Erie County Technical School

8500 Oliver Road, Erie, PA 16509

Joint Operating Committee

Minutes for Thursday, October 28, 2021

A Groundbreaking ceremony was held on site to kick off the long awaited ECTS renovation project. A work session began at 6:00pm with the presentation from our National Technical Honor Society Students. At 6:10pm the Financial Auditor Report was presented which was reported to be a longer than usual process with the Administration Turnover, however, ECTS received an overall positive report. At 6:25 The Director discussed the approved program evaluation which included many accommodations and several areas for improvement. The Director noted the virtual audit presented a challenge, nonetheless, reported an overall positive evaluation. At 6:35 the Director announced the Clerk of the Works contract was awarded to Mr. Robert Estok, of Estok Properties LLC. At 6:40 the Director concluded the work session with a discussion about his coloring book project to market ECTS to area Elementary Schools, which supports career and readiness guidance.
An Executive Session was held from 6:50 to 7:40pm to discuss personnel matters.

1. Call to Order
Mr. Ring, JOC Chairperson, called the regular meeting to order at 7:45pm.
A. Moment of Reflection
B. Pledge of Allegiance
C. Roll Call
Cat Doty, Board Secretary, called the roll:

Committee Members Present:
David Mahoney – Fairview, James Bucksbee – General McLane, Dennis Olesnanik – Girard Terry Brink – Harbor Creek, Edward Rickrode – Iroquois, John DiPlacido – Millcreek, Corrie Boyd – North East, Sam Ring – Northwestern, Nicole Lee – Wattsburg, Gilbert – Union City

Committee Members Absent:
Andy Dinsmore – Fort LeBoeuf

Administrators Present:
Tim Sennett- Solicitor, Joseph Tarasovitch- Interim Director, Julie Aiken, Principal, Cat Doty- Administrative Services/HR Coordinator, Jessica Garnica, Business Manager, Mike Miller- Technology Manager, Del VonVolkenburg- Facilities Manager, Lesa Scalise- Supervisor of Student Services, Sandra Carr- Supervisor of Student Services

Administrators Absent:
Rick Emerick- Superintendent of Record

Public Attendees:
Mariea Sargent, Keaton Henderson, Sara Sharski, and Sierrah Dickson

2. Amendments
A. Resolution ECTS Renovation Project Change Order authorization approval added to the Agenda section 7I1 for voice vote
Recommended Action: Motion to add amendment moved by DiPlacido, with a second by Boyd
The motion is approved with an all "Ayes" voice vote

3. Meeting Minutes
A. Meeting Minutes
Recommended Action: Motion to approve meeting minutes of 09/23/2021 as presented
Moved by Boyd, with a second by Olesnanik
The motion is approved with an all "Ayes" voice vote
Copies are filed with the official minutes

4. Student Accomplishments/Highlights
A. Exemplary Students
5. Guest and Public Comment - None
6. Important Items Coming to the ECTS
Director noted the Renovation and November 18th open house
7. Operations
B. Builders Risk Insurance Proposal
Recommended Action: Motion to accept the Builders Risk Insurance Proposal from Wagner Giblin Insurance.
C. Approved Program Evaluation
Clerk of the Work
Recommended Action: Motion to hire Estok Properties, LLC - Mr. Rob Estok as the Clerk of the Work.
E. Overhead Security Door Contract
Recommended Action: Motion to award the Overhead Security Screen Door bid to Plyler Entry Door Systems.
F. Van Bid
Recommended Action: Motion to purchase the 2022 Ford Transit Passenger Van.
G. Skills USA Fundraisers/Community Service
Recommended Action: Motion to approve upcoming fundraisers and / or community service for SkillsUSA.
H. Field Trip Approval
Recommended Action: Motion to approve fields trips for Hospitality Management, Culinary Arts, and SkillsUSA.
Approve Operations Section of the Agenda A through H
Recommended Action: Motion to approve operations section A through H of the agenda moved by Brink, with a second by Boyd
The motion is approved with an all "Ayes" voice vote

I. Old Business

1. Amendment – Resolution Approval ECTS Renovation Project Change Order authorization

I. Motion to approve operations section I. Old Business moved by Brink, with a second by Rickrode

Voice Vote:

"Ayes"	**"Nays"**
Mahoney -Fairview	
Bucksbee – General McLane	
Olesnanik – Girard	
Brink – Harborcreek	
Rickrode – Iroquois	
DiPlacido – Millcreek	
Boyd – North East	
Ring – Northwestern	
Gilbert – Union City	
Lee – Wattsburg	

Absent

Dinsmore – Fort LeBoeuf

The motion is approved with a 10 to 0 voice vote

Copies of the Resolution for the ECTS Renovation Project Change Order filed with the official minutes.

8. New Financial Items

A. Business Manager Report

B. Treasurer Report

D. Checks and Wire Transfers

E. Invoices Payable

F. VISA Procurement Card Payment

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

Revenue & Expenditure Reports:	September 2021
General Fund:	$ 2,660,959.31
Capital Projects:	$ 698,790.98
Student Activities:	$ 18,179.63
Checks & Invoices:	September 2021
General Fund Checks & Wire Transfers:	$ 205,968.00
General Fund Invoices Payable:	$ 153,247.41
Capitla Projects Fund Checks:	$ -
Capital Projects Invoices Payable:	$ 893,924.00
Student Activity Fund Checks:	$ -
Student Activity Fund Invoices:	$ 98.00
VISA Procurement Card Payment:	$ 42,692.88
Treasurer's Report:	September 2021

G. Approval of Financial Items Section of the Agenda
Recommended Action: Motion to approve Financial Items Section of the Agenda moved by Brink, with a second by Rickrode
The motion is approved with an all "Ayes" voice vote

9. Administrative Services and Human Resources
A. Administrative Services and Human Resources Report
B. Resignations and Retirements
Recommended Action: Motion to accept the following resignation and retirement requests.
C. Hiring
Recommended Action: Motion to approve the following hiring requests
D. Position Status Changes
Recommended Action: Motion to approve the following position status changes.
E. Approve Administrative Services and Human Resources Section of the Agenda
Recommended Action: Motion to approve Administrative Services and Human Resources Section of the Agenda moved by Brink, with a second by Boyd
The motion is approved with an all "Ayes" voice vote

10. Reports
A. Superintendent - None
B. Director – Employee of the Month program started. Community College began classes on campus. ECTS won Erie Choice Award. Covid summary of the numbers.
C. Solicitor – Audit process, no letter claims against ECTS.
D. Principal – National Technical Honor Society reports 18 new members.
E. Approval of Reports Section of the Agenda
Chairman Ring requested that each reports author is identified.
Recommended Action: Motion to approve the Reports Section of the Agenda moved by Brink, with a second by Rickrode
The motion is approved with an all "Ayes" voice vote

11. Supplemental Reports and Information
A. Facilities Report
B. Technology Report
C. Instructional Support Services Report
D. JOC Member Attendance Report
E. Secondary Program Enrollment Report
F. Transition Center Enrollment Report
G. Disabled Population by Program
H. Disabled Population by District
I. Business Partnership Coordinator Report
J. Enrollment and Community Engagement Coordinator Report
K. Career Planning Coordinator Report
L. RCTC Report

12. Statue-Related Business

A. Staff Travel > 400 Miles
B. Fundraising
C. Facility Use Request (for-profit groups only)

13. Board Actions
Recognition of exiting Board Members with long time service:
Jim Bucksbee – General McLane – 28 years
John DiPLacido-Millcreek-10 years

14. Adjournment
A. Adjourn
Recommended Action: Motion to adjourn the meeting moved by Bucksbee, with a second by Boyd
The motion is approved with an all "Ayes" voice vote

Mr. Ring, Chairperson, adjourned the meeting at 8:15pm

15. Reminders
A. Next Meeting Date

Tuesday, December 21, 2021 @ 6:00pm

Generated by Catherine J Doty,
Secretary Joint Operating Committee