



8500 Oliver Road, Erie, PA 16509

Joint Operating Committee - Meeting Minutes

Thursday, September 24, 2020

Work session - 6:00pm

- Chris Coughlin of HRCL Architects and George McMillan from H.F. Lenz discussed the building renovation plans and HVAC engineering options during the work session. Two options are available for HVAC – rooftop units or indoor air handler units. H.F. Lenz will develop cost estimates on the air handler units

Call to Order

Mr. Ring, JOC Chairman, called the regular meeting to order at 7:00 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	

Agenda and Amendments

- a. financial Items – Section 8 (e)(ii) – 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

Motion to approve the agenda and amendments

Moved for approval by Brink, with second by Rickrode

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

Meeting Minutes

Minutes of August 27, 2020

Motion to accept the minutes of the August 27, 2020 special meeting as presented

Moved for approval by Brink, with second by Rickrode

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

(Copy is filed with the official minutes)

Student Accomplishments/Highlights

2020 Patrick R. Loco Memorial Award nominees 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

Discussion regarding potential new program at ECTS. Options under consideration range from Homeland Security EMT-related course or STEM Mechatronics or Drone program

Operations

Donation of unused instructional materials

Motion to donate unused instructional material to the Crawford County Career and Technical Center's Electronics and Automotive Technologies programs

2020-2021 Priority Action Plan

Motion to approve the 2020-21 Priority Action Plan

Student Internship Agreement with Scott's Corporate Services, Inc.

Motion to approve the five year Student Internship Agreement with Scott's Corporate Services, Inc. as presented

2020-2021 Occupational Advisory Committee members

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

Old Business

Roundabout Property Discussion

PennDot has communicated a condemnation offer regarding the property in front of ECTS for a roundabout. Dr. Walker and Attorney Sennett have reviewed the written condemnation offer. Attorney Sennett discussed the mechanics of a property sale transaction versus a condemnation transaction noting that all eleven school boards would need to approve a sale transaction and then court approvals, including two independent appraisals, would be required for a sale transaction. Concerns were expressed by the JOC members about the close proximity of the roundabout to the ECTS front parking lots. Discussion occurred about requesting that PennDot cover the costs of a retaining barrier as a condition of accepting the condemnation offer. Attorney Sennett advised that there could be discussions held with PennDot regarding the offer amount and construction of a barrier to protect the ECTS front areas as part of the agreement prior to its finalization.

Motion to grant Attorney Sennett and Dr. Walker authority to negotiate with PennDot on a maximum condemnation offer, with a minimum base of \$43,500 in the original offer, and to seek inclusion of construction of a retaining barrier structure paid by PennDot to protect the ECTS front parking areas

Moved for approval by Bucksbee, with second by Brink

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

Motion to approve Operations Section of agenda

Moved for approval by Bucksbee, with second by Brink

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

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: August 2020
 - General Fund
 - Capital Projects Fund
 - Student Activities Fund
- Checks and Invoices:
 - General Fund Checks and Wire Transfers: August - \$206,602.31
 - General Fund Invoices Payable: \$130,712.52
 - Capital Projects Fund Checks: August – \$221,161.77
 - Capital Projects Invoices Payable - \$336,332.39
 - Student Activity Fund Checks: August - None
 - Student Activity Fund Invoices Payable - None
- VISA procurement card payment: August - \$14,410.04
- Treasurer's Report: August 2020

Motion to approve Financial Items Section of the agenda

Moved for approval by Mahoney with a second by Brink

Motion approved with all “ayes” voice vote

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

Administrative Services and Human Resources

Report—Administrative Services and Human Resources— None

Resignation - Walter

Motion to accept the resignation of Matthew Walter, Automotive Technologies Instructor, effective October 12, 2020

Part-Time Custodian - Conner

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

Part-Time Secretary - Heberle

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

Instructional Aide- Lytle

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

Instructional Aide - Brown

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

Long-Term Substitute - Trippi

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

Motion to approve Administrative and Human Resources Section of Agenda

Moved for approval by Mahoney, with second by Brink

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

Administrative Reports

- Superintendent Report – Mr. Rick Emerick, Fort LeBoeuf School District
- Director Report — Dr. H. Fred Walker
- Solicitor – Attorney Tim Sennett
- Principal

Statute-Related Business

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

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

Field Trip Requests

Motion to approve the following field trip requests

- a) Drafting and Design – Architectural Scavenger Hunt – Outdoor Walking Tour of Erie, PA;
September 29, 2020

National Technical Honor Society Fundraising

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

Motion to approve Statute-Related Business

Moved for approval by DiPlacido, with a second by Bucksbee

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

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

Supplemental Reports and Information

- Facilities Report — Del VonVolkenburg
 - Technology Report — Jeff Smith
 - 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
 - Business Partnership Coordinator Report – Rob Eggleston
 - Enrollment and Community Engagement Coordinator Report – Lisa Sorenson
 - Career Planning Coordinator Report – Mary Foulkrod
 - RCTC Report
 - Board Action Items
-
- Next meeting: Thursday, October 22, 2020 at 6:00 p.m.

JOC Board Remarks and Comments - none

Adjournment

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

Mr. Ring, Chairperson, adjourned the meeting at 8:20 pm.

EXECUTIVE SESSION

An Executive Session was held for personnel matters after the meeting was adjourned

Minutes prepared by,

Terri L. Birchard, Secretary
Joint Operating Committee