Dianna	Owner
Tanya Norris	Massage Envy	Business Manager
Giorgina Pearson	The Razor's Edge	Stylist
Heather Petrick	Complete Body Works	Owner
Margarita Robles	European Wax Center	Manager
Morgan Silman	Ulta Beauty	Stylist
Victoria Truchanowicz	Topics Salon	Salon Owner
Jennifer Twohig-Willia	Salon Zeff	Owner

Erie County Technical School

2020-2021 Occupational Advisory Committee Members



Culinary Arts

Name	Company	Title
John Basco	U Pick Harbor House	Chef
Kyle Brine	UPMC Hamot	Manager, Food Services
Jonathan Buscemi	Johnny B's Restaurant	Owner
Raymond Caprari	Hilton Garden Inn	Corporate Executive Chef
Bud Dougherty	Gordon Food Service Store	Sales & Service Manager
Gordon Evans	Art's Bakery	Owner
Michael Farsace	MiScuzi Ristorante	Owner
Martin Firestone	Lake Shore Country Club	Executive Chef
Carlo Fuda	reCAP Mason Jars	Erie Ambassador
Megan Harnett	Giant Eagle	Field Recruiter
Jessica Law	Mercyhurst North East	Culinary Educator
Chip Magalhaes	Home Kitchen Caterers	Executive Chef
Renee Miller	Chautauqua Institution	Venues Manager
Curt Oakes	Erie County Technical School	Retired Culinary Instructor
Paul Sass	Chautauqua Institution	Food & Beverage Director
Christine Simon	Scott Enterprises	Employment Specialist
Justin Tech	Fort LeBoeuf School District	Food Services Supervisor & Executive Chef
Dave Thompson	Giant Eagle	Kitchen Manager
Alanson Vogan	Penn State Erie, The Behrend College	Assistant Director Housing & Food Services
Jessica Warren	Aldi	Store Manager
Edward Work	Chautauqua Institution	Executive Chef
Peter Zohos	Mercyhurst University	Department Chair, Hospitality Management

Erie County Technical School

2020-2021 Occupational Advisory Committee Members



Diversified Occupations

Name	Company	Title
Phillip Askins	Erie High School	Career Education/Co-op Coordinator
Stephen Barrett	The Career Assessment Center, Inc.	President
Jim Bucksbee	ECTS Joint Operating Committee	GM School Board
Shari Collins Wilkinson	Wilkinson Excavating Inc.	Office Manager
Michael Daniels	Corry Career & Technical Center	Cooperative Education Coordinator
Sally Hards	NW Tri County Intermediate Unit #5	Director of Human Resources
Michelle Hartmann	Penn State Erie, The Behrend College	Office for Community & Workforce Programs
Emily Jetty	Career Concepts	Account Manager
Brittany Kilbury	Kelly Services	Interim District Manager
Erin McCracken	PHB Inc., Machining Div.	Human Resource Coordinator
Remle Moyak	McDowell Intermediate	Guidance Counselor
Brandie Ramey	Kelly Services	Commercial Recruiter
Peggy Schneider	Saint Vincent Hospital	Executive Leader, Med Staff Office
Tara Seigworth	Penn State Erie, The Behrend College	Senior Intern
Abigail Stafford	Disabled Veteran Solutions	HR Administrator
Bonnie Stein	Crawford County Technical Center	Cooperative Education Coordinator
Karen Tobin	Adecco	Senior Branch Manager
Wendy Young		Human Resources

Erie County Technical School

2020-2021 Occupational Advisory Committee Members



Drafting & Design

Name	Company	Title
Scott Ballus	Rabe Environmental Services	Sheetmetal Workers Local Union #12
Wayne Britton	Triangle Tech & RCTC Instructor	Drafting & Design Instructor
John Brown	Crawford County Technical Center	Drafting & Design Instructor
Steven Bullock	Automated Industrial Systems	Engineering Manager
Travis Carey	Corry Career & Technical Center	Drafting/CAD Instructor
Christopher Coughlin	Hallgren, Restifo, Loop Architects	Principal
Edward Evans	The Behrend College School of Engineering	Interim Director & Associate Teaching Prof.
Jeff Evans	Young Erie Professionals	Erie Ambassador
Zach Fuhrer	LORD Corporation	Manager, Oil & Gas Engineering
Drew Hoffman	American Turned Products	VP Client Relations
Danielle Jones	Danielle's Designs-Kitchen and Bath	Owner
Philip Jones	Penn State Erie, The Behrend College	Lecturer, Mechanical Engineering
Jeffrey Kordes	Greenman-Pedersen, Inc.	Project Engineer
Gary Kuhn	LORD Corporation	Design Engineer
Jim Maciak	LORD Corporation	Staffing Program Manager
Rich McDowell	Eriez Manufacturing	Manager of Laboratory Engineering
Robert Michael	Gannon University	Assistant Professor, Mechanical Engineering
Chris Murosky	Eriez Manufacturing	Mechanical Engineer
Greg Nowak	Eriez Manufacturing	Technical Director of Engineering
David O'Harah	Drumm & O'Harah Tool	Owner
Jennifer Peyton	Kane Innovations	
Jeffery Pierce	GE Transportation Systems	Global PD Analyst/Process Leader
Dave Reiser	Hytech Tool & Design	Engineering Manager
Benjamin Reitz	GE Transportation Systems	CIS & Powerhaul Systems
Jerry Sargent	CJ Industries	C.O.O.
Marty Champoe	CJ Industries	Project Engineer
Eric Smith	Venango Technology Center	CAD Instructor
Jeff Thomas	GE Transportation Systems	Product Manager
Mike Yurkewicz	CJ Industries	Engineering Manager

Erie County Technical School

2020-2021 Occupational Advisory Committee Members



Early Childhood Education

Name	Company	Title
Shana Brown	Mercyhurst Child Learning Center	Assistant Director
Jessica Carlson	KinderCare Learning Centers	Assistant Director
Dale Ann Edmiston	Mercer County Career Center	Instructor
Ariel Fields	Mercyhurst Child Learning Center	Assistant Director
Melissa Grey	YMCA of Greater Erie	McKean Elementary Y Director
Jennifer Hasbrouck	Early Learning Resource Center	Quality Coach
Maggie Heslop	Early Connections City Center	City Center Co-Director
Elizabeth Hill	Kindercare	Discovery Preschool Teacher
Robin Howell	Edinboro University of PA	Early Childhood Education
Jan Kennerknecht		
Michelle Kimmy	Edinboro University of PA	Professor, Early Childhood & Reading
Lindsey Klins	Waterford Elementary School	Preschool Parent
Darlene Kovacs, MA	Early Connections	Executive Director
Colleen Lombard	Early Learning Resource Center	Quality Coach
Amy McGahen	Erie's First Assembly of God	Curriculum Coordinator/Teacher
Dana Neff	The Y At Fairview Elementary	Director of Fairview Y Child Care
Tracy Robison-Chandle	Early Connections	VP of Professional Development
Jill Simmons	YMCA of Greater Erie	VP of Youth Development
Jill Tucker	Early Learning University	Childcare Director
Julie Vavreck	Crawford County Technical Center	Childcare Instructor
Janice Whiteman	Gannon University	Director of School of Education
Jeanette Williams	Saint Vincent Child Care Center	Director
Monica Ziacik	A Child's World Day Care Center Inc.	Assistant Director

Erie County Technical School

2020-2021 Occupational Advisory Committee Members



Electrical Engineering

Name	Company	Title
Tom Ahlschlager	EIT	Electrical Instructor
Adam Baker	Penelec	Staff Analyst
Bret Becker	Contine Corporation	Assistant Manager
Paul Chernichky	Chernichky Electric	Owner
Mark Chrzanowski	Scott Electric - Erie	Outside Sales Consultant
Bob Cole	Arrow Electric	Trades Manager
Bob Curtis	C&T Electric	Owner
Matthew Fuhrman	IBEW Local #56	Organizer
Lawrence Gilchrist	Church and Murdock Electric	Project Manager/Estimator
Chuck Hickernell	Northwest Electric Co-op Association	Electrical Engineer
Michael Hyde	Scott Electric - Erie	Branch Manager
Bill Jerin	First Energy Corporation	External Affairs Manager
Richard Johnson	RE Johnson Electric, Inc.	Owner
Mark Lewis	Contine Corporation	Supervisor
David Mahoney	ECTS Joint Operating Committee	JOC Member
George McMillan	H.F. Lenz Company	Director Great Lakes Region
Steve Miller	NW Rural Electric Co-Op Association	Electrical Engineer
LaMinda Nichols	Power Systems Institute	Workforce Development Representative
James Nuber	IBEW Local #56	Business Manager
Dennis Olesnanik	Celeros	CAD/Drafter
Dennis O'Toole	Warren County School District	Maintenance Foreman
Robert Petit	First Energy Corporation	PSI Supervisor
Bill Reigel	Reigel Electric	Owner
Mike Ripley	Erie Plating Company	Maintenance Manager
Michael St. George	IBEW Local #56	President
Ramakrishnan Sundara	Gannon University	Professor, ECE Dept.
Amy Tevis	Career Line Training Center	Director/Manager
Lin Zhao	Gannon University	Associate Professor, Elec. & Comp. Engr.

Erie County Technical School

2020-2021 Occupational Advisory Committee Members



Facility Maintenance Technologies

Name	Company	Title
Doug Alfieri	UPMC Hamot	Mgr. of Facilities Engr., Electrical, HVAC
Douglas Armstrong	Mechanical Contr Assoc-Ret.	Executive Director
David Calvano	Retired, City of Erie	Retired Plumbing Inspector-City of Erie
Bill Carl	Pittsburgh Plumbers Local Union #27	Marketing Representative
Brandon Chabola	Girard School District	Maintenance Supervisor
Jay Ciecierski	Parker Hannifin	Maintenance Supervisor
Tim Clint	LORD Corporation	Facilities Mgr.
Richard Eisenberg	Bayfront Maritime Center	Executive Director
Troy Herbst	LORD Corporation	Manager, Facilities Services
Jim Kaschak	Modern Industries	Plant Engineer
Joe Kisiel	Modern Industries	Maint. Group Leader & CNC Technician
Lawrence Kownacki	LORD Corporation	Facilities Manager
Seth Merry	Port Erie Plastics	Maintenance
T.J. Sandell	Pittsburgh Plumbers Local Union #27	Business Representative
Bradley Tisdale	Steamfitters Local Union #449	NW PA Director of Training

Erie County Technical School

2020-2021 Occupational Advisory Committee Members



Graphic Communications

Name	Company	Title
Cheryl Adams	Senior News	Print Shop Owner
Patrick Callahan	Knepper Press, Erie	Manager
Jack Gorman	Erie Insurance Group	Director, Personal Line Product Services
Sean Hodinko	Building Systems Incorporated	Supervisor
Cindy Laffan	Printing Concepts	Supervisor
Randy McCracken	Synergy Business Forms, Inc.	Owner & President
Alyssa McCumber	Werkbot Studios	Account Coordinator
Jon Moir	Erie Insurance Group	Press Operator & Former Student
Donald Nowak	SOFCO, Retired	Retired Sales Representative
Steve O'Dana	James B. Schwab Company	Graphics Manager
Jeff Santos	Creative Imprint Systems	Screen Print Production Mgr. & Co-Owner
Tom Skarupski	Senior News, Erie S.D.	Retired, Graphics Instructor

Erie County Technical School

2020-2021 Occupational Advisory Committee Members



Health Assistant

Name	Company	Title
Patricia Bedell-Pulito	Mercyhurst North East	Nurse Educator, Faculty
Cassandra Frey	Rouse Home	Registered Nurse, Supervisor
Janet Minzenberger	Gannon University	Faculty, Villa Maria School of Nursing
Karen O'Neal	VA Medical Center	Chief, Voluntary Service
Shannon Rodgers		
Ashley Shick	UPMC Hamot	Registered Nurse, Emergency Dept.
Stephanie Waterson	Ear, Nose & Throat Specialists	Licensed Practical Nurse
Amy Winder	UPMC Hamot	Registered Nurse Manager

Erie County Technical School

2020-2021 Occupational Advisory Committee Members



Metal Fabrication

Name	Company	Title
Mike Bednar	Perseus House	Night Technician
Michael Blakely	Signal-Tech	
Chris Blakeslee	American Tinning & Galvanizing	Fabrication Division Manager
Todd Deitrick	Sheet Metal Workers Local 12	Business Representative
Paul DeRaimo	Ridg-U-Rak	Director of Quality
John Fedinetz	McShane Welding	Vice President of Operations
Dianne Gehrlein	Zeyon, Inc.	President
Charles A. Greer	Sheet Metal Workers Local 12	Marketing Representative
Stephen Haeseler	CMI Energy, LLC	Cost Estimator
Jeff Huey	Signal-Tech	Facilities Coordinator
Perry Johnson	Signal-Tech	Manager
Jim McShane, Jr.	McShane Welding	President
Jim McShane, Sr.	McShane Welding	President & General Manager
Wesley Miller	Corry School District	Welding Instructor
Jason Neff	Welders Supply	Technical Welding Analyst
Sherry O'Leary	Custom Engineering	Human Resource Manager
Mickey Rathers	Zeyon, Inc.	Operations Manager
Keith Schettler	Local 12 Training Center	Coordinator of Apprenticeship & Training
John Stempka	Advanced Welding Technologies	
Clayton Webber	Gannon University	Engineering Lab Manager

Erie County Technical School

2020-2021 Occupational Advisory Committee Members



Precision Machining

Name	Company	Title
Todd Beckes	TechnipFMC	Manufacturing Engineer
Colton Black	Warren County Career Center	Machine Technology Instructor
Kit Carson	Regional Career & Technical Center	Instructor
Chelsea Dombrowski	Port Erie Plastics	Human Resources Assistant
Sean Durfee	Penn Erie - The Plastek Group	Supervisor
Heather Evans	Port Erie Plastics	Human Resource Manager
Andy Foyle	H & H Machined Products	Owner
John Giacomelli	J3 Competition Inc.	General Manager
Michael Giknis	LORD Corporation	Sr. Technologist, Rotary Wing Engineering
Harold Haibach	PHB Corporation	Tooling Manager
Bill Hilbert	Reddog Industries	President
Jeff Horneman	Port Erie Plastics	
Mark Husted	Samtec	Supervisor
Dave Jacquel	Modern Industries	Human Resource Manager
Ryan Katen	Micro Mold Company	General Manager
Tim Katen	Plastikos, Inc.	Owner
Fred Klimek	Contine Corporation	Machine Shop Foreman
Ed Lerch	Reddog Industries	Director of Training
Dale Meyer	GE Transportation Systems	Electronic Publications
Dan Miano	GE Transportation Systems	Supervisor
Jeff Nesbitt	Samtec	
Joseph Nichter	MSC Industrial Supply	Western PA Govt. & Edu. Account Exec.
Anthony Pecorella	Matrix Tool	Machinist, Tool & Die
Paul Pecorella	LORD Corporation	Manufacturing Engineer/NC Programmer
Chris Perseo	Perseo Erie, Inc.	President
Laurie Perseo	Perseo Erie, Inc.	
Nick Perseo	Perseo Erie, Inc.	
Dennis Sweny	Modern Industries	Co-President
Luke Tarr	PHB Corporation	
Matthew Thornton	Thornton Industries	Vice President
Scott Waite	LORD Corporation	
Matt Wettekin	Samtec	Apprentice
Jarad Willats	Machining Concepts	Production Planner
Kyle Zimmerman	LORD Corporation	Tool Room Manager

Erie County Technical School

2020-2021 Occupational Advisory Committee Members



Tourism & Hospitality Management

Name	Company	Title
RJ Adams	Hilton Garden Inn	Head of Guest Services
Pam Anthony	UPMC Hamot	Director of Environmental Services
Dan Arnold	Presque Isle Downs & Casino	Director of Food & Beverage
Jesse Beachtold	Krispy Kreme	
Amber Blashak	The Chautauqua Institution	Human Resources Director
Danielle Bootes	Scott Enterprises	Tour & Travel Manager
Cherryll Clausen	Hilton Garden Inn	Front Office Manager
Janelle Flick	Residence Inn	Front Desk Supervisor
Cassandra Forinash	Presque Isle Downs & Casino	HR Coordinator
Daryl Georger	Mercyhurst University	Exec. Coordinator of External Affairs
Shawn Hoffman	Scott Enterprises	General Manager
Tom Jakovic	Ambassador Conference Center	Banquet Manager
Darlene Kerstetter	Scott Enterprises/Ambassador Center	Corporate Sales Manager
Allyson Kraft	Maza Winery / Mercyhurst Student	ECTS Graduate & Outstanding Student
Carolyn Miaczynski	Scott Enterprises	Corporate Sales Manager
Manny Morales	Ambassador Conference Center	Chef
Jermaine Nixon	Ambassador Conference Center	Setup Supervisor
Erica Northrup	Scott Enterprises/Ambassador Center	Banquet Captain
Butch Obergfell	Presque Isle Downs & Casino	Executive Chef
Paul Olejarczyk	Scott Enterprises	Benefits Manager
John Oliver	VisitErie	President/CEO
Gus Pine	Bayfront Convention Center	General Manager
Daniel Pora	Sheraton Erie Bayfront Hotel	General Manager
Robert Rapheal	RAMP Program	RAMP Instructor
Stephanie Robinson	Ambassador Conference Center	Banquet Manager
Allyson Schrimper-Min	Mercyhurst University	Instructor, Hospitality Management
Kerry Schwab	Schwab Hospitality Corporation	Vice President
Beth Ann Sheldon	Mercyhurst University	Director, Hospitality Management
Tammy Shick	Presque Isle Downs & Casino	Recruiting Specialist
Jenna Snider	Erie County Department of Health	Environmental Protection Specialist II
Jill Snyder	Presque Isle Downs & Casino	Human Resource Manager
Danya Sotter	Scott Enterprises	Corporate Events Coordinator
Anthony Tupek	Courtyard by Marriott, Erie Bayfront	Guest Services
Stacy Tupek	Courtyard by Marriott, Erie Bayfront	General Manager
Carrie Wakinekona	Splash Lagoon	Director
Ashley Werner	Courtyard by Marriott	Food Service Manager
Chris Work	Ambassador Conference Center	Director of Food & Beverage

Business Manager's Report
August 2020

Prepared by Terri Birchard
Business Manager

1

General Ledger Bank Account Balances		August 31, 2020	July 31, 2020	Change
General Fund Cash & Investment Accounts				
PNC, PSDLAF, ERIEBank, NWSB		\$ 1,963,495.29	\$ 1,590,319.67	\$ 373,175.62
Capital Projects Fund, PSDLAF, NWSB & PNC		\$ 715,124.60	\$ 725,565.39	\$ (10,440.79)
Student Activities Fund-PNC & NWSB		\$ 12,206.23	\$ 12,206.23	\$ -
Flexible Spending Acct - PNC		\$ 12,880.05	\$ 12,880.05	\$ -
Total All Funds - Bank Balances		\$ 2,703,706.17	\$ 2,340,971.34	\$ 362,734.83

2

General Fund (Fund 10)		August 31, 2020			July 31, 2020		
Revenue and Expenditure Summary		Annual Budget	YTD Actual	%	Annual Budget	YTD Actual	%
ECTS-High School							
Fund Balances - July 1, 2020							
Fund Balance-Unassigned-(High School)	\$ 432,367	\$ 244,881			\$ 432,367	\$ 244,881	
Fund Balance-Assigned PSERS	\$ 282,975	\$ 318,800			\$ 282,975	\$ 318,800	
Fund Balance - Assigned - COVID Activities	\$ -	\$ 350,000			\$ -	\$ 350,000	
Fund Balance - Assigned - Equipment Purchase	\$ -	\$ 37,500			\$ -	\$ 37,500	
Fund Balance - Assigned - New Program	\$ 250,000	\$ 250,000			\$ 250,000	\$ 250,000	
Fund Balance-Non-Spendable-Inventory	\$ 93,406	\$ 93,406			\$ 93,406	\$ 93,406	
	\$ 1,058,748	\$ 1,294,587			\$ 1,058,748	\$ 1,294,587	
Revenue-Local Sources & Districts	\$ 4,676,025	\$ 730,060	15.61%		\$ 4,676,025	\$ 358,778	7.67%
Revenue-All Other Sources	\$ 1,778,286	\$ 181,165	10.19%		\$ 1,778,286	\$ 10,894	0.61%
Total Revenue	\$ 6,454,311	\$ 911,225			\$ 6,454,311	\$ 369,672	
Expenditure and reserve	\$ 6,454,311	\$ 922,727	14.30%		\$ 6,454,311	\$ 564,037	8.74%
Change	\$ -	\$ (11,502)			\$ -	\$ (194,365)	
Fund Balances							
Fund Balance-Unassigned-(High School)	\$ 432,367	\$ 233,379			\$ 432,367	\$ 50,516	
Fund Balance-Assigned PSERS	\$ 282,975	\$ 318,800			\$ 282,975	\$ 318,800	
Fund Balance - Assigned - COVID Activities	\$ -	\$ 350,000			\$ -	\$ 350,000	
Fund Balance - Assigned - Equipment Purchase	\$ -	\$ 37,500			\$ -	\$ 37,500	
Fund Balance - Assigned - New Program	\$ 250,000	\$ 250,000			\$ 250,000	\$ 250,000	
Fund Balance-Non-Spendable-Inventory	\$ 93,406	\$ 93,406			\$ 93,406	\$ 93,406	
	\$ 1,058,748	\$ 1,283,085			\$ 1,058,748	\$ 1,100,222	
		August 31, 2020			July 31, 2020		
RCTC		Annual Budget	YTD Actual	%	Annual Budget	YTD Actual	%
Fund Balance July 1, 2020	\$ 217,986	\$ 226,738			\$ 217,986	\$ 226,738	
Revenue	\$ 459,105	\$ 54,649	11.90%		\$ 459,105	\$ 31,593	6.88%
Expenditure and reserve	\$ 459,105	\$ 36,800	8.02%		\$ 459,105	\$ 11,072	2.41%
Change	\$ -	\$ 17,849			\$ -	\$ 20,521	
Fund Balance-Assigned-RCTC	\$ 217,986	\$ 244,587			\$ 217,986	\$ 247,259	

Business Manager's Report
August 2020

Prepared by Terri Birchard
Business Manager

3

ECTS Capital Projects Fund (Fund 31) Revenue and Expenditure Summary		August 31, 2020			July 31, 2020		
	Annual Budget	YTD Actual		%	Annual Budget	YTD Actual	%
Fund Balance-July 1, 2020							
Assigned-Transition Center	\$ -	\$ -			\$ -	\$ -	
Assigned-Capital Projects	\$ 282,229	\$ 584,362			\$ 282,229	\$ 584,362	
	\$ 282,229	\$ 584,362			\$ 282,229	\$ 584,362	
Plus:							
Transfers from General Fund	\$ 75,000	\$ -		0.00%	\$ 75,000	\$ -	100.00%
School District Contributions - Pre Bid Documents	\$ -	\$ 234,390			\$ -	\$ 234,390	
Interest	\$ 650	\$ 76		11.70%	\$ 650	\$ 73	11.23%
	\$ 75,650	\$ 234,466			\$ 75,650	\$ 234,463	
Less:							
School car	\$ -	\$ -		0.00%	\$ -	\$ -	0.00%
HS Copier	\$ -	\$ -		0.00%	\$ -	\$ -	0.00%
Copier - GRA	\$ -	\$ -		0.00%	\$ -	\$ -	0.00%
Network system - server software	\$ 19,500	\$ -		0.00%	\$ 19,500	\$ -	0.00%
Faculty laptop replacements	\$ 15,700	\$ -		0.00%	\$ 15,700	\$ -	0.00%
Technology	\$ -	\$ -			\$ -	\$ -	
Classroom Projection	\$ 10,000	\$ -		0.00%	\$ 10,000	\$ -	0.00%
Fire Alarm Project	\$ -	\$ 12,894			\$ -	\$ 12,894	
Secure Vestibule Project	\$ -	\$ 38,264			\$ -	\$ 24,770	
School District - Pre-Bid Documents	\$ -	\$ -			\$ -	\$ -	
Other - Production Server Replacement	\$ -	\$ -		0.00%	\$ -	\$ -	0.00%
	\$ 45,200	\$ 51,158			\$ 45,200	\$ 37,664	
Fund Balance							
Assigned-Transition Center	\$ -	\$ -			\$ -	\$ -	
Assigned-Capital Projects	\$ 312,679	\$ 767,670			\$ 312,679	\$ 781,161	
	\$ 312,679	\$ 767,670			\$ 312,679	\$ 781,161	

Business Manager's Report
August 2020

Prepared by Terri Birchard
Business Manager

4

Student Activity Fund (Fund 81)		August 31, 2020	July 31, 2020
		YTD-Actual	YTD-Actual
<u>Fund Balances- July 1, 2019</u>			
Designated-SkillsUSA	\$	5,191	\$ 5,191
Designated -Other	\$	4,052	\$ 4,052
Designated-NTHS	\$	2,153	\$ 2,153
	\$	11,396	\$ 11,395
<u>Revenue + Transfers</u>			
SkillsUSA/Other	\$	1,000	\$ 1,000
Make-A-Wish/Community Blood Bank/Other	\$	-	\$ -
National Technical Honor Society	\$	-	\$ -
	\$	1,000	\$ 1,000
<u>Expenditure</u>			
SkillsUSA	\$	95	\$ 1
Make-A-Wish/Community Blood Bank/Other	\$	-	\$ -
National Technical Honor Society	\$	94	\$ -
	\$	189	\$ 1
<u>Fund Balances- YTD</u>			
Assigned-SkillsUSA/Other	\$	6,096	\$ 6,190
Assigned -Other	\$	4,052	\$ 4,052
Assigned-NTHS	\$	2,059	\$ 2,153
	\$	12,207	\$ 12,394

Business Manager's Report
August 2020

Prepared by Terri Birchard
Business Manager

5

NOREBT-ECTS	Medical/ Rx	Dental/Vision	Total
Per Employee Per Month	\$ 1,283	\$ 85	\$ 1,368
Account Balance July 1, 2020, Per NOREBT Statement	\$ 498,770	SELF FUNDED - NA	\$ 498,770
	\$ -		\$ -
Account Balance July 1, 2020, Adjusted for June claims	\$ 498,770		\$ 498,770
Plus: YTD Contributions+receipts	\$ 60,676		\$ 60,676
Plus: Prescription formulary rebate	\$ 688		\$ 688
Plus: Interest allocation/Loyalty credit	\$ -		\$ -
Plus: reimbursement from excess loss fund	\$ -		\$ -
	\$ 61,364		\$ 61,364
Less: YTD gross claims	\$ (22,407)		\$ (22,407)
Less: YTD gross claims- prescription	\$ (16,888)		\$ (16,888)
Less: Claims Administration	\$ (2,407)		\$ (2,407)
Less: Stop Loss insurance	\$ (10,094)		\$ (10,094)
Less: reinsurance for large claims over 45K	\$ (82)		\$ (82)
Less: Miscellaneous Admin (Legal/ACA Fees/Audit)	\$ (1,000)		\$ (1,000)
Less: other expense- Wellness contribution	\$ (126)		\$ (126)
Less: Admin expenses/stop-loss ins	\$ (2,532)		\$ (2,532)
Less: Total YTD claims/exps.	\$ (55,535)		\$ (55,535)
Total YTD claims and expenses			
YTD contributions less expenses	\$ 5,829		\$ 5,829
Account balance - 7/31/2020 per NOREBT Statement	\$ 504,598	SELF FUNDED - NA	\$ 504,598
Months of claims + expenses in reserve	109.0	Cash Balances - BAI	109.0
avg monthly claims + expenses	\$ 4,628		\$ 4,628

Other information

- A. Preparing 2020-2021 budget submission to PDE
- B. Working on quarterly reconciliation submissions for federal/state grants
- C.
- D.

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

General Fund - PNC - Depository Account - NWSB		August 2020	July 2020
Beginning Cash Balance - PNC/NWSB		\$ 267,833.45	\$ 439,767.95
Plus: Receipts			
Receipts Deposited		500,759.10	375,797.93
Tfr from other accounts		0.00	0.00
Credit card receipts		6,281.72	4,398.72
Total Receipts		\$ 507,040.82	\$ 380,196.65
Less: Disbursements			
Checks Disbursements		191,079.31	296,259.05
Wire/ACH payments-taxes/fees/ RCTC Credit Card Refunds		15,833.45	0.00
Tfr to other accounts - FLEX/Vision/Dental/Food Service Fund		1,485.40	5,872.10
ACH transfers to PSDLAF		250,000.00	250,000.00
Total disbursements		\$ 458,398.16	\$ 552,131.15
Ending Cash Balance - PNC/NWSB General Fund		\$ 316,476.11	\$ 267,833.45
General Fund - PSDLAF/PSDMAX/Investments		August 2020	July 2020
Beginning Cash Balance - PSDLAF		\$ 454,706.97	\$ 449,349.81
Plus: Receipts			
Transfers from PNC-Erie		250,000.00	250,000.00
Void Add-backs		0.00	0.00
PSDLAF/PSDMAX interest		3.50	2.39
Social Security Subsidy direct deposit		28,097.90	9,487.43
Retirement Subsidy direct deposit		0.00	0.00
Vocational Ed Subsidy direct deposit		126,203.77	0.00
Other revenues - PSERS/Payroll adjustment/Equipment grant/RCTC tuit		2,500.00	20,000.00
Federal/State program grant direct deposit - Perkins		83,189.00	0.00
Total Receipts		\$ 489,994.17	\$ 279,489.82
Less: Disbursements			
Check Disbursements		0.00	0.00
Payroll, VISA and ACH payments out		200,858.85	254,142.05
PSERS Employer/Employee Payment		20,047.58	19,990.61
TFR to other accounts/funds - Capital Projects Fund		0.00	0.00
Total Disbursements		\$ 220,906.43	\$ 274,132.66
Ending Cash Balance - PSDLAF		\$ 723,794.71	\$ 454,706.97
ERIEBank		August 2020	July 2020
Beginning Cash Balance-ERIEBank		\$ 922,511.64	\$ 922,511.13
Plus: Receipts			
Receipts Deposited		0.00	0.00
Interest		0.57	0.51
Unrealized gains/losses		0.00	0.00
Total Receipts		\$ 0.57	\$ 0.51
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		\$ 922,512.21	\$ 922,511.64
		\$ 2,704.81	\$ 2,704.24
		\$ 919,808.18	\$ 919,808.18
		\$ 922,512.21	\$ 922,511.64

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

General Fund Section 125-PNC		August 2020	July 2020
Beginning Cash Balance-PNC		\$ 12,880.05	\$ 11,586.95
Plus Receipts			
Receipts Deposited		1,485.40	2,328.10
Transfers from other accounts		0.00	0.00
Total Receipts		\$ 1,485.40	\$ 2,328.10
Less Disbursements			
Check Disbursements		1,980.00	1,035.00
Other Disbursements		0.00	0.00
		\$ 1,980.00	\$ 1,035.00
Ending Cash Balance-PNC		\$ 12,385.45	\$ 12,880.05
General Fund -Dental and Vision Claims - PNC		August 2020	July 2020
Beginning Cash Balance-PNC		\$ 10,704.01	\$ 7,921.01
Plus Receipts			
Receipts Deposited		0.00	3,500.00
Transfers from other accounts		0.00	0.00
Total Receipts		\$ -	\$ 3,500.00
Less Disbursements			
Check Disbursements		3,938.98	717.00
Other Disbursements		0.00	0.00
		\$ 3,938.98	\$ 717.00
Ending Cash Balance-PNC		\$ 6,765.03	\$ 10,704.01
	Dental	4,389.35	7,864.35
	Vision	2,375.68	2,839.66
		\$ 6,765.03	\$ 10,704.01
Capital Projects Fund - PSDLAF / PNC / NWSB Accounts		August 2020	July 2020
Beginning Cash and Investments Balance- PSDLAF		\$ 725,565.39	\$ 738,386.43
Plus Receipts			
Transfers from General Fund-per budget		0.00	0.00
School District Pre-bid documents		210,717.88	0.00
Interest posted		3.10	72.98
Total Receipts		\$ 210,720.98	\$ 72.98
Less disbursements			
Less transfers to General Fund		0.00	0.00
Less Checks		221,161.77	12,894.02
Less Checks issued - PreBid Documents		0.00	0.00
		\$ 221,161.77	\$ 12,894.02
Ending Cash and Investments Balance - PSDLAF		\$ 715,124.60	\$ 725,565.39
	PNC account	15,554.80	15,554.80
	NWSB account	336,782.15	347,226.04
	PSDMAX account	362,787.65	362,784.55
		\$ 715,124.60	\$ 725,565.39

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

Student Activity Fund - PNC / NWSB (For Information)		August 2020	July 2020
Beginning Cash Balance - PNC		\$ 12,394.36	\$ 11,395.35
Plus Receipts			
SkillsUSA-Receipts	0.00		1,000.00
COS Funds-Transfer from General Fund	0.00		0.00
NTHS-Receipts	0.00		0.00
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		0.01
Total Receipts	\$ 0.01	\$ 1,000.01	
Less SkillsUSA-disbursements-checks/fees, adjustments	94.06		0.50
Less Make A Wish/Blood Bank-disbursements-checks/fees	0.00		0.00
Less NTHS-disbursements-checks/fees	94.06		0.50
	\$ 188.12	\$ 1.00	
Ending Cash Balance - PNC / NWSB	\$ 12,206.25	\$ 12,394.36	
SkillsUSA	6,596.74	6,695.46	
Blood Bank/Other	460.00	460.00	
Make A Wish	3,591.68	3,591.68	
NTHS	1,558.50	1,647.22	
	\$ 12,206.92	\$ 12,394.36	

Respectfully submitted

James Bucksbee/Treasurer
Joint Operating Committee

Prepared by: Terri Birchard, Business Manager

Erie County Technical School

Statement of Activities - General Fund

July 1, to August 31, 2020

		<u>7/1/2020 8/31/2020</u>
Revenues		
10-46510-000-000-00-000-000	INTEREST INCOME	\$323.90
10-46530-000-000-00-000-000	Gains Or Losses On Sale Of Investmen	\$0.00
10-46790-000-000-00-000-000	Student Fees - Supplies / Uniforms	\$0.00
10-46910-000-000-00-000-000	Facility Rental	\$2,594.50
10-46943-000-000-00-000-000	Adult Education Tuition - Secondary P	\$0.00
10-46943-000-000-03-000-000	Adult Education Tuition - Secondary P	\$0.00
10-46946-000-000-01-000-000	FAIRVIEW SD	\$33,417.00
10-46946-000-000-02-000-000	FORT LEOEUF SD	\$69,151.16
10-46946-000-000-03-000-000	GENERAL MCLANE SD	\$63,257.00
10-46946-000-000-04-000-000	GIRARD SD	\$74,679.00
10-46946-000-000-05-000-000	HARBOR CREEK SD	\$69,367.34
10-46946-000-000-06-000-000	IROQUOIS SD	\$41,227.16
10-46946-000-000-07-000-000	MILLCREEK SD	\$134,275.34
10-46946-000-000-08-000-000	NORTH EAST SD	\$69,531.84
10-46946-000-000-09-000-000	NORTHWESTERN SD	\$51,289.00
10-46946-000-000-10-000-000	UNION CITY SD	\$52,807.66
10-46946-000-000-11-000-000	WATTSBURG SD	\$55,582.50
10-46946-000-000-92-000-000	DISTRICTS-ALTERNATIVE EDUCAT	\$0.00
10-46946-000-000-94-000-000	DISTRICTS- TRANSITION CENTER	\$0.00
10-46969-000-000-00-000-000	Other Contracted Services - ECVTS/C	\$0.00
10-46990-000-000-00-000-000	MISCELLANEOUS REVENUE	\$3,088.09
10-46992-000-000-00-000-000	INSURANCE PAYMENTS-INDIVI	\$9,469.04
10-47220-000-000-00-000-000	VOCATIONAL EDUCATION SUBS	\$126,203.77
10-47360-000-000-00-000-000	Safe Schools - SRO Grant	\$0.00
10-47361-000-360-00-000-000	PCCD School Safety & Security Gra	\$0.00
10-47369-000-360-00-000-000	Safe Schools Grant - SRO / Equipmen	\$0.00
10-47509-000-000-00-000-000	CTE SUPP EQUIPMENT GRANT-STA	\$0.00
10-47810-000-000-00-000-000	SOCIAL SECURITY REIMBURSEME	\$0.00
10-47820-000-000-00-000-000	RETIREMENT REIMBURSEMENT	\$0.00
10-48521-000-000-00-000-000	PERKINS LOCAL PLAN	\$54,961.00
10-48521-000-663-00-000-000	PERKINS LOCAL PLAN	\$0.00

Erie County Technical School

Statement of Activities - General Fund

July 1, to August 31, 2020

		<u>7/1/2020 8/31/2020</u>
10-48749-000-987-00-000-000	PCCD COVID 19 Health and Safety G	\$0.00
10-49400-000-000-00-000-000	Sale of / Compen-loss of Fixed AssT	\$0.00
10-46943-100-000-00-000-000	RCTC PART TIME TUITION	\$52,894.01
10-46943-100-000-01-000-000	RCTC BOOKSTORE SALES	\$340.00
10-46990-100-000-00-000-000	RCTC - Refunds And Other Miscella	\$1,414.70
10-47220-100-000-00-000-000	VOCATIONAL EDUCATION SUBS	\$0.00
10-47810-100-000-00-000-000	SOCIAL SECURITY REIMBURSEME	\$0.00
10-47820-100-000-00-000-000	RETIREMENT REIMBURSEMENT	\$0.00
Total Revenues		<u>\$965,874.01</u>

Expenses

10-99990-000-000-00-000-000	General Fund Closing	\$0.00
10-62620-100-360-00-000-000	PCCD COVID 19 School Safety Per	\$0.00
10-61610-110-100-40-000-000	RCTC - Manager Salaries	\$7,578.44
10-62260-110-000-00-000-000	Curriculum Development - Salary	\$30,500.88
10-62310-110-000-00-000-000	Board Services - Salary	\$470.45
10-62360-110-000-00-000-000	Director Services - Salary	\$22,278.96
10-62380-110-000-00-000-000	Principal/High School Secretary - Prin	\$21,998.73
10-62411-110-000-00-000-000	Health Services - Student Health Svcs C	\$0.00
10-62511-110-000-00-000-000	Business Services - Business Office M	\$15,293.60
10-62611-110-000-00-000-000	Maintenance Supervisor - Salary	\$13,140.36
10-62830-110-000-00-000-000	HR-QUALITY- EAP	\$0.00
10-62831-110-000-00-000-000	HR/Quality - Coordinator Salary	\$2,735.25
10-62840-110-000-00-000-000	Technology Services - Admin Salary	\$14,293.27
10-61290-120-000-00-000-000	Transition Center - Salary	\$0.00
10-61320-120-000-00-000-000	Tourism/Hospitality - Salary	\$8,982.30
10-61330-120-000-00-000-000	Health Assistant - Salary	\$13,733.65
10-61341-120-000-00-000-000	Early Childhood Education - Salary	\$8,044.40
10-61342-120-000-00-000-000	Culinary - Salary	\$15,815.90
10-61370-120-000-00-000-000	Technical Instruction - Salary	\$27,113.05
10-61380-120-000-00-000-000	Trade and Industrial - Salary	\$121,227.35

Erie County Technical School

Statement of Activities - General Fund

July 1, to August 31, 2020

		<u>7/1/2020 8/31/2020</u>
10-61390-120-000-00-000-000	Other Voc Ed - Salary	\$17,634.21
10-61610-120-100-40-000-000	RCTC - Instructor Salary	\$0.00
10-62122-120-000-00-000-000	Pupil Personnel - Counselor Salary	\$9,855.60
10-63210-120-000-00-000-000	Student Activity - Advisors	\$0.00
10-61290-121-000-00-000-000	Transition Center - Substitute Wages	\$0.00
10-61380-121-000-00-000-000	Trade and Industrial - Substitutes	\$0.00
10-62411-130-000-00-000-000	Health Services - Health Service Coord	\$0.00
10-62419-130-000-00-000-000	Health Services - Supplemental School	\$1,831.09
10-61442-140-000-00-000-000	Career Alternative Education - Secreta	\$2,524.68
10-61610-140-100-40-000-000	RCTC - Secretary Salary	\$0.00
10-62122-140-000-00-000-000	Pupil Personnel - Co-op Salary	\$4,015.90
10-62380-140-000-00-000-000	Principal/High School Secretary - HS S	\$7,508.55
10-62511-140-000-00-000-000	Business Services - Business Office S	\$6,488.07
10-62840-140-000-00-000-000	Technology Services -Classified-Assi	\$7,694.97
10-61290-141-000-00-000-000	Transition Center - Aide Wages	\$0.00
10-61380-141-663-00-000-000	Trade and Industrial - Aides (Perkins)	\$0.00
10-62619-180-000-00-000-000	Maintenance/Custodial - Salary	\$37,669.63
10-61290-213-000-00-000-000	Transition Center - Life Insurance	\$0.00
10-61320-213-000-00-000-000	Tourism/Hospitality - Life Insurance	\$0.00
10-61330-213-000-00-000-000	Health Assistant - Life Insurance	\$0.00
10-61341-213-000-00-000-000	Early Childhood Education - Life Insu	\$0.00
10-61342-213-000-00-000-000	Culinary - Life Insurance	\$0.00
10-61370-213-000-00-000-000	Technical Instruction - Life Insurance	\$0.00
10-61380-213-000-00-000-000	Trade and Industrial - Life Insurance	\$1,441.25
10-61380-213-663-00-000-000	Trade and Industrial - Life Insurance (	\$0.00
10-61390-213-000-00-000-000	Other Voc Ed - Life Insurance	\$0.00
10-61442-213-000-00-000-000	Career Alternative Education - Life In	\$0.00
10-61610-213-100-40-000-000	RCTC - Life Insurance	\$0.00
10-62122-213-000-00-000-000	Pupil Personnel - Life Insurance	\$0.00
10-62260-213-000-00-000-000	Curriculum Development - Life Insura	\$0.00
10-62360-213-000-00-000-000	Director Services - Life Insurance	\$0.00
10-62380-213-000-00-000-000	Principal/High School Secretary - Life I	\$0.00
10-62411-213-000-00-000-000	Health Services - Life Insurance	\$0.00

Erie County Technical School

Statement of Activities - General Fund

July 1, to August 31, 2020

		<u>7/1/2020 8/31/2020</u>
10-62511-213-000-00-000-000	Business Services - Life Insurance	\$0.00
10-62611-213-000-00-000-000	Maintenance/Custodial - Life Insuran	\$0.00
10-62619-213-000-00-000-000	Maintenance/Custodial - Life Insuran	\$0.00
10-62830-213-000-00-000-000	HR-QUALITY- EAP	\$0.00
10-62831-213-000-00-000-000	HR/Quality - Life Insurance	\$0.00
10-62840-213-000-00-000-000	Technology Services - Life Insurance	\$0.00
10-61290-214-000-00-000-000	Transition Center - LTD Insurance	\$0.00
10-61320-214-000-00-000-000	Tourism/Hospitality - LTD Insurance	\$0.00
10-61330-214-000-00-000-000	Health Assistant - LTD Insurance	\$0.00
10-61341-214-000-00-000-000	Early Childhood Education - LTD Insu	\$0.00
10-61342-214-000-00-000-000	Culinary - LTD Insurance	\$0.00
10-61370-214-000-00-000-000	Technical Instruction - LTD Insurance	\$0.00
10-61380-214-000-00-000-000	Trade and Industrial - LTD Insurance	\$1,741.39
10-61380-214-663-00-000-000	Trade and Industrial - LTD Insurance (	\$0.00
10-61390-214-000-00-000-000	Other Voc Ed - LTD Insurance	\$0.00
10-61442-214-000-00-000-000	Career Alternative Education - LTD I	\$0.00
10-62122-214-000-00-000-000	Pupil Personnel - LTD Insurance	\$0.00
10-62260-214-000-00-000-000	Curriculum Development - LTD Insur	\$0.00
10-62310-214-000-00-000-000	Board Services - LTD Insurance	\$0.00
10-62360-214-000-00-000-000	Director Services - LTD Insurance	\$0.00
10-62380-214-000-00-000-000	Principal/High School Secretary - LTD	\$0.00
10-62511-214-000-00-000-000	Business Services - LTD Insurance	\$0.00
10-62611-214-000-00-000-000	Maintenance Supervisor - LTD Insura	\$0.00
10-62619-214-000-00-000-000	Maintenance/Custodial - LTD Insura	\$0.00
10-62830-214-000-00-000-000	HR-QUALITY- EAP	\$0.00
10-62831-214-000-00-000-000	HR/Quality - LTD Insurance	\$0.00
10-62840-214-000-00-000-000	Technology Services - LTD Insurance	\$0.00
10-61290-220-000-00-000-000	Transition Center - Social Security	\$0.00
10-61320-220-000-00-000-000	Tourism/Hospitality - Social Security	\$683.85
10-61330-220-000-00-000-000	Health Assistant - Social Security	\$1,027.65
10-61341-220-000-00-000-000	Early Childhood Education - Social Se	\$611.20
10-61342-220-000-00-000-000	Culinary - Social Security	\$1,191.50
10-61370-220-000-00-000-000	Technical Instruction - Social Security	\$2,062.14

Erie County Technical School

Statement of Activities - General Fund

July 1, to August 31, 2020

		<u>7/1/2020 8/31/2020</u>
10-61380-220-000-00-000-000	Trade and Industrial - Social Security	\$9,141.17
10-61380-220-663-00-000-000	Trade and Industrial - Social Security (	\$0.00
10-61390-220-000-00-000-000	Other Voc Ed - Social Security	\$1,342.50
10-61442-220-000-00-000-000	Career Alternative Education - Social S	\$193.14
10-61610-220-000-00-000-000	RCTC - Social Security	\$0.00
10-61610-220-100-40-000-000	RCTC - Social Security	\$579.75
10-62122-220-000-00-000-000	Pupil Personnel - Social Security	\$1,057.35
10-62260-220-000-00-000-000	Curriculum Development - Social Secu	\$2,334.05
10-62310-220-000-00-000-000	Board Services - Social Security	\$36.37
10-62360-220-000-00-000-000	Director Services - Social Security	\$1,690.58
10-62380-220-000-00-000-000	Principal/High School Secretary - Soci	\$2,222.25
10-62411-220-000-00-000-000	Health Services - Health Service Coord	\$0.00
10-62419-220-000-00-000-000	Health Services - Supplemental School	\$140.08
10-62511-220-000-00-000-000	Business Services - Social Security	\$1,618.64
10-62611-220-000-00-000-000	Maintenance Supervisor - FICA	\$1,009.83
10-62619-220-000-00-000-000	Maintenance/Custodial - FICA	\$2,827.99
10-62620-220-360-00-000-000	PCCD COVID 19 School Safety Tra	\$0.00
10-62830-220-000-00-000-000	HR-QUALITY- EAP	\$0.00
10-62831-220-000-00-000-000	HR/Quality - FICA	\$209.26
10-62840-220-000-00-000-000	Technology Services - Social Security	\$1,675.63
10-63210-220-000-00-000-000	Student Activity - Social Security	\$0.00
10-61290-230-000-00-000-000	Transition Center - Retirement	\$0.00
10-61320-230-000-00-000-000	Tourism/Hospitality - Retirement	\$3,099.80
10-61330-230-000-00-000-000	Health Assistant - Retirement	\$4,739.50
10-61341-230-000-00-000-000	Early Childhood Education - Retiremen	\$2,776.10
10-61342-230-000-00-000-000	Culinary - Retirement	\$5,458.05
10-61370-230-000-00-000-000	Technical Instruction - Retirement	\$6,540.76
10-61380-230-000-00-000-000	Trade and Industrial - Retirement	\$41,832.06
10-61380-230-663-00-000-000	Trade and Industrial - Retirement (Per	\$0.00
10-61390-230-000-00-000-000	Other Voc Ed - Retirement	\$6,085.55
10-61442-230-000-00-000-000	Career Alternative Education - Retirem	\$871.27
10-61610-230-000-00-000-000	RCTC - Retirement	\$585.13
10-61610-230-100-40-000-000	RCTC- Retirement	\$0.00

Erie County Technical School

Statement of Activities - General Fund

July 1, to August 31, 2020

	<u>7/1/2020 8/31/2020</u>
10-62122-230-000-00-000-000	Pupil Personnel - Retirement \$4,787.05
10-62260-230-000-00-000-000	Curriculum Development - Retirement \$10,525.84
10-62310-230-000-00-000-000	Board Services - Retirement \$166.61
10-62360-230-000-00-000-000	Director Services - Retirement \$7,688.46
10-62380-230-000-00-000-000	Principal/High School Secretary - Reti \$10,182.95
10-62411-230-000-00-000-000	Health Services - Health Service Coord \$0.00
10-62419-230-000-00-000-000	Health Services - Supplemental School \$631.91
10-62511-230-000-00-000-000	Business Services - Retirement \$7,516.85
10-62611-230-000-00-000-000	Maintenance Supervisor - Retirement \$4,534.75
10-62619-230-000-00-000-000	Maintenance Custodial - Retirement \$8,111.67
10-62620-230-360-00-000-000	PCCD COVID 19 School Safety Tra \$0.00
10-62830-230-000-00-000-000	HR-QUALITY- EAP \$0.00
10-62831-230-000-00-000-000	HR/Quality - Retirement \$0.00
10-62840-230-000-00-000-000	Technology Services - Retirement \$7,588.22
10-63210-230-000-00-000-000	Student Activity - Retirement \$0.00
10-61370-231-000-00-000-000	VOYA Retirement \$230.26
10-61610-231-000-00-000-000	RCTC - VOYA Retirement \$61.56
10-62619-231-000-00-000-000	Maintenance/Custodial - VOYA Reti \$279.02
10-62831-231-000-00-000-000	HUMAN RESOURCES / QUALITY C \$61.54
10-62271-240-000-00-000-000	Instructional Staff Development - Tuiti \$1,538.00
10-61380-250-000-00-000-000	Trade and Industrial - Unemployment C \$141.96
10-61290-260-000-00-000-000	Transition Center - Workers Comp \$0.00
10-61320-260-000-00-000-000	Tourism/Hospitality - Workers Comp \$0.00
10-61330-260-000-00-000-000	Health Assistant - Workers Comp \$0.00
10-61341-260-000-00-000-000	Early Childhood Education - Workers C \$0.00
10-61342-260-000-00-000-000	Culinary - Workers Comp \$0.00
10-61370-260-000-00-000-000	Technical Instruction - Workers Comp \$0.00
10-61380-260-000-00-000-000	Trade and Industrial - Workers Comp \$14,791.00
10-61380-260-663-00-000-000	Trade and Industrial - Workers Comp (\$0.00
10-61390-260-000-00-000-000	Other Voc Ed - Workers Comp \$0.00
10-61442-260-000-00-000-000	Career Alternative Education - Worker \$0.00
10-61610-260-100-40-000-000	RCTC - Workers Comp \$0.00
10-62122-260-000-00-000-000	Pupil Personnel - Workers Comp \$0.00

Erie County Technical School

Statement of Activities - General Fund

July 1, to August 31, 2020

		<u>7/1/2020 8/31/2020</u>
10-62260-260-000-00-000-000	Curriculum Development - Workers C	\$0.00
10-62310-260-000-00-000-000	Board Services - Workers Comp	\$0.00
10-62360-260-000-00-000-000	Director Services - Workers Comp	\$0.00
10-62380-260-000-00-000-000	Principal/High School Secretary - Work	\$0.00
10-62411-260-000-00-000-000	Health Services - Health Service Coord	\$0.00
10-62419-260-000-00-000-000	Health Services - Supplemental School	\$0.00
10-62511-260-000-00-000-000	Business Services - Workers Comp	\$0.00
10-62611-260-000-00-000-000	Maintenance Supervisor - Workers Co	\$0.00
10-62619-260-000-00-000-000	Maintenance/Custodial - Workers Com	\$0.00
10-62830-260-000-00-000-000	HR-QUALITY- EAP	\$0.00
10-62831-260-000-00-000-000	HR/Quality - Workers Comp	\$0.00
10-62840-260-000-00-000-000	Technology Services - Worker Compen	\$0.00
10-63210-260-000-00-000-000	Student Activity - Workers Comp	\$0.00
10-61290-271-000-00-000-000	Transition Center - Medical	\$0.00
10-61320-271-000-00-000-000	Tourism/Hospitality - Medical	\$0.00
10-61330-271-000-00-000-000	Health Assistant - Medical	\$0.00
10-61341-271-000-00-000-000	Early Childhood Education - Medical	\$0.00
10-61342-271-000-00-000-000	Culinary - Medical	\$0.00
10-61370-271-000-00-000-000	Technical Instruction - Medical	\$0.00
10-61380-271-000-00-000-000	Trade and Industrial - Medical	\$117,284.30
10-61380-271-663-00-000-000	Trade and Industrial - Medical (Perkin	\$0.00
10-61390-271-000-00-000-000	Other Voc Ed - Medical	\$0.00
10-61442-271-000-00-000-000	Career Alternative Education - Medica	\$0.00
10-61610-271-000-00-000-000	RCTC - Medical	\$0.00
10-62122-271-000-00-000-000	Pupil Personnel - Medical	\$0.00
10-62260-271-000-00-000-000	Curriculum Development - Medical	\$0.00
10-62360-271-000-00-000-000	Director Services - Medical	\$0.00
10-62380-271-000-00-000-000	Principal/High School Secretary - Medi	\$0.00
10-62511-271-000-00-000-000	Business Services - Medical	\$0.00
10-62611-271-000-00-000-000	Maintenance Supervisor - Medical	\$0.00
10-62619-271-000-00-000-000	Maintenance/Custodial - Medical	\$0.00
10-62830-271-000-00-000-000	HR-QUALITY- EAP	\$0.00
10-62831-271-000-00-000-000	HR/Quality - Medical	\$0.00

Erie County Technical School

Statement of Activities - General Fund

July 1, to August 31, 2020

		<u>7/1/2020 8/31/2020</u>
10-62840-271-000-00-000-000	Technology Services - Medical	\$0.00
10-61290-272-000-00-000-000	Transition Center - Supplemental Bene	\$0.00
10-61320-272-000-00-000-000	Tourism/Hospitality - Dental/Vision	\$0.00
10-61330-272-000-00-000-000	Health Assistant - Dental/Vision	\$0.00
10-61341-272-000-00-000-000	Early Childhood Education - Dental/Vi	\$0.00
10-61342-272-000-00-000-000	Culinary - Dental/Vision	\$0.00
10-61370-272-000-00-000-000	Technical Instruction - Dental/Vision	\$0.00
10-61380-272-000-00-000-000	Trade and Industrial - Dental/Vision	\$4,655.98
10-61380-272-663-00-000-000	Trade and Industrial - Dental/Vision (	\$0.00
10-61390-272-000-00-000-000	Other Voc Ed - Dental/Vision	\$0.00
10-61442-272-000-00-000-000	Career Alternative Education - Dental/	\$0.00
10-62122-272-000-00-000-000	Pupil Personnel - Dental/Vision	\$0.00
10-62260-272-000-00-000-000	Curriculum Development - Dental/Vi	\$0.00
10-62360-272-000-00-000-000	Director Services - Dental/Vision	\$0.00
10-62380-272-000-00-000-000	Principal/High School Secretary - Dent	\$0.00
10-62511-272-000-00-000-000	Business Services - Dental/Vision	\$0.00
10-62611-272-000-00-000-000	Maintenance Supervisor - Dental/Vis	\$0.00
10-62619-272-000-00-000-000	Maintenance/Custodial - Dental/Visio	\$0.00
10-62830-272-000-00-000-000	HR-QUALITY- EAP	\$0.00
10-62831-272-000-00-000-000	HR/Quality - Dental/Vision	\$0.00
10-62840-272-000-00-000-000	Technology Services - Dental/Vision	\$0.00
10-61290-290-000-00-000-000	Transition Center - 403(b) payments	\$0.00
10-61341-290-000-00-000-000	Early Childhood Education - 403(b) p	\$0.00
10-61342-290-000-00-000-000	Culinary - 403(b) payments	\$0.00
10-61370-290-000-00-000-000	Technical Instruction - 403(b) payment	\$0.00
10-61380-290-000-00-000-000	Trade and Industrial - 403(b) payment	\$0.00
10-61380-290-663-00-000-000	Trade and Industrial - 403(b) payment	\$0.00
10-61390-290-000-00-000-000	Other Voc Ed - 403(b) payments	\$0.00
10-61610-290-100-40-000-000	RCTC - 403(b) payments	\$0.00
10-62122-290-000-00-000-000	Pupil Personnel - 403(b) payments	\$0.00
10-62260-290-000-00-000-000	Curriculum Development - 403(b) pay	\$0.00
10-62360-290-000-00-000-000	Director Services - 403(b) payments	\$0.00
10-62380-290-000-00-000-000	Principal/High School Secretary - 403(	\$0.00

Erie County Technical School

Statement of Activities - General Fund

July 1, to August 31, 2020

		<u>7/1/2020 8/31/2020</u>
10-62511-290-000-00-000-000	Business Services - 403(b) payments	\$0.00
10-62611-290-000-00-000-000	Maintenance Supervisor - 403(b) pay	\$0.00
10-62619-290-000-00-000-000	Maintenance/Custodian - 403(b) paym	\$0.00
10-62830-290-000-00-000-000	HR-QUALITY- EAP	\$0.00
10-62834-324-000-00-000-000	Staff Development - Employee Trainin	\$1,548.00
10-61442-329-000-00-000-000	Career Alternative Education - Profess	\$0.00
10-62122-329-663-00-000-000	Pupil Personnel - Professional Services	\$0.00
10-62271-329-663-00-000-000	Instructional Staff Development - Certi	\$0.00
10-61290-330-000-00-000-000	Transition Center - Contracted Substitu	\$0.00
10-61380-330-000-00-000-000	Trade and Industrial - Contracted Subs	\$0.00
10-61610-330-100-40-000-000	RCTC - Contracted Services	\$27,728.40
10-62122-330-000-00-000-000	Pupil Personnel - Advertising Services	\$0.00
10-62260-330-000-00-000-000	Curriculum Development - Accredita	\$171.00
10-62271-330-000-00-000-000	Instructional Staff Development -Profe	\$0.00
10-62310-330-000-00-000-000	Board Services - Professional Services	\$0.00
10-62350-330-000-00-000-000	Professional Services - Legal and Acco	\$12,382.50
10-62360-330-000-00-000-000	Directors Services - Superintendent Pr	\$0.00
10-62370-330-000-00-000-000	Community Services - Fees	\$0.00
10-62411-330-000-00-000-000	Health Services - Professional Services	\$0.00
10-62500-330-000-00-000-000	62500	\$0.00
10-62511-330-000-00-000-000	Business Services - Contracted Payroll	\$1,832.54
10-62660-330-360-00-000-000	PCCD School Safety and Security Co	\$0.00
10-62830-330-000-00-000-000	HR/Quality - Staff Services - Other P	\$0.00
10-62839-330-000-00-000-000	HR/Quality - ISO Audit	\$0.00
10-64400-330-000-00-000-000	Building - Architect/Professional Serv	\$0.00
10-62600-340-000-00-000-000	Maintenance - Contracted Services (H	\$0.00
10-62600-340-000-00-801-000	Maintenance - Contracted Services (S	\$0.00
10-62620-340-000-00-000-000	Maintenance - Contracted Services	\$0.00
10-62620-340-000-00-801-000	Maintenance - Contracted Services (S	\$0.00
10-62830-340-000-00-000-000	HUMAN/QUALITY RESOURCE - T	\$0.00
10-61442-348-000-00-000-000	Career Alternative Education - Profess	\$0.00
10-62840-348-000-00-000-000	Technology Services - Professional Se	\$14,965.97
10-62660-360-000-00-000-000	Safe Schools	\$0.00

Erie County Technical School

Statement of Activities - General Fund

July 1, to August 31, 2020

		<u>7/1/2020 8/31/2020</u>
10-62600-411-000-00-000-000	DISPOSAL SERVICES	\$0.00
10-62620-411-000-00-000-000	Maintenance - Disposal Services	\$2,073.08
10-62630-412-000-00-000-000	Care of Grounds - Snow Removal	\$0.00
10-62630-414-000-00-000-000	Care of Grounds - Lawn Care	\$2,488.72
10-62600-415-000-00-000-000	Maintenance - High School Laundry/D	\$0.00
10-62620-415-000-00-000-000	Maintenance - High School Laundry/D	\$316.00
10-62600-422-000-00-000-000	Maintenance - Electricity (High Schoo	\$0.00
10-62600-422-000-00-801-000	Maintenance - Electricity (Skills Cent	\$0.00
10-62620-422-000-00-000-000	Maintenance - Electricity (High Schoo	\$16,059.33
10-62620-422-000-00-801-000	Maintenance - Electricity (Skills Cent	\$3,653.42
10-62600-424-000-00-000-000	Maintenance - Water/Sewer	\$0.00
10-62620-424-000-00-000-000	Maintenance - Water/Sewer	\$367.12
10-61380-430-000-00-000-000	Trade and Industrial - High School Rep	\$0.00
10-62600-430-000-00-000-000	Maintenance - Repairs and Maintenan	\$0.00
10-62600-430-000-00-801-000	Maintenance - Repairs and Maintenan	\$0.00
10-62620-430-000-00-000-000	Maintenance - Repairs and Maintenan	\$251.12
10-62620-430-000-00-801-000	Maintenance - Repairs and Maintenan	\$0.00
10-62640-430-000-00-000-000	Operations and Maintenance - Repairs	\$2,187.75
10-62640-430-000-00-801-000	Operations and Maintenance - Repairs	\$0.00
10-64200-430-000-00-000-000	Site Improvements - Repairs	\$12,616.00
10-64600-430-000-00-000-000	Building Improvments - Repairs	\$8,780.00
10-62840-438-000-00-000-000	Technology Services - Service Contrac	\$205.40
10-62600-521-000-00-000-000	Maintenance - Property and Liability I	\$0.00
10-62600-521-000-00-801-000	Maintenance - Property and Liability I	\$0.00
10-62620-521-000-00-000-000	Maintenance - Property and Liability I	\$42,664.30
10-62620-521-000-00-801-000	Maintenance - Property and Liability I	\$4,807.80
10-62310-525-000-00-000-000	Board Services - E&O and Bonding I	\$9,677.00
10-61610-530-100-40-000-000	RCTC - Postage	\$0.00
10-62310-530-000-00-000-000	Board Services - Postage	\$2,427.00
10-62840-538-000-00-000-000	Technology Services - Communication/	\$1,142.54
10-61610-540-100-40-000-000	RCTC - Advertising	\$0.00
10-62310-540-000-00-000-000	Board Services - Advertising - Legal A	\$146.40
10-62380-540-100-40-000-000	SALARY-PRINCIPAL	\$0.00

Erie County Technical School

Statement of Activities - General Fund

July 1, to August 31, 2020

		<u>7/1/2020 8/31/2020</u>
10-62830-540-000-00-000-000	HR-QUALITY- EAP	\$0.00
10-62832-540-000-00-000-000	HR/Quality - Advertising and Recrui	\$0.00
10-62122-550-000-00-000-000	Pupil Personnel - Admissions Printing	\$0.00
10-61290-580-000-00-000-000	Transition Center - Field Trips/Travel	\$0.00
10-61341-580-000-00-000-000	Early Childhood Education - Travel	\$0.00
10-61380-580-000-00-000-001	Trade and Industrial - Travel Fund Rai	\$0.00
10-61380-580-663-00-000-000	Trade and Industrial - Travel (Perkins)	\$0.00
10-61442-580-000-00-000-000	Career Alternative Education - Travel	\$0.00
10-61610-580-100-40-000-000	RCTC - Travel	\$0.00
10-62122-580-000-00-000-001	Pupil Personnel - Travel - Career Plann	\$0.00
10-62122-580-000-00-000-003	Pupil Personnel - Travel - Admissions	\$0.00
10-62122-580-000-00-000-005	Pupil Personnel - Travel - Co-op	\$0.00
10-62122-580-000-00-000-006	Pupil Personnel - Travel - Special Educ	\$0.00
10-62260-580-000-00-000-000	Curriculum Development - Travel	\$0.00
10-62271-580-000-00-000-000	Instructional Staff Development - Trave	\$0.00
10-62360-580-000-00-000-000	Director Services - Travel	\$0.00
10-62380-580-000-00-000-000	ADMIN-H.S. PRINCIPAL TRAVEL	\$0.00
10-62511-580-000-00-000-000	Business Services - Travel	\$0.00
10-62600-580-000-00-000-000	Maintenance - Travel	\$0.00
10-62630-580-000-00-000-000	CARE OF GROUNDS - SNOW REM	\$0.00
10-62659-580-000-00-000-000	Operation and Maintenance - Travel/A	\$0.00
10-62831-580-000-00-000-000	HR/Quality - Travel	\$0.00
10-62834-580-000-00-000-000	Staff Development - Travel - Non-Instr	\$0.00
10-62840-580-000-00-000-000	Technology Services - Local Travel	\$0.00
10-63210-580-000-00-000-000	Student Activity - Travel	\$0.00
10-62310-581-000-00-000-000	Board Services - Board Local Mileage	\$136.29
10-61290-610-000-00-000-000	Transition Center - Special Needs-Instr	\$179.97
10-61290-610-000-00-000-001	Transition Center - Supplies	\$23.90
10-61290-610-000-00-000-002	Transition Center - Supplies for Resale	\$0.00
10-61320-610-000-00-000-000	Tourism/Hospitality - Supplies	\$0.00
10-61330-610-000-00-000-000	Health Assistant - Supplies	\$0.00
10-61330-610-663-00-000-000	Health Assistant - Supplies (Perkins)	\$0.00
10-61341-610-000-00-000-000	Early Childhood Education - Supplies	\$0.00

Erie County Technical School

Statement of Activities - General Fund

July 1, to August 31, 2020

	<u>7/1/2020 8/31/2020</u>
10-61341-610-663-00-000-000	Early Childhood Education - Supplies (\$0.00
10-61342-610-000-00-000-000	Culinary - Supplies \$0.00
10-61342-610-000-00-000-001	Culinary - Supplies \$85.94
10-61342-610-663-00-000-000	Culinary - Supplies (Perkins) \$0.00
10-61370-610-000-00-000-000	Technical Instruction - Supplies \$0.00
10-61370-610-000-00-000-261	Technical Instruction - Computer Prog \$125.93
10-61370-610-000-00-000-262	Technical Instruction - Drafting and D \$508.08
10-61370-610-000-00-000-263	Technical Instruction - Electronics - S \$0.00
10-61370-610-000-00-000-264	Technical Instruction - Computer Netw \$0.00
10-61370-610-000-00-000-272	SALARY-TECHNICAL INSTRUCTO \$0.00
10-61370-610-663-00-000-000	Technical Instruction - Supplies (Perk \$0.00
10-61380-610-000-00-000-000	SALARY-T & I \$0.00
10-61380-610-000-00-000-265	Trade and Industrial - Art and Design - \$1,501.88
10-61380-610-000-00-000-266	Trade and Industrial - Graphic Arts - S \$0.00
10-61380-610-000-00-000-270	Trade and Industrail - Auto Body - Sup \$0.00
10-61380-610-000-00-000-271	Trade and Industrial - Auto Tech - Sup \$133.00
10-61380-610-000-00-000-272	Trade and Industrial - Construction Tr \$0.00
10-61380-610-000-00-000-273	Trade and Industrial - Cosmetology - S \$23.90
10-61380-610-000-00-000-275	Trade and Industrial - Electrical Engine \$0.00
10-61380-610-000-00-000-277	Trade and Industrial - Precision Machin \$0.00
10-61380-610-000-00-000-278	Trade and Industrial - Facilities Mainte \$0.00
10-61380-610-000-00-000-279	Trade and Industrial - Metal Fabricati \$0.00
10-61380-610-000-00-000-290	Trade and Industrial - Graduation Supp \$576.60
10-61380-610-000-00-000-291	Trade and Industrial - Copier Paper Re \$2,272.00
10-61380-610-000-00-000-292	Trade and Industrial - Repair Parts \$0.00
10-61380-610-000-00-000-293	Trade and Industrail - Miscellaneous L \$0.00
10-61380-610-000-00-000-294	Trade and Industrial - Instructional Sup \$0.00
10-61380-610-663-00-000-000	Trade and Industrial - Instructional Sup \$0.00
10-61390-610-000-00-000-000	Other Voc Ed - Supplies \$0.00
10-61390-610-000-00-000-001	Other Voc Ed - Math Supplies \$0.00
10-61390-610-000-00-000-002	Other Vocational Ed - Literacy Suppli \$0.00
10-61390-610-000-00-000-003	Other Vocational Ed - "New" Math Su \$0.00
10-61442-610-000-00-000-000	Career Alternative Education - Supplie \$0.00

Erie County Technical School

Statement of Activities - General Fund

July 1, to August 31, 2020

	<u>7/1/2020 8/31/2020</u>
10-61610-610-000-00-000-000	RCTC Supplies \$0.00
10-61610-610-100-40-000-000	RCTC - Supplies \$266.78
10-62122-610-000-00-000-000	PUPIL PERSONEL-COUNSELLOR S \$0.00
10-62122-610-000-00-000-001	Pupil Personnel - Supplies - Career Pl \$36.66
10-62122-610-000-00-000-002	Pupil Personnel - Advertising - Newspaper \$0.00
10-62122-610-000-00-000-003	Pupil Personnel - Supplies - Admission \$515.98
10-62122-610-000-00-000-004	Pupil Personnel - Supplies - Special Ed \$365.72
10-62122-610-000-00-000-005	Pupil Personnel - Supplies - Co-op (\$537.50)
10-62260-610-000-00-000-000	Curriculum Development - Supplies \$0.00
10-62271-610-000-00-000-003	INST STAFF DEV- CERT TUITION \$0.00
10-62310-610-000-00-000-000	Board Services - Supplies (JOC Meetin \$11.22
10-62360-610-000-00-000-000	Director Services - Supplies \$1,269.50
10-62380-610-000-00-000-000	Principal/High School Secretary - Hig \$1,627.41
10-62380-610-000-00-000-001	Principaly/High School Secretary - Inf \$0.00
10-62380-610-000-00-000-293	SALARY-PRINCIPAL \$0.00
10-62380-610-100-40-000-000	SALARY-PRINCIPAL \$0.00
10-62440-610-000-00-000-000	Health Services - Supplies \$0.00
10-62500-610-000-00-000-000	Business Services - Supplies \$0.00
10-62511-610-000-00-000-000	Business Services - Supplies \$102.40
10-62600-610-000-00-000-000	Maintenance - Supplies \$0.00
10-62620-610-000-00-000-000	Maintenance - Supplies (High School) \$24,634.55
10-62620-610-000-00-801-000	Maintenance - Supplies (Skills Center) \$0.00
10-62660-610-000-00-000-000	Safe School Supplies \$337.50
10-62660-610-000-00-000-001	Safety Grant Supplies \$13,010.42
10-62660-610-240-00-000-000	Safe Schools \$0.00
10-62660-610-240-00-000-001	Safe Schools - PCCD COVID Supplie \$13,714.50
10-62660-610-360-00-000-000	PCCD School Safety and Security Su \$0.00
10-62660-610-390-00-000-000	PDE GEER COVID Emergency Grant - \$0.00
10-62660-610-986-00-000-000	PCCD COVID 19 School Safety Sup \$0.00
10-62830-610-000-00-000-000	HR-QUALITY- EAP \$0.00
10-62831-610-000-00-000-000	HR/Quality - Supplies (\$241.00)
10-62834-610-000-00-000-000	Staff Development - Emmmployee Traini \$0.00
10-62840-610-000-00-000-000	TECHNOLOGY SERVICES -ADMIN \$0.00

Erie County Technical School

Statement of Activities - General Fund

July 1, to August 31, 2020

	<u>7/1/2020 8/31/2020</u>
10-62840-618-000-00-000-000	Technology Services - Supplies \$3,673.65
10-62840-618-000-00-000-001	Technology - printer toner stock \$0.00
10-62840-618-663-00-000-000	Technology Services - Perkins Grant S \$0.00
10-62600-621-000-00-000-000	Maintenance - Natural Gas (High Sch \$0.00
10-62600-621-000-00-801-000	Maintenance - Natural Gas (Skills Cen \$0.00
10-62620-621-000-00-000-000	Maintenance - Natural Gas (High Sch \$971.48
10-62620-621-000-00-801-000	Maintenance - Natural Gas (Skills Cen \$523.43
10-62620-622-000-00-000-000	Maintenance - Electricity (High Schoo \$0.00
10-62620-622-000-00-801-000	Maintenance - Electricity (Skills Cent \$0.00
10-62600-624-000-00-000-000	Maintenance - Fuel Oil \$0.00
10-62600-626-000-00-000-000	Operation & Maint Plant Svcs -EQUIP \$0.00
10-62620-626-000-00-000-000	MAINTENANCE - CONTRACTED S \$0.00
10-62650-626-000-00-000-000	Vehicle Operations - Gasoline/Diesel \$289.20
10-61442-635-000-00-000-000	Career Alternative Education - Meals/R \$0.00
10-62122-635-000-00-000-001	Pupil Personnel - Meals - Career Planni \$0.00
10-62122-635-000-00-000-003	Pupil Personnel - Meals - Admissions \$0.00
10-62122-635-000-00-000-005	Pupil Personnel - Meals - Co-op \$0.00
10-62260-635-000-00-000-000	Curriculum Development - Food \$0.00
10-62310-635-000-00-000-000	Board Services -Meals/Refreshments \$967.07
10-62360-635-000-00-000-000	Director Services - Meals and Refreshm \$193.05
10-62380-635-000-00-000-000	Principal/High School Secretary - Meal \$191.42
10-62830-635-000-00-000-000	HR-QUALITY- EAP \$0.00
10-62831-635-000-00-000-000	HR/Quality - Meals and Refreshments \$0.00
10-61320-640-000-00-000-000	Tourism/Hospitality - Textbooks \$0.00
10-61330-640-000-00-000-000	Health Assistant - Textbook \$0.00
10-61342-640-000-00-000-000	Culinary - Textbooks \$0.00
10-61370-640-000-00-000-000	Technical Instruction - Textbooks \$0.00
10-61380-640-000-00-000-000	Trade and Industrial - Textbooks \$3,730.25
10-61380-640-000-00-000-290	Trade and Industrial - Textbooks \$6,026.00
10-61390-640-000-00-000-000	Other Vocational Ed - Textbooks \$0.00
10-61610-640-100-40-000-000	RCTC- Textbooks \$0.00
10-61290-648-000-00-000-000	Transition Center-Software \$6,212.00
10-61320-648-000-00-000-000	SALARY-LODGING MANAGEMEN \$0.00

Erie County Technical School

Statement of Activities - General Fund

July 1, to August 31, 2020

		<u>7/1/2020 8/31/2020</u>
10-61370-648-000-00-000-000	Technical Instruction - Software	\$3,500.00
10-61380-648-000-00-000-000	Trade & Industrial - Software	\$0.00
10-61380-648-000-00-000-290	Trade and Industrial - Lab Software	\$4,250.00
10-61380-648-663-00-000-000	Trade and Industriail - Lab Software (P	\$0.00
10-61610-648-100-40-000-000	RCTC Supplies - Software	\$0.00
10-62840-648-000-00-000-000	Technology Services - Software	\$0.00
10-62840-650-000-00-000-000	TECHNOLOGY SERVICES -SUPP	\$0.00
10-62840-658-000-00-000-000	TECHNOLOGY SERVICES -SOFT	\$0.00
10-61341-750-663-00-000-000	Early Childhood Education - Equipmen	\$0.00
10-61380-750-000-00-000-000	Trade and Industriail - Equipment	\$0.00
10-61380-750-240-00-000-000	Trade and Industrial - CTE Equipment	\$0.00
10-61380-750-663-00-000-000	Trade and Industrial - Equipment (Per	\$0.00
10-62600-750-000-00-000-000	Operation & Maint Plant Svcs -EQUIP	\$0.00
10-62640-750-000-00-000-000	Operations and Maintenance - Equipme	\$0.00
10-62660-750-390-00-000-000	PDE GEER COVID Emergency Grant -	\$0.00
10-64600-750-000-00-000-000	Existing Building Ipimprovement Servic	\$0.00
10-62840-758-000-00-000-000	Technology Services - Equipment	\$0.00
10-62840-758-000-00-000-100	Technology Services - Equipment PCC	(\$31,631.72)
10-61380-810-000-00-000-000	SALARY-T & I	\$0.00
10-62271-810-000-00-000-000	Instructional Staff Development - Due	\$1,332.00
10-62310-810-000-00-000-000	Board Services - Dues and Fees	\$3,440.00
10-62834-810-000-00-000-000	Staff Development - Dues - Non-Instru	\$653.71
10-63390-810-000-00-000-000	Other Community Services - Co-op C	\$0.00
10-65220-931-000-00-000-000	Capital Reserve - Fund Transfers	\$0.00
10-65230-931-000-00-000-000	Capital Project Fund - Transfers	\$0.00
10-65251-939-000-00-000-000	Food Servies Fund - Transfers	\$0.00
10-65900-990-000-00-000-000	Budgetary Reserve	\$0.00
10-65900-990-100-00-000-000	65900	\$0.00
10-65900-990-100-40-000-000	Budgetary Reserve - RCTC	\$0.00
Total Expenses		<u><u>\$959,527.57</u></u>

Erie County Technical School
Statement of Activities - General Fund
July 1, to August 31, 2020

NET SURPLUS/(DEFICIT)	<u>\$6,346.44</u>
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Erie County Technical School
Statement of Activities - General Fund
July 1, to August 31, 2020

Report name: GF - ALL NO FILTERS
Chart template: Default
Include account levels 1 to 4
Include accounts with no activity
Include inactive accounts
User has access to all accounts
User has access to all Projects
Include these Funds: 10
Include all Account Codes
Include all Accounts
Include all Account Attributes
Include all Projects
Include all Project Attributes
Include all Transaction Attributes
Include all Classes
Include all Journals
Include all Not Yet Posted Transactions

Include all Project Types
Include all Project Statuses
Include all Project Divisions
Include all Project Departments
Include all Project Locations
Include all Object(s)
Include all Funding Source(s)
Include all Institutional Org(s)
Include all Operations Unit(s)
Include all Subject Matter(s)

Column 1 criteria:
Heading:
Definition: Account Number

Column 2 criteria:
Heading:
Definition: Account Description

Column 3 criteria:
Heading: 7/1/2020 8/31/2020
Include these dates: <Specific fiscal periods> (7/1/2020 to 8/31/2020)
Definition: {Actual}

Column 4 criteria:
Heading: Budget
Include these dates: Last fiscal year (7/1/2019 to 6/30/2020)
Definition: {Original Budget[2020]}

Erie County Technical School
Statement of Activities - General Fund
July 1, to August 31, 2020

Column 5 criteria:
Heading: FINAL BUDGET
Include these dates: Last fiscal year (7/1/2019 to 6/30/2020)
Definition: {Adjusted Budget[2020C]}

Column 6 criteria:
Heading: Variance
Include these dates: Last fiscal year (7/1/2019 to 6/30/2020)
Definition: {Column 3} - {Column 5}

Erie County Technical School

Statement of Activities

Capital Projects - July 1 to August 31, 2020

		<u>7/1/2020 to 8/31/2020</u>
Revenues		
31-46510-000-000-00-000-00	INTEREST EARNINGS	\$76.08
31-46999-000-000-00-000-00	School District Contributions - RENOVATION DESIGN	\$225,000.00
31-46999-000-000-00-000-00	School District Contributions - Renovation reimbursable expe	\$9,389.99
31-49310-000-000-00-000-00	TRANSFERS FROM GENERAL FUND	\$0.00
Total Revenues		<u>\$234,466.07</u>
Expenses		
31-62840-650-000-00-000-00	Technology Related Supplies - Licenses	\$0.00
31-62840-750-000-00-000-00	CAPITAL PROJECTS TECHNOLOGY SERVICES -EQUIPMENT	\$0.00
31-62840-758-000-00-000-00	TECHNOLOGY Services - EQUIPMENT	(\$320.89)
31-64200-430-000-00-000-00	Existing Site Impv Svcs -REPAIRS	\$0.00
31-64200-430-000-00-000-00	Site Improvements - Fire Alarm Upgrade Project	\$12,894.02
31-64200-430-000-00-000-00	SITE IMPROVEMENTS-REPAIRS - Secure Vestibule Project	\$38,585.25
31-64300-330-000-00-000-00	Pre-Bid Documents - Architect	\$0.00
Total Expenses		<u>\$51,158.38</u>
NET SURPLUS/(DEFICIT)		<u>\$183,307.69</u>

Erie County Technical School
Statement of Activities
Student Activities - July 1 to August 31, 2020

		<u>7/1/2020 7/31/2020</u>
Revenues		
81-46510-000-000-00-000-00	INTEREST INCOME	\$0.01
81-46990-000-000-00-000-00	Student Activities Revenue - SkillsUSA	\$1,000.00
Total Revenues		<u>\$1,000.01</u>
Expenses		
81-63200-610-000-00-000-00	Student Activities -SUPPLIES- SKILLSUSA	\$0.50
81-63200-610-000-00-000-00	Student Activities -SUPPLIES-NVTHS	\$0.50
Total Expenses		<u>\$1.00</u>
NET SURPLUS/(DEFICIT)		<u>\$999.01</u>

Erie County Technical School

Bank Register Report - NWSB General Fund

NWSB GENERAL FUND

Transaction Number	Source	Transaction Type	Transaction Date	Reference	Deposits	Payments	Running Total	Post Date	Status
1139	Accounts Payable	Computer Check	8/12/2020	Boston Mutual Life Insurance Compan	\$0.00	\$680.74	(\$680.74)	8/12/2020	Reconciled
1140	Accounts Payable	Computer Check	8/12/2020	C.M. Regent Insurance Company	\$0.00	\$875.20	(\$1,555.94)	8/12/2020	Reconciled
1141	Accounts Payable	Computer Check	8/12/2020	NOREBT	\$0.00	\$57,918.00	(\$59,473.94)	8/12/2020	Reconciled
1142	Accounts Payable	Computer Check	8/28/2020	Benefit Administrators, Inc.	\$0.00	\$305.15	(\$59,779.09)	8/28/2020	Outstanding
1143	Accounts Payable	Computer Check	8/28/2020	Blick art materials	\$0.00	\$1,198.68	(\$60,977.77)	8/28/2020	Outstanding
1144	Accounts Payable	Computer Check	8/28/2020	Brigiotta's Produce & Garden Center	\$0.00	\$156.36	(\$61,134.13)	8/28/2020	Outstanding
1145	Accounts Payable	Computer Check	8/28/2020	Buseck, Barger, Bleil & Co., Inc.	\$0.00	\$8,976.00	(\$70,110.13)	8/28/2020	Outstanding
1146	Accounts Payable	Computer Check	8/28/2020	Contract Paper Group, Inc.	\$0.00	\$2,272.00	(\$72,382.13)	8/28/2020	Outstanding
1147	Accounts Payable	Computer Check	8/28/2020	Corey Long	\$0.00	\$900.00	(\$73,282.13)	8/28/2020	Reconciled
1148	Accounts Payable	Computer Check	8/28/2020	Courtney Neal	\$0.00	\$100.28	(\$73,382.41)	8/28/2020	Outstanding
1149	Accounts Payable	Computer Check	8/28/2020	Desantis Solutions	\$0.00	\$769.05	(\$74,151.46)	8/28/2020	Reconciled
1150	Accounts Payable	Computer Check	8/28/2020	Direct Energy Business	\$0.00	\$145.12	(\$74,296.58)	8/28/2020	Outstanding
1151	Accounts Payable	Computer Check	8/28/2020	ECTS-Foundation	\$0.00	\$136.29	(\$74,432.87)	8/28/2020	Reconciled
1152	Accounts Payable	Computer Check	8/28/2020	Electrical and Mechanical Systems, In	\$0.00	\$8,780.00	(\$83,212.87)	8/28/2020	Outstanding
1153	Accounts Payable	Computer Check	8/28/2020	Fagan Sanitary Supply	\$0.00	\$2,227.36	(\$85,440.23)	8/28/2020	Outstanding
1154	Accounts Payable	Computer Check	8/28/2020	Galbraith Media Access	\$0.00	\$1,021.00	(\$86,461.23)	8/28/2020	Outstanding
1155	Accounts Payable	Computer Check	8/28/2020	Industrial Appraisal Company	\$0.00	\$1,045.00	(\$87,506.23)	8/28/2020	Outstanding
1156	Accounts Payable	Computer Check	8/28/2020	Jason Klins	\$0.00	\$638.00	(\$88,144.23)	8/28/2020	Outstanding
1157	Accounts Payable	Computer Check	8/28/2020	Jemko	\$0.00	\$113.25	(\$88,257.48)	8/28/2020	Outstanding
1158	Accounts Payable	Computer Check	8/28/2020	Jessica Warren	\$0.00	\$85.94	(\$88,343.42)	8/28/2020	Reconciled
1159	Accounts Payable	Computer Check	8/28/2020	Knox McLaughlin Gornall & Sennett, P	\$0.00	\$1,646.50	(\$89,989.92)	8/28/2020	Reconciled
1160	Accounts Payable	Computer Check	8/28/2020	Koldrock Waters, Inc.	\$0.00	\$149.00	(\$90,138.92)	8/28/2020	Outstanding
1161	Accounts Payable	Computer Check	8/28/2020	Kubinski Business Systems	\$0.00	\$90.89	(\$90,229.81)	8/28/2020	Outstanding
1162	Accounts Payable	Computer Check	8/28/2020	Pa Pride, LLC	\$0.00	\$21,850.00	(\$112,079.81)	8/28/2020	Outstanding
1163	Accounts Payable	Computer Check	8/28/2020	Paragon Print Systems, Inc.	\$0.00	\$423.00	(\$112,502.81)	8/28/2020	Outstanding
1164	Accounts Payable	Computer Check	8/28/2020	Pirrello Enterprises	\$0.00	\$88.00	(\$112,590.81)	8/28/2020	Outstanding
1165	Accounts Payable	Computer Check	8/28/2020	Reinhart Food Service	\$0.00	\$967.07	(\$113,557.88)	8/28/2020	Outstanding
1166	Accounts Payable	Computer Check	8/28/2020	Sandra Carr	\$0.00	\$1,548.00	(\$115,105.88)	8/28/2020	Outstanding
1167	Accounts Payable	Computer Check	8/28/2020	Santi LLC	\$0.00	\$93.75	(\$115,199.63)	8/28/2020	Outstanding
1168	Accounts Payable	Computer Check	8/28/2020	SHI	\$0.00	\$48,577.93	(\$163,777.56)	8/28/2020	Outstanding
1169	Accounts Payable	Computer Check	8/28/2020	SJE FBO EnergyMark, LLC	\$0.00	\$100.00	(\$163,877.56)	8/28/2020	Outstanding
1170	Accounts Payable	Computer Check	8/28/2020	Summit Township Sewer Authority	\$0.00	\$38.55	(\$163,916.11)	8/28/2020	Outstanding
1171	Accounts Payable	Computer Check	8/28/2020	T.C. Paving Inc.	\$0.00	\$12,616.00	(\$176,532.11)	8/28/2020	Outstanding
1172	Accounts Payable	Computer Check	8/28/2020	Team Turf	\$0.00	\$2,488.72	(\$179,020.83)	8/28/2020	Outstanding
1173	Accounts Payable	Computer Check	8/28/2020	TestOut	\$0.00	\$3,500.00	(\$182,520.83)	8/28/2020	Outstanding
1174	Accounts Payable	Computer Check	8/28/2020	Today's Class	\$0.00	\$4,250.00	(\$186,770.83)	8/28/2020	Outstanding
1175	Accounts Payable	Computer Check	8/28/2020	Verizon Wireless	\$0.00	\$342.26	(\$187,113.09)	8/28/2020	Outstanding
1176	Accounts Payable	Computer Check	8/28/2020	Welders Supply	\$0.00	\$13.03	(\$187,126.12)	8/28/2020	Outstanding

Erie County Technical School
Bank Register Report - NWSB General Fund
 NWSB GENERAL FUND

Transaction Number	Source	Transaction Type	Transaction Date	Reference	Deposits	Payments	Running Total	Post Date	Status
1177	Accounts Payable	Computer Check	8/28/2020	Wilkins Company, Inc.	\$0.00	\$60.00	(\$187,186.12)	8/28/2020	Outstanding
1178	Accounts Payable	Computer Check	8/28/2020	Goodheart-Willcox Publisher	\$0.00	\$3,730.25	(\$190,916.37)	8/28/2020	Outstanding
1179	Accounts Payable	Computer Check	8/28/2020	Summit Township Water Authority	\$0.00	\$162.94	(\$191,079.31)	8/28/2020	Outstanding

Summary by Transaction Type

Total Deposits **\$0.00**

Less Payments by Transaction Type:

Computer Check **(\$191,079.31)**

Total Payments: **(\$191,079.31)**

Adjustments:

Payment Adjustments **\$0.00**

Deposit Adjustments **\$0.00**

Total Adjustments: **\$0.00**

Total Change in Register Balance: **(\$191,079.31)**

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
106	Accounts Payable	Bank Draft	8/19/2020	National Fuel Gas	\$0.00	\$294.69	(\$294.69)	8/19/2020	Reconciled
107	Accounts Payable	Bank Draft	8/20/2020	PA DEPARTMENT OF REVENUE	\$0.00	\$98.81	(\$393.50)	8/20/2020	Reconciled
108	Accounts Payable	Bank Draft	8/3/2020	Penelec	\$0.00	\$12,710.50	(\$13,104.00)	8/3/2020	Reconciled
109	Accounts Payable	Bank Draft	8/27/2020	PITNEY BOWES PURCHASE POWE	\$0.00	\$2,419.00	(\$15,523.00)	8/27/2020	Reconciled

Summary by Transaction Type

Total Deposits	\$0.00
Less Payments by Transaction Type:	
Bank Draft	(\$15,523.00)
Total Payments:	(\$15,523.00)
Adjustments:	
Payment Adjustments	\$0.00
Deposit Adjustments	\$0.00
Total Adjustments:	\$0.00
Total Change in Register Balance:	(\$15,523.00)

Erie County Technical School
Bank Register Report - Capital Reseve Fd - NWSB Capital Project Checking
CAPITAL PROJECTS FUND - NWSB

Transaction Number	Source	Transaction Type	Transaction Date	Reference	Deposits	Payments	Running Total	Post Date	Status
1014	Accounts Payable	Computer Check	8/28/2020	ComDoc, Inc.	\$0.00	\$69,620.00	(\$69,620.00)	8/28/2020	Outstanding
1015	Accounts Payable	Computer Check	8/28/2020	ComDoc, Inc.	\$0.00	\$14,700.00	(\$84,320.00)	8/28/2020	Outstanding
1016	Accounts Payable	Computer Check	8/28/2020	ComDoc, Inc.	\$0.00	\$980.00	(\$85,300.00)	8/28/2020	Outstanding
1017	Accounts Payable	Computer Check	8/28/2020	Considine Biebel & Company	\$0.00	\$24,770.25	(\$110,070.25)	8/28/2020	Outstanding
1018	Accounts Payable	Computer Check	8/28/2020	Dell Marketing L.P.	\$0.00	\$2,505.81	(\$110,070.25)	8/28/2020	Voided
1019	Accounts Payable	Computer Check	8/28/2020	Dell Marketing L.P.	\$0.00	\$34,821.19	(\$144,891.44)	8/28/2020	Outstanding
1020	Accounts Payable	Computer Check	8/28/2020	SHI	\$0.00	\$74,047.55	(\$144,891.44)	8/28/2020	Voided
1022	Accounts Payable	Computer Check	8/28/2020	SHI	\$0.00	\$60,270.41	(\$205,161.85)	8/28/2020	Outstanding
1023	Accounts Payable	Computer Check	8/28/2020	Keystone Electric	\$0.00	\$13,815.00	(\$218,976.85)	8/28/2020	Outstanding
1024	Accounts Payable	Computer Check	8/28/2020	Dell Marketing L.P.	\$0.00	\$2,184.92	(\$221,161.77)	8/28/2020	Outstanding

Summary by Transaction Type

Total Deposits	\$0.00
Less Payments by Transaction Type:	
Computer Check	(\$221,161.77)
Total Payments:	(\$221,161.77)
Adjustments:	
Payment Adjustments	\$0.00
Deposit Adjustments	\$0.00
Total Adjustments:	\$0.00
Total Change in Register Balance:	(\$221,161.77)

Vendor Name	Invoice Number	Invoice Date	Post Date	Invoice Balance	Potential Discount	Discount Expires On	Net Amount Due	Invoice Due Date	Days Past Due
Against The Clock									
Against The Clock	53478	8/12/2020	8/31/2020	\$2,509.60	\$0.00		\$2,509.60	8/31/2020	30
Totals for Against The Clock:				\$2,509.60	\$0.00		\$2,509.60		
Autozone									
Autozone	1825669715	8/11/2020	9/30/2020	\$599.98	\$0.00		\$599.98	9/30/2020	0
Totals for Autozone:				\$599.98	\$0.00		\$599.98		
Benefit Administrators, Inc.									
Benefit Administrators, Inc.	3538	9/16/2020	9/30/2020	\$36.00	\$0.00		\$36.00	9/30/2020	0
Benefit Administrators, Inc.	09/20SUMMARY	9/15/2020	9/30/2020	\$252.15	\$0.00		\$252.15	9/30/2020	0
Totals for Benefit Administrators, Inc.:				\$288.15	\$0.00		\$288.15		
Brigiotta's Produce & Garden Center									
Brigiotta's Produce & Garden Center	338493	9/9/2020	9/30/2020	\$149.85	\$0.00		\$149.85	9/30/2020	0
Brigiotta's Produce & Garden Center	336593	8/26/2020	9/30/2020	\$35.20	\$0.00		\$35.20	9/30/2020	0
Totals for Brigiotta's Produce & Garden Center:				\$185.05	\$0.00		\$185.05		
Cengage Learning									
Cengage Learning	71818783	9/7/2020	9/30/2020	\$1,155.00	\$0.00		\$1,155.00	9/30/2020	0
Cengage Learning	71112112	8/12/2020	9/30/2020	\$7,837.50	\$0.00		\$7,837.50	9/30/2020	0
Cengage Learning	71112109	8/12/2020	9/30/2020	\$1,237.50	\$0.00		\$1,237.50	9/30/2020	0
Totals for Cengage Learning:				\$10,230.00	\$0.00		\$10,230.00		
ComDoc, Inc.									
ComDoc, Inc.	3932000	9/1/2020	9/30/2020	\$904.10	\$0.00		\$904.10	9/30/2020	0
ComDoc, Inc.	3904705	8/10/2020	9/30/2020	\$151.39	\$0.00		\$151.39	9/30/2020	0
ComDoc, Inc.	3936456	9/4/2020	9/30/2020	\$145.44	\$0.00		\$145.44	9/30/2020	0
Totals for ComDoc, Inc.:				\$1,200.93	\$0.00		\$1,200.93		
Danielle Wiilber									
Danielle Wiilber	08/28/2020EXPENSE	8/28/2020	9/30/2020	\$69.99	\$0.00		\$69.99	9/30/2020	0
Totals for Danielle Wiilber:				\$69.99	\$0.00		\$69.99		
Desantis Solutions									
Desantis Solutions	218409	9/1/2020	9/30/2020	\$3,400.00	\$0.00		\$3,400.00	9/30/2020	0
Desantis Solutions	217273	8/21/2020	9/30/2020	\$4,822.00	\$0.00		\$4,822.00	9/30/2020	0
Totals for Desantis Solutions:				\$8,222.00	\$0.00		\$8,222.00		
Dianna Noe									
Dianna Noe	09/16/2020COS	9/16/2020	9/30/2020	\$124.83	\$0.00		\$124.83	9/30/2020	0
Totals for Dianna Noe:				\$124.83	\$0.00		\$124.83		
Direct Energy Business									

Erie County Technical School

Open Invoice Report

General Fund

Vendor Name	Invoice Number	Invoice Date	Post Date	Invoice Balance	Potential Discount	Discount Expires On	Net Amount Due	Invoice Due Date	Days Past Due
Direct Energy Business	HS02036449	9/2/2020	9/30/2020	\$268.92	\$0.00		\$268.92	9/30/2020	0
Direct Energy Business	HS02058056	9/15/2020	9/30/2020	\$9.56	\$0.00		\$9.56	9/30/2020	0
<i>Totals for Direct Energy Business:</i>				<i>\$278.48</i>	<i>\$0.00</i>		<i>\$278.48</i>		
ECTS-Foundation									
ECTS-Foundation	08/20MILEAGE	8/27/2020	9/30/2020	\$143.76	\$0.00		\$143.76	9/30/2020	0
ECTS-Foundation	MILEAGE	9/1/2020	9/30/2020	\$136.29	\$0.00		\$136.29	9/1/2020	29
<i>Totals for ECTS-Foundation:</i>				<i>\$280.05</i>	<i>\$0.00</i>		<i>\$280.05</i>		
Eduready360 LLC									
Eduready360 LLC	30000019	9/8/2020	9/30/2020	\$4,250.00	\$0.00		\$4,250.00	9/30/2020	0
Eduready360 LLC	30000018	9/8/2020	9/30/2020	\$8,500.00	\$0.00		\$8,500.00	9/30/2020	0
<i>Totals for Eduready360 LLC:</i>				<i>\$12,750.00</i>	<i>\$0.00</i>		<i>\$12,750.00</i>		
Fagan Sanitary Supply									
Fagan Sanitary Supply	167843	8/25/2020	9/30/2020	\$10,804.00	\$0.00		\$10,804.00	9/30/2020	0
Fagan Sanitary Supply	167757	9/10/2020	9/30/2020	\$447.20	\$0.00		\$447.20	9/30/2020	0
Fagan Sanitary Supply	168707	9/15/2020	9/30/2020	\$888.98	\$0.00		\$888.98	9/30/2020	0
Fagan Sanitary Supply	167954	8/25/2020	9/30/2020	\$1,879.00	\$0.00		\$1,879.00	9/30/2020	0
<i>Totals for Fagan Sanitary Supply:</i>				<i>\$14,019.18</i>	<i>\$0.00</i>		<i>\$14,019.18</i>		
General Exterminating									
General Exterminating	164899	8/24/2020	9/30/2020	\$124.00	\$0.00		\$124.00	9/30/2020	0
<i>Totals for General Exterminating:</i>				<i>\$124.00</i>	<i>\$0.00</i>		<i>\$124.00</i>		
Johnson Controls Fire Protection LP									
Johnson Controls Fire Protection LP	87046857	8/31/2020	9/30/2020	\$1,240.00	\$0.00		\$1,240.00	9/30/2020	0
<i>Totals for Johnson Controls Fire Protection LP:</i>				<i>\$1,240.00</i>	<i>\$0.00</i>		<i>\$1,240.00</i>		
Kelly Generator & Equipment, Inc.									
Kelly Generator & Equipment, Inc.	149008-1	8/31/2020	9/30/2020	\$421.88	\$0.00		\$421.88	9/30/2020	0
<i>Totals for Kelly Generator & Equipment, Inc.:</i>				<i>\$421.88</i>	<i>\$0.00</i>		<i>\$421.88</i>		
Kelly Services, Inc.									
Kelly Services, Inc.	35063202	8/31/2020	9/30/2020	\$77.00	\$0.00		\$77.00	9/30/2020	0
Kelly Services, Inc.	35063813	8/31/2020	9/30/2020	\$294.00	\$0.00		\$294.00	9/30/2020	0
Kelly Services, Inc.	36062504	9/7/2020	9/30/2020	\$220.50	\$0.00		\$220.50	9/30/2020	0
Kelly Services, Inc.	36062503	9/7/2020	9/30/2020	\$294.00	\$0.00		\$294.00	9/30/2020	0
Kelly Services, Inc.	36061492	9/7/2020	9/30/2020	\$308.00	\$0.00		\$308.00	9/30/2020	0
<i>Totals for Kelly Services, Inc.:</i>				<i>\$1,193.50</i>	<i>\$0.00</i>		<i>\$1,193.50</i>		
Knox McLaughlin Gornall & Sennett, P.C.									
Knox McLaughlin Gornall & Sennett, P.C.	2280851	9/10/2020	9/30/2020	\$1,824.00	\$0.00		\$1,824.00	9/30/2020	0

Erie County Technical School

Open Invoice Report

General Fund

Vendor Name	Invoice Number	Invoice Date	Post Date	Invoice Balance	Potential Discount	Discount Expires On	Net Amount Due	Invoice Due Date	Days Past Due
<i>Totals for Knox McLaughlin Gornall & Sennett, P.C.:</i>				<i>\$1,824.00</i>	<i>\$0.00</i>		<i>\$1,824.00</i>		
Koldrock Waters, Inc.									
Koldrock Waters, Inc.	840478	8/17/2020	9/30/2020	\$6.50	\$0.00		\$6.50	9/30/2020	0
Koldrock Waters, Inc.	843323	9/14/2020	9/30/2020	\$12.00	\$0.00		\$12.00	9/30/2020	0
Koldrock Waters, Inc.	843322	9/14/2020	9/30/2020	\$6.50	\$0.00		\$6.50	9/30/2020	0
Koldrock Waters, Inc.	841920	8/31/2020	9/30/2020	\$78.00	\$0.00		\$78.00	9/30/2020	0
Koldrock Waters, Inc.	841491	8/26/2020	9/30/2020	\$337.50	\$0.00		\$337.50	9/30/2020	0
<i>Totals for Koldrock Waters, Inc.:</i>				<i>\$440.50</i>	<i>\$0.00</i>		<i>\$440.50</i>		
Laser Creations by I.D. Systems									
Laser Creations by I.D. Systems	38562	9/23/2020	9/30/2020	\$22.44	\$0.00		\$22.44	9/23/2020	7
<i>Totals for Laser Creations by I.D. Systems:</i>				<i>\$22.44</i>	<i>\$0.00</i>		<i>\$22.44</i>		
Pa Pride, LLC									
Pa Pride, LLC	1008	8/25/2020	9/30/2020	\$4,950.00	\$0.00		\$4,950.00	9/30/2020	0
Pa Pride, LLC	1010	8/25/2020	9/30/2020	\$4,950.00	\$0.00		\$4,950.00	9/30/2020	0
Pa Pride, LLC	1011	8/25/2020	9/30/2020	\$4,950.00	\$0.00		\$4,950.00	9/30/2020	0
Pa Pride, LLC	1013	8/25/2020	9/30/2020	\$4,950.00	\$0.00		\$4,950.00	9/30/2020	0
Pa Pride, LLC	1009	8/25/2020	9/30/2020	\$4,950.00	\$0.00		\$4,950.00	9/30/2020	0
Pa Pride, LLC	1012	8/25/2020	9/30/2020	\$4,950.00	\$0.00		\$4,950.00	9/30/2020	0
<i>Totals for Pa Pride, LLC:</i>				<i>\$29,700.00</i>	<i>\$0.00</i>		<i>\$29,700.00</i>		
Reinhart Food Service									
Reinhart Food Service	627136	9/8/2020	9/30/2020	\$772.41	\$0.00		\$772.41	9/30/2020	0
Reinhart Food Service	631919	9/15/2020	9/30/2020	\$829.77	\$0.00		\$829.77	9/30/2020	0
Reinhart Food Service	631483	9/15/2020	9/30/2020	\$13.09	\$0.00		\$13.09	9/30/2020	0
Reinhart Food Service	637482	9/22/2020	9/30/2020	\$174.75	\$0.00		\$174.75	9/30/2020	0
Reinhart Food Service	634075	9/22/2020	9/30/2020	\$500.45	\$0.00		\$500.45	9/30/2020	0
Reinhart Food Service	623798	9/1/2020	9/30/2020	\$649.70	\$0.00		\$649.70	9/30/2020	0
<i>Totals for Reinhart Food Service:</i>				<i>\$2,940.17</i>	<i>\$0.00</i>		<i>\$2,940.17</i>		
Scott Electric									
Scott Electric	2135925	9/3/2020	9/30/2020	\$892.80	\$0.00		\$892.80	9/30/2020	0
Scott Electric	2141164	9/8/2020	9/30/2020	\$193.59	\$0.00		\$193.59	9/30/2020	0
<i>Totals for Scott Electric:</i>				<i>\$1,086.39</i>	<i>\$0.00</i>		<i>\$1,086.39</i>		
Sherwin - Williams									
Sherwin - Williams	6492-6	9/1/2020	9/30/2020	\$265.77	\$0.00		\$265.77	9/30/2020	0
<i>Totals for Sherwin - Williams:</i>				<i>\$265.77</i>	<i>\$0.00</i>		<i>\$265.77</i>		
SJE FBO EnergyMark, LLC									
SJE FBO EnergyMark, LLC	1170006	9/30/2020	9/30/2020	\$50.00	\$0.00		\$50.00	9/30/2020	0

Erie County Technical School

Open Invoice Report

General Fund

Vendor Name	Invoice Number	Invoice Date	Post Date	Invoice Balance	Potential Discount	Discount Expires On	Net Amount Due	Invoice Due Date	Days Past Due
<i>Totals for SJE FBO EnergyMark, LLC:</i>				\$50.00	\$0.00		\$50.00		
SME									
SME	71622053	9/16/2020	9/30/2020	\$6,150.00	\$0.00		\$6,150.00	9/30/2020	0
<i>Totals for SME:</i>				\$6,150.00	\$0.00		\$6,150.00		
Summit Township Sewer Authority									
Summit Township Sewer Authority	09/11/2020SEWER	9/11/2020	9/30/2020	\$66.82	\$0.00		\$66.82	9/30/2020	0
<i>Totals for Summit Township Sewer Authority:</i>				\$66.82	\$0.00		\$66.82		
Summit Township Water Authority									
Summit Township Water Authority	09/04/2020WATER	9/4/2020	9/30/2020	\$207.10	\$0.00		\$207.10	9/30/2020	0
<i>Totals for Summit Township Water Authority:</i>				\$207.10	\$0.00		\$207.10		
Talent Assessment									
Talent Assessment	11250	8/14/2020	8/31/2020	\$2,000.00	\$0.00		\$2,000.00	8/31/2020	30
Talent Assessment	11249	8/14/2020	8/31/2020	\$4,212.00	\$0.00		\$4,212.00	8/31/2020	30
<i>Totals for Talent Assessment:</i>				\$6,212.00	\$0.00		\$6,212.00		
The Nutrition Group									
The Nutrition Group	4262	9/3/2020	9/30/2020	\$1,055.67	\$0.00		\$1,055.67	9/30/2020	0
<i>Totals for The Nutrition Group:</i>				\$1,055.67	\$0.00		\$1,055.67		
Times Publishing Company									
Times Publishing Company	11193083120	8/31/2020	9/30/2020	\$965.00	\$0.00		\$965.00	9/30/2020	0
<i>Totals for Times Publishing Company:</i>				\$965.00	\$0.00		\$965.00		
TSA Consulting									
TSA Consulting	CYPHERT	9/23/2020	9/30/2020	\$15,000.00	\$0.00		\$15,000.00	9/30/2020	0
<i>Totals for TSA Consulting:</i>				\$15,000.00	\$0.00		\$15,000.00		
Unifirst Corporation									
Unifirst Corporation	1480442	9/15/2020	9/30/2020	\$85.90	\$0.00		\$85.90	9/30/2020	0
Unifirst Corporation	1480421	9/15/2020	9/30/2020	\$141.03	\$0.00		\$141.03	9/30/2020	0
Unifirst Corporation	1481972	9/22/2020	9/30/2020	\$141.03	\$0.00		\$141.03	9/30/2020	0
Unifirst Corporation	078 1477308	9/1/2020	9/30/2020	\$141.03	\$0.00		\$141.03	9/30/2020	0
Unifirst Corporation	078 1477330	9/1/2020	9/30/2020	\$82.90	\$0.00		\$82.90	9/30/2020	0
Unifirst Corporation	078 1478847	9/8/2020	9/30/2020	\$145.01	\$0.00		\$145.01	9/30/2020	0
Unifirst Corporation	078/ 0148870	9/8/2020	9/30/2020	\$85.24	\$0.00		\$85.24	9/30/2020	0
<i>Totals for Unifirst Corporation:</i>				\$822.14	\$0.00		\$822.14		
Verizon Wireless									
Verizon Wireless	9862294509	9/7/2020	9/30/2020	\$324.86	\$0.00		\$324.86	9/29/2020	1
<i>Totals for Verizon Wireless:</i>				\$324.86	\$0.00		\$324.86		

Erie County Technical School

Open Invoice Report

General Fund

Vendor Name	Invoice Number	Invoice Date	Post Date	Invoice Balance	Potential Discount	Discount Expires On	Net Amount Due	Invoice Due Date	Days Past Due
Wilkins Company, Inc.									
Wilkins Company, Inc.	53341	9/3/2020	9/30/2020	\$2,666.24	\$0.00		\$2,666.24	9/30/2020	0
Totals for Wilkins Company, Inc.:				\$2,666.24	\$0.00		\$2,666.24		
WIN Learning, Inc.									
WIN Learning, Inc.	3072574	9/23/2020	9/23/2020	\$3,500.00	\$0.00		\$3,500.00	9/23/2020	7
Totals for WIN Learning, Inc.:				\$3,500.00	\$0.00		\$3,500.00		
WM. T. Spaeder Co. Inc.									
WM. T. Spaeder Co. Inc.	W18009	9/16/2020	9/30/2020	\$3,440.04	\$0.00		\$3,440.04	9/30/2020	0
WM. T. Spaeder Co. Inc.	W18078	9/18/2020	9/30/2020	\$235.76	\$0.00		\$235.76	9/30/2020	0
Totals for WM. T. Spaeder Co. Inc.:				\$3,675.80	\$0.00		\$3,675.80		
GRAND TOTALS:				\$130,712.52	\$0.00		\$130,712.52		

Erie County Technical School

Open Invoice Report

General Fund

Report name: New Open Invoice Report

Report format: Detail

Show invoices open as of: 9/30/2020

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

Vendor Name	Invoice Number	Invoice Date	Post Date	Invoice Balance	Potential Discount	Discount Expires On	Net Amount Due	Invoice Due Date	Days Past Due
Considine Biebel & Company									
Considine Biebel & Company	pmtapplication #2	9/9/2020	9/30/2020	\$85,862.25	\$0.00		\$85,862.25	9/30/2020	0
Totals for Considine Biebel & Company:				\$85,862.25	\$0.00		\$85,862.25		
Electrical and Mechanical Systems, Inc.									
Electrical and Mechanical Systems, Inc.	8029	8/31/2020	9/30/2020	\$2,300.00	\$0.00		\$2,300.00	9/30/2020	0
Totals for Electrical and Mechanical Systems, Inc.:				\$2,300.00	\$0.00		\$2,300.00		
HRLC Architects, LLC									
HRLC Architects, LLC	2/3 pre-bid 2020	7/1/2020	7/31/2020	\$234,393.00	\$0.00		\$234,393.00	7/31/2020	61
Totals for HRLC Architects, LLC:				\$234,393.00	\$0.00		\$234,393.00		
SHI									
SHI	S51961914	6/19/2020	6/30/2020	\$13,777.14	\$0.00		\$13,777.14	6/25/2020	97
Totals for SHI:				\$13,777.14	\$0.00		\$13,777.14		
GRAND TOTALS:				\$336,332.39	\$0.00		\$336,332.39		

VISA Statement August 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	07/29/2020
Birchard	10-04990-000-000-00-000-273	552.98	Customer Service/Shows	07/30/2020
Birchard	10-04990-000-000-00-000-273	4222.81	Burmax Inc	07/30/2020
Birchard	10-62620-415-000-00-000-000	158.00	Cintas Corp	08/05/2020
Birchard	10-61380-610-000-00-000-265	56.97	Amzn Mktp Us	08/10/2020
Birchard	10-62122-610-000-00-000-003	15.98	Amazon.Com*mm4l88n51 Amzn	08/13/2020
Birchard	10-61380-610-000-00-000-265	85.35	Amzn Mktp Us	08/13/2020
Birchard	10-62620-411-000-00-000-000	1036.54	Waste Mgmt Wm Ezpay	08/14/2020
Birchard	10-61370-610-000-00-000-261	125.93	Amzn Mktp Us	08/17/2020
Birchard	10-61370-610-000-00-000-262	508.08	Amzn Mktp Us	08/17/2020
Birchard	10-61380-610-000-00-000-265	66.96	Amzn Mktp Us	08/17/2020
Birchard	10-62122-610-000-00-000-001	36.66	Officemax/Officedept#6877	08/19/2020
Birchard	10-62840-538-000-00-000-000	229.01	Velocity Network Inc	08/21/2020
Birchard	10-61380-610-000-00-000-265	39.95	Shao W Fang	08/24/2020
Birchard	10-61290-610-000-00-000-000	179.97	Amzn Mktp Us	08/26/2020
Birchard	10-61380-610-000-00-000-265	28.97	Amzn Mktp Us	08/27/2020
Carr	10-61380-640-000-00-000-290	1436.40	Cengage Learning, Inc	08/12/2020
Carr	10-62122-610-000-00-000-004	16.16	Tops Markets #667	08/21/2020
Carr	10-62122-610-000-00-000-004	349.56	Amzn Mktp Us	08/25/2020
Carr	10-61380-640-000-00-000-290	2080.00	Ntlrest-Ahlei-Nrfsp	08/27/2020
Fair	10-62840-618-000-00-000-000	7.26	Lowes #00226	07/29/2020
Fair	10-62840-618-000-00-000-000	109.68	Lowes #00226	07/31/2020
Heberle	10-61610-610-100-40-000-000	100.05	Quill Corporation	08/10/2020
Heberle	10-61610-610-100-40-000-000	11.99	Quill Corporation	08/13/2020
Marzka	10-62650-626-000-00-000-000	191.20	E L Heard & Son	08/03/2020
Marzka	10-62620-610-000-00-000-000	38.87	Blaze Pizza #1206	08/04/2020
Marzka	10-62620-610-000-00-000-000	50.13	Kura Sushi Garden Grove	08/06/2020
Mello	10-62620-610-000-00-000-000	70.78	Lowes #00226	08/04/2020
Mello	10-62620-610-000-00-000-000	242.88	Lowes #00226	08/27/2020
Smith	10-62840-618-000-00-000-000	100.00	Paypal	08/03/2020
Smith	10-62840-618-000-00-000-000	19.98	Paypal	08/03/2020
Smith	10-62840-618-000-00-000-000	269.90	Amzn Mktp Us	08/06/2020
Smith	10-62840-618-000-00-000-000	347.70	Amzn Mktp Us	08/12/2020
Tarasovitch	10-61380-610-000-00-000-290	524.00	Sp2	08/04/2020
Tarasovitch	10-62380-610-000-00-000-000	30.75	Officemax/Officedept#6877	08/10/2020
Tarasovitch	10-61380-610-000-00-000-271	39.99	Pa I/M Training Mod	08/20/2020
Tarasovitch	10-61380-610-000-00-000-271	39.99	Pa I/M Training Mod	08/26/2020
Tarasovitch	10-61380-610-000-00-000-271	39.99	Pa I/M Training Mod	08/26/2020
Vonvolkenburg	10-62620-610-000-00-000-000	51.45	Jorgenson Lockers	07/30/2020
Vonvolkenburg	10-62620-610-000-00-000-000	63.15	Wal-Mart #2278	08/05/2020
Vonvolkenburg	10-62620-610-000-00-000-000	122.12	Lowes #00226	08/19/2020
Vonvolkenburg	10-62660-610-240-00-000-001	504.00	Sp * Logistics Plus	08/21/2020

Total for August 2020
\$ 14,410.04

ERIE COUNTY TECHNICAL SCHOOL

PROPOSED AGENDA ITEM

DATE: September 23, 2020

SUBJECT: Resignation- Matthew Walter

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

INITIATED BY: Catherine Doty, Admin. Serv. / HR Coordinator

DESCRIPTION:

Matthew Walter, Auto Technologies Instructor, has expressed his desire to resign effective October 12, 2020. (see attached letter)

RECOMMENDATION:

Motion to accept the resignation request of Matthew Walter effective October 12, 2020.

Dear Terri Birchard,

This letter is to announcement my resignation from the Erie County Technical School effective October 12th 2020.

It has been a pleasure working with the students and staff for the past 4 years. The knowledge I have acquired while at ECTS has enabled me to continually grow at an educational professional. I will miss my daily interaction with the students but my new venture will allow me to continue to train automotive technicians throughout North America.

During my last two weeks, I'll do everything possible to wrap up my duties and train other team members. Please let me know if there's anything else I can do to aid during the transition.

Sincerely,

A handwritten signature in blue ink, appearing to read 'M. Walter', with a long, sweeping horizontal line extending to the right.

Matthew Walter

ERIE COUNTY TECHNICAL SCHOOL

PROPOSED AGENDA ITEM

DATE: September 11, 2020

SUBJECT: Custodian (C-2)

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

INITIATED BY: Catherine Doty, Administrative Services / HR Coordinator

DESCRIPTION:

The Erie County Technical School Administration recommends hiring Jason Conner as a part-time custodian at the probationary rate of \$16.68 per hour beginning on or after September 25, 2020. He will serve a 120 probationary period prior to recommendation for regular employment.

RECOMMENDATION:

Motion to hire Jason Conner as a part-time custodian at rate of \$16.68 per hour effective on or after September 25, 2020.

ERIE COUNTY TECHNICAL SCHOOL

PROPOSED AGENDA ITEM

DATE: September 11, 2020

SUBJECT: Secretary (S-2)

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

INITIATED BY: Catherine Doty, Administrative Services / HR Coordinator

DESCRIPTION:

The Erie County Technical School Administration recommends hiring Renee Heberle as a part-time Secretary at the rate of \$16.75 per hour beginning on or after September 7, 2020.

RECOMMENDATION:

Motion to ratify the hire of Renee Heberle as a part-time Secretary at rate of \$16.75 per hour effective on or after September 7, 2020.

ERIE COUNTY TECHNICAL SCHOOL

PROPOSED AGENDA ITEM

DATE: September 11, 2020

SUBJECT: Student Assistance Aide (SAA-2)

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

INITIATED BY: Catherine Doty, Administrative Services / HR Coordinator

DESCRIPTION:

The Erie County Technical School Administration recommends hiring Sharon Lytle as a part-time Student Assistance Aide the rate of \$16.71 per hour beginning on or after September 7, 2020.

RECOMMENDATION:

Motion to ratify the hire of Sharon Lytle as a part-time Student Assistance Aide at rate of \$16.71 per hour effective on or after September 14, 2020.

ERIE COUNTY TECHNICAL SCHOOL

PROPOSED AGENDA ITEM

DATE: September 16, 2020

SUBJECT: Student Assistance Aide (SAA-2)

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

INITIATED BY: Catherine Doty, Administrative Services / HR Coordinator

DESCRIPTION:

The Erie County Technical School Administration recommends hiring Amanda Brown as a part-time Student Assistance Aide the rate of \$16.71 per hour beginning on or after October 5, 2020.

RECOMMENDATION:

Motion to approve the hire of Amanda Brown as a part-time Student Assistance Aide at rate of \$16.71 per hour effective on or after October 5, 2020.

ERIE COUNTY TECHNICAL SCHOOL

PROPOSED AGENDA ITEM

DATE: September 16, 2020

SUBJECT: Long-Term Substitute for Construction Trades Instructor

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

INITIATED BY: Catherine Doty, Administrative Services / HR Coordinator

DESCRIPTION:

The Erie County Technical School Administration recommends employing Adam Trippi as the Long-Term Substitute Construction Trades Instructor for the 2020-2021 school year (one-term) at a daily rate of \$220.00.

RECOMMENDATION:

Motion to ratify the hire of Adam Trippi as the Long-Term Substitute Construction Trades Instructor for the 2020-2021 school year (one-term).

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

Roundabout

1. Dr. Walker and Solicitor Sennett received a communication from a PennDOT representative informing us that an “offer” for the property to be used for the roundabout has been approved and is being sent via registered mail.

Renovation Status

1. We received a communication from Architect Chris Coughlin informing us of the need/request for a “Hydrant Flow” test to be completed as part of the renovation project.
2. There will be a charge to the ECTS for the test – The charge was not identified at the time this report was prepared.
3. Invoices have been submitted to each of the consortium School Districts for payment two of three on the design contract – We are waiting for the invoices to be paid before paying the Architect.
4. Architect Chris Coughlin has not submitted an invoice to the ECTS for the third of three payment for the renovation pre-bid design work.

ECTS Schedule

1. Our hybrid schedule is working well.
2. In accordance with our PDE-approved health and safety plan, we will evaluate our schedule format (i.e., in-person, hybrid, remote) as we near the end of the first quarter.

RCTC

1. We are waiting for the fingerprinting equipment removal from the ECTS by Identogo representatives.
2. The RCTC operation has begun scheduling Emissions and Inspections courses for the general adult public.
3. RCTC began a welding course.
4. RCTC begins a new CDL course each month (mid-month).

ECTS Operations

1. We are presenting tonight to the JOC the concept of introducing an Emergency Medical Technician program for High School students.
2. PAC supported the EMT program concept.

3. We are working collectively on an adjusted recruitment plan given difficulties with access to schools and students resulting from the pandemic.
4. We are adopting and implementing CTE 360 as a Learning and Content Management System (LCMS).
 - a. CTE 360 provides the structure/framework needed to facilitate our curriculum development, digitization and access, and 339 audit needs.
 - b. Provides PDE updates to POS (much like Board Docs for policy).
5. Chapter 339 Audit – This is a major work effort involving the administration, faculty and multiple staff.
 - a. Virtual audit this cycle.
 - b. Steering team formed.
 - c. Computer accounts and access provided in PDE account structure for steering team.
 - d. Initial work plan/matrix in progress.
 - e. Assignments forthcoming.
6. ECTS Comprehensive Plan (three-year cycle).
 - a. Phase 3 schools have plan due 2021.
 - b. ECTS is a phase 3 school.
7. Teacher evaluations are in-progress.
 - a. Dr. Walker and Principal Tarasovitch divide the work effort.
 - b. Dr. Walker and Principal Tarasovitch complete all annual evaluations together.
8. Dr. Walker and the Administrative Team completed the 2020/2021 Priority Action Plan.
 - a. A central piece of the 2020/2021 Priority Action Plan will be continuation of the large-scale, school-wide, and transformational curriculum enhancement effort approved last year by the JOC -- **we are entering year two of three to complete this work.**
 - b. Significant adjustment to the original plan is required due to pandemic.

Student Activity

1. SkillsUSA conference call set with regional CTC Directors.

Other Action Items This Month

High School Activity Report September 2020

Enrollment:

There are 703 students enrolled at the Erie County Technical School as of September 15, 2020. This is an increase of three students from the 2019-20 school year at this time.

Transition Center Enrollment:

The Erie County Transition Center has an enrollment of 23 students as of September 15, 2020. This enrollment is a decrease from the initial enrollment from the 2019-20 school year by 15 students. Fairview and Iroquois has the largest population with five students enrolled, with Fort LeBoeuf and Union City close behind with four students enrolled.

Faculty Meeting:

The first “after school” faculty meeting of the 2020-21 school year occurred on Thursday, September 3, 2020. The agenda for the faculty meeting was a preparation for the year’s “Professional Learning Communities” and the preparing for the Pre-NOCTI test for the seniors. The Professional Learning Communities will be led by five recognized “distinguished” instructors at ECTS; Michael Miller, Joe Salorino, Kelly Schoullis, Matt Walter and Danielle Wilber. The PLC topics for discussion over the course of the year will be addressing the “Microsoft Teams Platform for virtual learning” and “Administrative Priority Action Plan” of curriculum updates and development.

Student Orientation:

Mr. Tarasovitch utilized the instructors and their Microsoft Teams to present the “student orientation” PowerPoint to the student body. The presentation reinforces the expectations for the Erie County Technical School. The student body also was afforded the opportunity to ask questions about any concerns that may have arose due to the review of the student handbook and the presentation with their instructors.

Safety:

The Erie County Technical School has already conducted fire safety drills for the month of September. The drills were extremely successful in terms of discovering that the NAVI-GATE Prepared attendance accountability system has some glitches due to the COVID-19 A-B Day schedule. Mr. Smith will address the issues to ensure that the NAVI-GATE Prepared system is functioning with the ECTS expectations for accountability.

Audit Preparation – Approved Program Evaluation (APE):

The Erie County Technical School will be audit by the Department of Education in March of 2021. The audit process is a review of each of the school’s programs and satisfies Chapter 339 of the state regulations. The preparation for this audit is quite extensive; the educational leadership team has begun to formulate a plan. Mr. Tarasovitch will review the documentation expectation and assign responsible personnel for a team approach to organizing the materials.



Field Trip Approval Form

Teacher/Advisor: Mariea Sargent Date of Request: 9/11/20

Lab/Class: Drafting & Design

Destination: Architectural Scavenger Hunt – Walking outside tour of Erie, PA

Date(s) of Trip: September 29, 2020 Time(s): AM & PM (Virtual day)

What form of transportation will be used: School Bus – 30 students = 2 busses

List of chaperones (where applicable): Mariea Sargent & Mary Foulkrod

Educational Rationale: Architectural Scavenger Hunt around Erie PA

Number of students participating: AM = 9 students PM = 21 students

Cost to students: \$10 for lunch – will be ordered and individually wrapped ahead of time.

Cost to ECTS: Cost of School Bus (Attach an itemized description if necessary.)

Where applicable please attach itinerary.

Principal's Signature: Joseph Tarasovitch Date: 9/14/2020

Applicant's Signature: Mariea Sargent Date: 9/11/20

Board Approval Date: _____

All Erie County Technical School Field Trips Must Adhere to Operating Committee Policy #231

2020-21 ECTS National Technical Honor Society
Possible Fundraising & Community Service Activities
Final Activities to be determined by members

- ✚ Snack sale during breaks & other ECTS activities
- ✚ Food/candy/ECTS merchandise sales
- ✚ Basket Raffles
- ✚ School Dance
- ✚ Walk for Wishes including collections of donations and assisting on the day of the walk when necessary
- ✚ Penny Wars with labs
- ✚ School lab competition for raising money for various selected charities in the surrounding areas & to promote school spirit
- ✚ Soup kitchen volunteering
- ✚ Food bank volunteering
- ✚ Food drives
- ✚ Care packages for Soldiers and Sailors/current members of the armed forces
- ✚ Holiday baskets for the needy
- ✚ Snow sculpture contests
- ✚ Give back days / Surprise Acts of Kindness activities
- ✚ Community beautification activity

Maintenance Department Report for September 2020

I. MANAGER ACTIVITIES

A. Accomplishments

1. WMT Spaeder replaced inoperative expansion valves above AUT
2. Parking Lot sealing restriping completed
3. Concrete drive complete at Barn area
4. Secure Vestibule Projects at High School and Skill Center 90% complete
5. Maintenance Team Training for Covid 19 prevention and mitigation completed
6. Fire system tested and annual inspection
7. Water coolers placed strategically in both buildings
8. Communicated with the following Contractors/Vendors:

- Grainger	- Janitors Supply Co.
- DiSantis	- Fagan
-TC Paving	- Team Turf
- Otis Elevator	- WT Spaeder

B. Meetings Attended

1. Weekly Administrative Team meetings.

II. MAINTENANCE

A. Accomplishments

1. HVAC service to all RTU and Air Handling units completed
2. Boilers cleaned and prepped for winter
- 3.

B. Ongoing Projects

1. Completed work requests at High School and Skill Center.
2. Lawn Mowing
3. Performed Preventive Maintenance on Scheduled Equipment

II. CUSTODIAL

A. Accomplishments

1. Routine Cleaning of the facilities.
2. Daily Building Sanitizing
3. Set up for events as scheduled

IV. SAFETY

1. Completed Fire drills for the Skill Center and High School.
2. Covid Isolation Room designated

Technology Board Report

Office 365 & Teams

We completed our migration to Office 365 for faculty to leverage Teams, OneNote, and the suite of tools from Microsoft for Remote Learning primarily in June. There were several kinks and details worked out throughout July, August, and September as we developed training, tested concepts, and addressed anomalies. I am extremely proud of our faculty and our school as a whole embracing the entire technology revolution that has happened here and providing an experience for our students that already in September is showing it's improvement over our efforts last spring.

Training

I'd like to thank Lesa Scalise for really taking a leadership role in supporting and championing for our faculty the training and adoption plan for our remote learning solutions. Along with Sandy Carr, I genuinely believe we helped our teachers "move a mountain" in a few days. It was a tremendous effort all around to provide training that was not generic, but rather involved with our organizational operations and structured for consistency centered on the student experience. I'd also like to extend my appreciation to the entire Instructional Aide group that has really embraced and supported the technology plan and eased the entire transition for our students and our faculty.

Onboarding new employees always has it's dependencies on IT. The volume this past August and September with the influx in demands has not been our proudest moments for new employee onboarding, but the accounts and data transitions are complete at this time, and again I thank Lesa Scalise and Sandy Carr for their supporting efforts.

Applications

Infinite Campus data structure was completely renovated with the assistance of Pam Lasher (High School CTE) and Pam Pence (Transition Center). This building block in Infinite Campus was the first step in organizing our data structure to prepare for our Office365 Teams integration, and promote the necessary automation for class creation in Teams. They helped make quick work of the outcome and I think the overall result will be improved intuitiveness and efficiency across the landscape for all users.

With the changes in structures, many reports and web applications required adjustments to accurately reflect these changes. This will be ongoing throughout the year.

Our helpdesk system that was internally developed in 2007 was broken unexpectedly due to technology advancements in cryptography and browser support. We had to alter several hundred lines of code to overcome the situation and will continue to improve the system throughout the year.

Navigate Prepared, or now Navigate360, required some adjustments in our data exchange with the changes we made in our structures.

Desktops

Art and Design received all new iMac's and MacBook computers; with the latest version of Adobe Creative Cloud Suite. We integrated our Adobe Creative Cloud with Office365 AzureAD for single sign-on as the Adobe license changes this past summer forced us out of perpetual machine licensing.

Computer Programming received a new software deployment per the instructor's request.

All conference rooms have been outfitted with 4K TV's, new computers, and webcams to support virtual meetings.

Clerical and administrator computer stations are being replaced with take home remote work capable devices through out September and October. These job functions previously were issued hand me down computers from classrooms after they reached their primary deployment lifecycle. This however does not support the 'new normal' for administration and support roles in the imminence of building closures.

Backup Server

We will be moving our backups to Synology Active Backup that has support for both on-Premise Servers, as well as Office365 tenant data. The Office365 migration largely hijacked this project trajectory due to the landscape of cost inflation in backups associated with Office365.

Print Systems

All printers and copiers have successfully been replaced. There were several unexpected disruptions caused by this deployment from a variety of influences, COVID related included. However, at this time I can say I think we are rolling, and looking forward to a managed print contract.

High School Office Updates

Since we have a blended security system at ECTS with our phone system and locally managed building security system for access and monitoring, we've been working very tightly with the contractors installing the door in both building to get the related control points integrated into our systems.

Student Pictures

We assisted in facilitating the student picture process this year. We have since imported all the images into Infinite Campus. We'd like to thank Daniel Smith, of Daniel J. Smith Photography for an outstanding job considering the challenges with COVID and our fairly short notice scheduling needs. Daniel's ability to take the plan and run with it independently, traveling the building with his equipment to shoot 350 students, with social distancing protocol, in under 8 total hours over 4 days was truly remarkable.

Grant Purchasing

With all of the grant support to get through COVID, and the focus on technology solutions to support the shift, much time and grit was spent sourcing and acquiring technology software, hardware, and solutions. Our terrific relationship with Dell Computer Corporation eased this exponentially.

Server Systems

Our data center Server hardware was on normal lifecycle rotation for this summer. Due to Office365 migrations, COVID influence, and Grant opportunities, the original plan worked out earlier in 2019 was radically altered, and should be completed installation by the end of October. One of the genuine accomplishments of this project is our anticipated ability to provide a Windows environment with our licensed CAD, Programming, and Visual Arts software to any device with an internet connection. Another focal point of this infrastructure was to decommission the use of servers that were previously decommissioned in 2014, and recommissioned for our Surveillance and Access Controls, and envelope that system into our production environment.

Supervisors of Instructional Support Services Report
September 2020
Sandy Carr and Lesa Scalise

Curriculum Development

Curriculum – The Professional Learning Communities (PLC) groups met to collect information regarding MS Teams utilization and training needs. The PLC Leadership team will analyze the information and formalize plans to address instructor needs. PLC meetings are scheduled throughout the school year.

Thanks to Jason Klins, our Computer Programming Instructor, for hosting a “lunch and learn” session for instructors that will utilize the Cengage Career Pathways resource for remote learning. We anticipate approximately 260 student subscriptions for on-line resources to Career and Technical textbooks.

Sandy is working with CTE360 representatives on a training plan for ECTS staff to utilize the system for unit planning, co-op paperwork, and career artifact collection.

New Program – Sandy presented the labor market information to the director and principal and discussed new program alternatives.

Program Re-approval and 339 Audit – Sandy is updating the CATS system information for the PDE program re-approval. Lesa and Sandy are assisting with documentation needs for the upcoming 339 Audit.

NOCTI Testing– Seniors will take the NOCTI pre-test the beginning the week of September 28.

Special Education

Sandy and Lesa met with instructors to review the IEP's and 504 plans of their students. We have attended many parent meetings for new and returning students. Our instructors and instructional aides have taken an active role in identifying the specific needs of students with disabilities. Our goal is to provide the direct supports that our students need. We strive to be more efficient in diagnosing the supports needed by our students and then scheduling our instructional aides to administer needed services.

With Cat Doty's assistance, Lesa and Sandy interviewed several candidates for the Instructional Aide positions. Our candidates are on the agenda for JOC approval.

Erie County Technical School Enrollment
2020-2021

		August 2020				September 2020				
Program	Capacity	Program/Year Level			Total	Program/Year Level			Total	Chg/ Prior Mth
		1st	2nd	3rd		1st	2nd	3rd		
Art & Design	48	20	14	12	46	16	12	12	40	(6)
Auto Body	48	11	12	9	32	11	10	8	29	(3)
Automotive Technologies	48	15	7.5	9.5	32	15	7.5	9.5	32	0
Automotive Technologies	48	15	7.5	9.5	32	15	7.5	9.5	32	0
Computer Networking	48	8	17	10	35	9	17	10	36	1
Computer Info. Systems	48	20	17	8	45	17	14	8	39	(6)
Construction Trades	48	26	8	9	43	23	7	9	39	(4)
Cosmetology	48	18	14	15	47	18	14	13	45	(2)
Culinary Arts	48	10.5	12	11	33.5	8.5	11	11	30.5	(3)
Culinary Arts	48	10.5	12	11	33.5	8.5	11	11	30.5	(3)
Diversified Occupations					0				0	0
Drafting & Design	48	9	15	16	40	10	14	16	40	0
Early Childhood Education	48	19	13	11	43	17	11	11	39	(4)
Electrical Engineering	48	17	20	10	47	17	20	10	47	0
Facilities Maintenance	48	18	20	11	49	17	20	11	48	(1)
Graphic Communications	48	8	11	12	31	7	9	11	27	(4)
Health Assistant	48	23	14	8	45	23	13	7	43	(2)
Metal Fabrication	48	18	17	14	49	17	16	13	46	(3)
Precision Machining	48	10	15	7	32	9	16	6	31	(1)
Tourism & Hospitality	48	10	12	9	31	8	12	9	29	(2)
TOTALS	912	286	258	202	746	266	242	195	703	(43)
Percent of Capacity					81.8%	77.1%				
Date of Report		Friday, August 14, 2020				Tuesday, September 15, 2020				
School District	Quota	Program/Year Level			Total	Program/Year Level			Total	Chg/ Month
		1st	2nd	3rd		1st	2nd	3rd		
Fairview	83	22	23	12	57	20	23	12	55	(2)
Fort LeBoeuf	83	31	19	10	60	29	17	10	56	(4)
General McLane	83	15	19	16	50	11	18	16	45	(5)
Girard	83	24	24	26	74	24	24	23	71	(3)
Harbor Creek	83	21	18	15	54	21	16	15	52	(2)
Iroquois	83	26	16	18	60	26	16	18	60	0
Millcreek	83	40	45	36	121	42	40	34	116	(5)
North East	83	31	26	18	75	26	26	18	70	(5)
Northwestern	83	16	25	16	57	13	22	13	48	(9)
Union City	83	27	25	15	67	24	22	15	61	(6)
Wattsburg	83	33	18	20	71	30	18	21	69	(2)
Totals	912	286	258	202	746	266	242	195	703	(43)

Transition Center Enrollment
2020-2021

August 14,2020

September 15 ,2020

District	Transition Center	District	Transition Center
Fairview	5	Fairview	5
Fort LeBoeuf	5	Fort LeBoeuf	4
General McLane	3	General McLane	1
Girard	3	Girard	1
Harbor Creek	-	Harbor Creek	-
Iroquois	5	Iroquois	5
Millcreek		Millcreek	
North East	3	North East	2
Northwestern		Northwestern	
Union City	5	Union City	4
Wattsburg	1	Wattsburg	1
Total	30	Total	23

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										2	1		2			5	41	12.2%
Automotive Body Repair	1								2	7	1		2	7		20	29	69.0%
Automotive Technologies							1		2	13			5	1		22	63	34.9%
Computer Networking							2		2	3	2		4	2		15	36	41.7%
Computer Programming							1		1	3	1		2	4		12	39	30.8%
Construction Trades							1		1	7	1		1	2		13	39	33.3%
Cosmetology										3			3	1		7	45	15.6%
Culinary Arts							2			7	3		2	3		17	61	27.9%
Drafting & Design									4	5			3	1		13	40	32.5%
Early Childhood Education							1		1	6			2	1		11	38	28.9%
Electrical Engineering Technology					1				1	3	1		3			9	47	19.1%
Facilities Maintenance Technologies	1						1			8	1		2	4		17	48	35.4%
Graphic Communications							1		2	2	5		2	1		13	27	48.1%
Health Assistant				1			1			2			3	1		8	43	18.6%
Metal Fabrication							1		2	6	2		2	1		14	46	30.4%
Precision Machining							1			4	1			1		7	31	22.6%
Tourism & Hospitality Management									1	6	1		1			9	29	31.0%
Undeclared																0		NaN
Erie County Technical School	2			1	1		13		19	87	20		39	30		212	702	30.2%

Specific Disability by Home School

Home School	Intellectually Disabled	Developmental delay	Deaf blindness	Hearing Impairment	Speech/Lang Impaired	Visually Impaired	Emotional Disturbed	Orthopedic Impairment	Other Impairment	Specific Disability	Autism	Head Injury	504 Plan	Multiple disabilities	Gifted with Disability	Special Pops	ECTS	Percentage
Fairview									2	5	2		5	1		15	55	27.3%
Fort LeBoeuf										6	2		2	1		11	56	19.6%
General McLane	1						2			8	1		1	3		16	44	36.4%
Girard					1				1	6			5	7		20	71	28.2%
Harbor Creek									4	7	3		1	2		17	52	32.7%
Iroquois							3			8	2		1	3		17	60	28.3%
McDowell High School	1			1			2		4	11	2		8	5		34	76	44.7%
McDowell Intermediate									1	1	1		5	1		9	40	22.5%
North East							2		4	11	3		4	2		26	70	37.1%
Northwestern										3	1		2	2		8	48	16.7%
Union City							1		1	5	1		2	1		11	61	18.0%
Wattsburg							3		2	16	2		3	2		28	69	40.6%
Erie County Technical School	2			1	1		13		19	87	20		39	30		212	702	30.2%

Business and Industry Partnership Coordinator's Report
September 24, 2020

Rob Eggleston, Business & Industry Partnership Coordinator

Co-op, Intern, Shadow, etc. Update: The Co-op Program for the 2020 - 2021 school year has begun. As of September 15, 2020, there are 51 students on the Co-op, intern and shadowing list. These range from the beginning procedures to being actively on the Job.

Communication, Meetings, Presentations, Trade Shows, Field Trips, etc.: Communication with Employers, Instructors, Students and Parents has been conducted over the summer with significant success. Numerous web-based meetings have been conducted. Continued attendance at web-based conferences, seminars, meetings, presentations, etc. is planned. Visits to Trade Shows, Field Trips, etc. will most likely be postponed or canceled for the 2020-2021 school year. Plans are beginning for on-line OAC meetings for Fall, 2020 and Spring, 2021.



Enrollment and Community Engagement Report September 2020

Enrollment

Current enrollment is 702 students. We have lost 102 students. 52 of those 102 were due to choosing not to attend in person instruction due to Covid.

Marketing

We are in the process of formulating recruitment plans within Covid restrictions. I will not be able to meet freshmen in groups. We will utilize our ECTS video and the sending district teachers with coordination of the school counselors to deliver the ECTS message. Decisions are being made by administration and sending district principals to address allowing interested students to visit their program of interest at some point in the applications process.

A virtual open house will be held this year and is in the planning stages.

Mailings to freshmen are also being planned and will look a bit different from past mailings to reflect Covid restrictions.

Video shoots are scheduled for the last weeks of September for the new ECTS recruiting video. Seniors/graduates/business partners have been identified for each program. The shoots are being scheduled at the school and onsite for each business.

I will meet via Zoom with each sending school counselor to discuss recruiting plans and hold a group meeting in the month of October.

Community Engagement

Traditionally, I represent ECTS at a number of sending district open houses. If anything is rescheduled virtually, I am happy to participate.

Career Planning Coordinator Board Report

September 2020

Career Planning

- New Career Artifact folders have been ordered for the 2020 level one students.
- All students have been entered into the WIN system and are enrolled in appropriate labs.
- Student usernames and passwords have been distributed to all instructors.
- Classroom activities have begun for Level 1 students.
- Level 2 and Level 3 students are able to continue working individually on required certificates.
- **Occupational Objective Forms** have been updated with Job Zone and Bright Outlook information from ONET. They have been printed and are to be distributed this week.

NOCTI

- NOCTI pre-testing for our Seniors is planned for the week of September 28th. Extended time will most likely be needed to complete due to the A/B schedule.
- As of date, we will be pre-testing our Juniors in the spring as well as NOCTI testing the Seniors.

Online activities

- WIN activities are being converted into online activities accompanied by video recorded instructions. Students will be expected to print completed activities, store in Career Planning folder, and use as artifacts.
- Teachers will be given the option to assign WIN activities on their online days to supplement daily assignments.

RCTC Report

September 10, 2020

We are no longer conducting fingerprinting, our final day was August 7, 2020.

PA State Inspection ran in August and September with reduced number of students because of Covid. We hope to run another class in October if we have enough students.

We are proctoring emissions testing and average 3 test takers a week.

Term I just started and we are running a Welding class, which includes Basic, Intermediate and Advanced students, class started on September 8.

New CDL classes begin each month and are running smoothly.

**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
Action Items Log**

38	Request for review of ECTS board policy in comparison with Millcreek Township School District policy committee's review and revision	February 25, 2016	Mr. DiPlacido	Yes	Director, Principal, and Business Manager	Completed, March 2016	A meeting was held with chair of the Millcreek Township School District policy committee and attended by Director, Principal, and Business Manager; Director and Principal will review MTSD draft policies online and inform the MTSD Policy Chairperson of any potential conflicts between the two organizations' student policies.
37	Status of board policy and need for policy review	September 24, 2015	Mr. DiPlacido	Yes	Director	Completed, December 15, 2015	A quote for PSBA Policy Review Services has been received and is being added to the 2016-2017 preliminary budget
36	Obtain an explanation from Mr. Coughlin as to willingness to provide a project cost estimate	September 24, 2015	Mr. DiPlacido	Yes	Director and Facilities Manager	Completed October 22, 2015	Letter from Tower Engineering noting the additional criteria that added to the costs of the chimney project.
35	Provide a report on the participation in the Food Service Program	September 24, 2015	Mr. Ogden	Yes	Business Manager and Food Services Director	Completed October 22, 2015	A monthly comparative report will be supplied by the Food Services Director starting with the October 2015 session.
34	Review of Food Service Fund activities	August 27, 2015	Mr. Rodgers	Yes	Director, Business Manager, and Food Services Director	In Progress On-going	Comparative review of line items in 2013-2014 and 2014-2015 to identify variances; Initial meetings have been held with Director, Business Manager, and Food Service Director to determine areas for further review
All items below this line occurred during the 2014-2015 academic year.							
33	Request for information regarding the viability of Guaranteed Energy Savings Act being incorporated into the renovation project	April 23, 2015	JOC	Yes	Director, Facilities Manager, & Business Manager	Completed, October 22, 2015	Schneider Electric and SmartEdge gave presentations during the work session regarding their Guaranteed Energy Savings Act capabilities
32	Update of enrollment review process for Class of 2017 student applications	March 26, 2015	JOC	Yes	Director	In Progress	Update will be provided once application review process has been completed

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

31	Request an analysis of incorporating Act 29 into the renovation project	March 26, 2015	JOC	Yes	Business Manager & Director	In Progress	Discussed matter with the Superintendents during the April meeting; Will be scheduling meetings with suggested vendors
30	Request an analysis of building renovation funded through a bond	August 28, 2014	Mr. Duda	Yes	Business Manager & Director	Completed, September 25, 2014	Bond scenarios prepared by PNC Capital Markets were presented to JOC during the September 2014 Work Session.
29	Seek competitive bids on financial auditor services	August 28, 2014	JOC	Yes	Business Manager & Director	Completed January 21, 2015	RFP released and reviewed; recommendation to JOC in January 2015
All items below this line occurred during the 2013-2014 academic year.							
28	Request for tracking of Career Street hours expended by ECTS administrators	January 25, 2014	Mr. DiPlacido	Yes	Director/Business Manager/Others	Completed, June 26, 2014	Tracking hours discussed at December Foundation meeting; email request from Mr. DiPlacido in January; staff hours reports available for February meeting
27	Investigate various strategies to upgrade HVAC system and other ECTS/Skill Center infrastructure	12/17/2013	Mr. DiPlacido	Yes	Director/Facilities Manager	Completed, August 28, 2014	JOC presentation during 1/23/14 Work Session; UPDATE: discussed with superintendents on 2/7/14; met with architect and engineer on 2/13/14; project plans and costs being developed by engineer and architect
26	Investigate and present fund balance options	8/22/13	Mr. Bucksbee	Yes	Director/Business Manager	Completed, September 26, 2013	Presented to JOC during September 2013 Work Session
All items below this line occurred during the 2012-2013 academic year.							
25	Investigate recycling program options	5/23/13	DiPlacido	Yes	Director/Facilities Manager	Completed, January 21, 2014	New recycling program began with start of second semester
24	Provide a list of CTE programs available around the State and provide monthly reports on new program development progress	5/23/13	Foyle/Ring	Yes	Director	Completed, June 27, 2013	Provided in Supplemental information-June JOC meeting

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

23	Begin the process of pursuing a new program for the 2014-2015 school year	April 25, 2013	Ring	Yes	Director	Completed, August 28, 2014	Update included in May Director's Report; Will be collecting students' career choice with the 2014 8 th Grade Career Readiness Survey
22	Conduct a Review of the Strategic Plan	March 28, 2013		Yes	Director	Completed May 23, 2013	Presentation to JOC during May Work Session
21	Define a successful program and an at risk program based on financial parameters	February 28, 2013	DiPlacido	Yes	Director/Business Manager	Completed, March 15, 2013	Analysis prepared using 2011-2012 budget and actual for revenues and expenses by program
20	Conduct a analysis of projected PSERS rate increases and funding	December 18, 2012	Ring	Yes	Business Manager	Completed January 17, 2013	Presented to JOC during January 2013 Work Session
19	Superintendent of Record to provide a monthly written report to include PAC meeting items	December 18, 2012		Yes	Superintendent of Record	Completed February 28, 2013	Included with Agenda beginning on February 28, 2013
18	Would like to have the PDE 339 audit form (and response from RCTS) distributed to all district reps in case they did not receive a copy. This seems to me to be an important document on the health of the school which should be (if not already) sent to all of the participating districts as they are completed.	August 18, 2012	Diplacido	No	Director	Completed August 20, 2012	All appropriate documentation is over 60 pages. Requested information placed in supplemental information section of August 2012 JOC agenda.
All items below this line occurred during the 2011-2012 academic year.							
17	Request for rationale and benefit of maintaining ISO 9001:2008 registration.	May 24, 2012	Heath	Yes	Director, Coordinator of Human & Quality Resources	Completed June 20, 2012	Administrative staff developed a presentation on the merits and benefits of ISO registration.
16	Request for list of potential new programs considered by ECTS	May 24, 2012	Diplacido	Yes	Director	Completed June 15, 2012	Collected various planning documents that contain program recommendations or discussions.

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

15	Survey of guidance counselors of 2 nd choice program selection by 9 th graders	May 24, 2012	Bucksbee	Yes	Director	Completed June 20, 2012	Survey sent to 17 guidance counselors with 14 returned. Results provided at meeting.
14	Preview of Recruitment Presentation for 9 th graders	May 24, 2012	Ring	Yes	Director	Completed September 27, 2012	Admissions coordinator will make presentation during September 2012 work session.
13	Request Historical Budget Information from Districts	March 28, 2012	Bucksbee	No	Director	Completed April 16, 2012	All data collected from all districts and submitted to Mr. Bucksbee; no analysis conducted by administration
12	Investigate training opportunities for gas drilling occupations	February 2012	Mr. Ring	Yes	Director	Completed April 26, 2012	Director has been contacted by IHOP; will schedule time for IHOP to present program to JOC; contract to be reviewed by solicitor; presentation to JOC at April meeting
11	Prepare a list of potential reductions in 2012-2013 expenditures totaling 5% or \$300,000	February 2012	Mr. Ring	Yes	Director, Business Manager	Completed March 16, 2012	Object budget reviewed and \$448,000 in possible reductions identified; presented at March JOC meeting
10	Review why a decline in applications from certain districts	February 2012	Mr. Ogden	Yes	Director	Completed March 22, 2012	Discussed with superintendents at March PAC meeting; responses from three districts; Director analyzing 2012-2013 applications; report made to JOC at March meeting
9	List of ACFF recognized schools in PA	November 2011	Mr. Ogden	Yes	Curriculum Supervisor	Completed Nov. 23, 2011	Jan Kennerknecht research and sent email to Mr. Ogden. See correspondence.
8	Obtain information on the Women in Labor Apprenticeship Grant from ECF	November 2011	Mr. Ogden	Yes	Director, Business Manager	Completed Dec. 20, 2011	Information request made to Mary Ellen Camp and Debbie Thompson on December 14, 2011.
7	Advertising for students from non-participating districts	September 2011	Mr. Bucksbee	Yes	Director, Atty. Sennett	Completed Oct. 27, 2011	Recommendation and legal briefs provided by Atty. Sennett

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

6	Analysis of Successful Enrollment Rates by School District (see #3)	August 2011	Mr. Duda, referred by Dr. Tracy	Yes	Director	Completed Nov. 22, 2011	Data presentation scheduled for November 22, 2011 meeting.
5	Board Policy Manual Review	August 2011	Mr. Bucksbee	Yes	Director, Administrative staff	Completed April 26, 2012	Monthly schedule 2011-12 (see schedule); scheduled completion April 2012
4	Student Application Form—is it affecting enrollment; or, is it doing what it was intended to do?	June 2011	Mr. Ring	Yes	Director	Completed Sept. 21, 2011	Several data analysis items collected; one more relevant data item to be collected
3	Do counselors offer a 2 nd program choice to students unable to enroll in 1 st choice?	June 2011	Mr. Duda	Yes	Superintendent of Record	Completed August 25, 2011	Survey of superintendents by Dr. Tracy over the summer; Reassigned to Director for further data analysis
2	Why Students Don't Apply?	April 2011	Mr. Ogden	Yes	Director	Completed Sept. 21, 2011	Several data analysis items collected; more relevant data needs to be collected
1	Review of Administrative Compensation Plans	June 2011	Committee	Yes	JOC President	Completed April 26, 2012	Committee to appointed at reorganization; Act 93 meeting scheduled for April 20