Erie County
Technical
School

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

Thursday, February 24, 2022

- Student Spotlight – AUT
- Procedure 126 Enrollment Review – Director Tarasovitch asked for COVID alter of procedure 126; This will allow for additional enrollments and the instructor to stay full-time for one additional year. As of today, Precision Machining is at risk.
- During the Health & Safety plan discussion director Tarasovitch recommended to change mask policy to optional due to 9 districts going optional. If approved, this change will take effect 02/28/22; see agenda 7B.
- Building renovation phase update – Restroom and lockers design issue. ECTS received credits by eliminating fence and retaining wall. Mr. Ring recommend a motion to increase the dollar amount in change orders in which Mr. Tarasovitch can make executive decisions regarding the renovation without having to consult the board; see agenda 7B1
- ARP ESSER Realigned Proposed Spending – Updating the Skill Center Building; HVAC, elevator, drinking fountains, sanitation water stations.
- The executive session was held from 7:25pm to 7:45pm to discuss personnel matters

1. Call to Order

- Mr. Ring, chairperson, called the regular meeting to order at 7:50pm

A. Moment of Reflection

B. Pledge of Allegiance

C. 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: AUT students and instructor

- Chairperson, Ring, announced an executive session meeting was held prior to the Joint Operating Committee meeting.

2. Amendments

A. Amendment Approval
- Add to agenda 9C1 – Director contract
- Add to agenda 7B1 – Change order change adjustment

Recommended Action: Motion to approve the addition of the above amendments moved by Fortin, with second by Brink
Recommended Action: Motion to amend agenda moved by Brink, with second by Morvay
The motions are approved with all "Ayes" voice vote

3. Meeting Minutes

A. Meeting Minute Approval – 02/24/22

Recommended Action: Motion to approve the 02/24/22 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 – AUT
- 2 students placed 4th in the State on a written test

5. Guest and Public Comment

- NONE

6. Important Items Coming to the ECTS

- New students' dinner with instructor was moved to 05/05/22

7. Operations

A. New Business

- MOU

  Recommended Action: Tabled, need to review moved by Gilbert, with second by Brink

  The motion is approved with all "Ayes" voice vote

B. Old Business – Procedure 126

Recommended Action: Motion to approve the proposed "modified" implementation of Procedure 126 as presented for the 2022-2023 School Year moved by Boyd, with second y Morvay

The motion is approved with all "Ayes" voice vote

1. Renovation change order adjustment amount from $10,000 to $50,000 per item for Mr. Tarasovitch to make executive decisions without JOC or building committee approval

Recommended Action: Motion to approve the change order adjustment moved by Brink, with second by Lindner

The motion is approved with all "Ayes" voice vote

C. ARP ESSER/Health & Safety Plan

Recommended Action: Motion to approve the "updated" 2021-2022 Erie County Technical School Health and Safety Plan moved by Mahoney, with second by Morvay

The motion is approved with all "Ayes" voice vote

Recommended Action: Motion to approve the proposed ARP ESSER funds allocation as presented in the work session and start bidding

Moved by Boyd, with second by Fortin

The motion is approved with all "Ayes" voice vote

D. Approve Operations Section of the Agenda

8. New Financial Items

A. Business Manager Report

B. Treasurer Report

C. Statement of Activities through January 31, 2022

D. Checks and Wire Transfers for January 2022

- General Fund - $295,027.67
- Capital Projects Fund - $376,480.92
- Student Activities Fund - $725

E. Invoices Payable

- General Fund - $110,757.00
- Capital Projects Fund - $1,618.80
- Student Activities Fund – $103.95

F. VISA Procurement Card Payment

- January 2022 - $18,194.33
- Open PNC procurement account

Recommended Action: Motion to approve the opening of a PNC bank checking account

G. Construction Cost Summary

H. Approval of Financial Items Section of the Agenda

Recommended Action: Motion to approve Financial Items Section of the Agenda as presented, moved by Boyd, with second by Brink

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

- Intent to retire of Lisa Sorenson before the end of SY 2021-2022
- Intent to retire of Joe Salorio at some point in 2022
- Retirement of Analee Cree effective 06/08/22

Recommended Action: Motion to accept the above requests

C. Hiring

1. Director's contract from interm director to official director

Recommended Action: Motion to approve director's contract moved by Gilbert, with second my Boyd

The motion is approved with all "Ayes" voice vote

D. Job Description Changes

Recommended Action: Motion to approve job description change for the S2 Pupil Services Secretary positions as noted in the attached job description, effective 07/01/22

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 Olesnanik
The motion is approved with all "Ayes" voice vote

10. Reports

A. Superintendent – Emerick
- Commended Mr. Tarasovitch and the admin team for an incredible transition as a new team.
- Brief update to cultivate the funds for capital projects or current expenses 10-15 year plan to get thru this plan by start of next school year

B. Director – Tarasovitch
- Thanking the admin team
- Announcing the employee of the month to be Andy Fair for his hard work with setting up 2 computer labs to the Skill Center

C. Solicitor – Sennett
- NONE

D. Principal – Aiken
- 2 students from cosmetology (COS) passed state board and are now certified

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 Brink
The motion is approved with all "Ayes" voice vote

11. Supplemental Reports and Information

A. Facilities Report
- VonVolkenburg spoked about the Skill Center roof issues and insurance repairs

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:

- Mr. Gilbert asked if the renovation update detail report can be emailed to the JOC board so they can present it to their school district's board.

14. Adjournment

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

Mr. Ring, JOC Chairman, adjourned the meeting @ 8:19pm

15. Reminders

- Next Meeting Date
  March 24, 2022 @ 6:00pm

Generated by Jessica I. Garnica,
Secretary Joint Operating Committee