8500 Oliver Road, Erie, PA 16509
Joint Operating Committee
Meeting Minutes

Thursday, January 27, 2022

- Introduction of all to new members
- Student Spotlight – In agenda 4A
- The ECTS 2022-2023 Budget was presented by director, Tarasovitch, he explains the budget overview and went into detail regarding calculations for the new members to have a better understanding. An adoption memo will be emailed to all districts on 01/28/22 by Garnica to put as placeholder on their February 2022 board meeting for voting of adoption of ECTS budget
- During the Health & Safety plan discussion director, Tarasovitch shared a letter from North Allegheny regarding masks. ECTS will continue masking even with changes at the federal level and it will be reviewed month-month
- Building renovation phase update – as per the attached plan, red is to be done as phase 1 and should be completed starting next school year. Pink is being done now and will be continuing throughout time. Orange will start summer of 2022 and be ready for school year and purple will start summer of 2023.
- The executive session was held from 7:05pm to 7:30pm to discuss personnel matters

1. Call to Order

- Mr. Ring, chairperson, called the regular meeting to order at 7:35pm

A. Moment of Reflection

B. Pledge of Allegiance

C. New District Appointed Committee Members

- General McLane – Dr. Timothy Wise

Recommended Action: Motion to Approve New District Appointed Committee Members moved by Mahoney, with a second by Morvay
The motion is approved with all "Ayes" voice vote

D. Roll Call

- Jessica Garnica, Board Secretary called the roll

Committee Members	District	Present	Absent
David Mahoney	Fairview	X	
Dennis Fortin	Fort LeBoeuf	X	
Timothy Wise	General McLane	X	
Dennis Olesnanik	Girard	X	

Terri Brink	Harborcreek		X
Jennifer Sheldon	Iroquois	X	
Michael Lindner	Millcreek	X	
Corrie Boyd	North East	X	
Sam Ring	Northwestern	X	
Stephen Gilbert	Union City	X	
Steve Morvay	Wattsburg	X	

Administrators	**Position**	**Present**	**Absent**
Rick Emerick	Superintendent of Record		X
Joseph Tarasovitch	Director	X	
Timothy Sennett	Solicitor	X	
Julie Aiken	Principal	X	
Jessica Garnica	Business Manager	X	
Catherine Doty	Administrative Services/HR Coordinator	X	
Del VonVolkenburg	Facilities Manager	X	
Michael Miller	Technology Manager	X	
Lesa Scalise	Supervisor of Student Services	X	
Sandra Carr	Supervisor of Student Services	X	

Public Attendees: NONE

2. Amendments

A. Amendment Approval - NONE

3. Meeting Minutes

A. Meeting Minute Approval – 12/21/21

Recommended Action: Motion to approve the 12/21/21 Meeting Minutes as presented moved by Wise, with second by Boyd

The motion is approved with all "Ayes" voice vote

Copies are filed with the official minutes

4. Student Accomplishments/Highlights

A. Student Spotlight – Skills USA

a. Presented by Carr – Skills USA competition ECTS received 14 medals and 4 students are going to States to compete

5. Guest and Public Comment

A. Federal court masking letter

6. Important Items Coming to the ECTS

- NONE

7. Operations

A. New Business

B. 2022-2023 ECTS School Calendar – Revised
- Moving 01/02/23 from school day to holiday and shortened down April 2023 spring break
  Recommended Action: Motion to approve the revised 2022-23 school calendar

C. Field Trips
Recommended Action: Motion to approve upcoming field trips for Auto Tech and Drafting and Design

D. 2022-2023 ECTS Budget
Recommended Action: Motion to forward the 2022-2023 ECTS Budget to districts for approval as presented

E. Old Business

F. Approve Operations Section of the Agenda
Recommended Action: Motion to approve operations section of the agenda moved by Gilbert, with a second by Boyd
The motion is approved with all "Ayes" voice vote

8. New Financial Items

A. Business Manager Report

B. Treasurer Report

C. Statement of Activities through December 31, 2021

D. Checks and Wire Transfers for December 2021
- General Fund - $210,805.49
- Capital Projects Fund - $316,772.85
- Student Activities Fund - $3,282.24

E. Invoices Payable
- General Fund - $192,778.35
- Capital Projects Fund - $376,480.92
- Student Activities Fund - NONE

F. VISA Procurement Card Payment

- November 2021 - $26,804.67
- December 2021 - $20,939.19

G. Construction Cost Summary

- Millcreek requested that payment vs work percent be added to the report

H. Approval of Financial Items Section of the Agenda

Recommended Action: Motion to approve Financial Items Section of the Agenda as presented, moved by Mahoney, with a second by Boyd
The motion is approved with all "Ayes" voice vote

9. Administrative Services and Human Resources

A. Administrative Services and Human Resources Report

B. Resignations and Retirements

- Ken Balsiger retirement effective 02/24/2022

Recommended Action: Motion to accept the retirement of Ken Balsiger effective 02/24/22

C. Hiring

- Joshua Conner as part-time custodian effective on or after 01/31/22
- Deborah Jones as temporary pat-time pandemic coordinator effective on or after 01/31/22

Recommended Action: Motion to approve the following hiring requests: Joshua Conner as a part-time custodian at a probationary rate of $16.88 per hour effective on or after 01/31/22. Deborah Jones as a temporary part-time pandemic coordinator at a rate of $20 per hour effective on or after 01/31/22

D. Policy Review

Recommended Action: Motion to approve 2nd Read and advance to adoption of the Board Policy Revisions as noted in the attached policies and Table of Content.

F. Job Description Revisions

Recommended Action: Motion to approve the Job Description change for the Business Partnerships and Cooperative Education Coordinator and Enrollment and Community Engagement Coordinator positions as noted in the attached job description, effective 01/01/22

G. 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 Boyd, with a second by Olesnanik
The motion is approved with all "Ayes" voice vote

10. Reports

A. Superintendent – Emerick
- Unable to attend but asked Ring to please advise board on his behalf that he approved the ECTS 2022-2023 budget

B. Director – Tarasovitch
- Employee of the month (Mariea Sargent)
- Supplemental equipment grant

C. Solicitor - Sennett
- House bills pending 2148 and 955; Authorizing to legally advertise on website as opposed to Newspaper
- RTK request found a private facebook account of a board member in Crawford County to be public record for talking about school business in his/her account

D. Principal - Aiken
- NONE

E. Approval of Reports Section of the Agenda

Recommended Action: Motion to approve the Reports Section of the Agenda moved by Boyd, with a second by Olesnanik

The motion is approved with 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

M. COW-Estok Properties, LLC Renovation Report

12. Statue-Related Business

A. Staff Travel > 400 Miles

B. Fundraising

C. Facility Use Request (for-profit groups only)

13. Board Actions

- NONE

General Matter:

- Mahoney asked for RCI explanation and Tarasovitch obliged. A discussion about the Community College long term lease at the Skill Center or possible buying the property.
- Sheldon asked if masks are required why aren't we leading by all wearing masks?

14. Adjournment

A. Adjourn

Recommended Action: Motion to adjourn moved by Mahoney, with a second by Boyd
The motion is approved with all "Ayes" voice vote

Mr. Ring, JOC Chairman, adjourned the meeting

15. Reminders

A. Next Meeting Date

- February 24, 2022 @ 6:00pm

Generated by Jessica I. Garnica,
Secretary Joint Operating Committee