

AGENDA (Thursday, April 27, 2023)

Generated by Jessica Garnica on Friday, May 19, 2023

Erie County Technical School

Regular JOC Board Meeting

Work Session @ 6:00pm

- *Student Spotlight - SkillsUSA State Competition presented by Mrs. Wagner-Nazario*
 - *50 participants and 5 qualified to states*
- *Cosmetology Resolution - Mr. Tarasovitch*
 - *Conducted an analysis on COS's recruitment process and it is always having a waiting list*
 - *ECTS has turned down about 100 students for the past 2 years due to COS being at full capacity*
 - *This expansion will cause a major change order in the renovation project*
 - *If approved, the extended lab will be ready for the 2024-2025 school year*
- *Safety Plan - Mr. Tarasovitch*
 - *Safety plan has been updated by Mrs. Aiken*
 - *Once construction is complete a safety plan needs to be updated annually per Mr. Ring*
- *Building Renovation Informational Update - Mr. Tarasovitch*
 - *ADS and GRA will start the school year in the Skill Center Building*
 - *CMP will move to the Skill Center Building to either room 209 or 210*
- *Executive Session - Personnel matters*

1. Call to Order

- *Procedural: A. Moment of Reflection*
- *Procedural: B. Pledge of Allegiance*
- *Procedural: C. Roll Call*
 - *Board Members*
 - *Present: Mr. McManus, Dr. Wise, Mr. Olesnanik, Ms. Brink, Mr. King, Mr. Lindner, Mr. Boyd, Mr. Ring, Mr. Gilbert, Mr. Morvay*
 - *Absent: Mr. Fortin*
 - *Others*
 - *Present: Attny. Sennett, Mr. Emerick,*
 - *Administration*
 - *Present: Mrs. Carr, Mrs. Doty, Mrs. Garnica, Mr. Miller, Mrs. Scalise, Mr. VonVolkenburg, Mr. Tarasovitch, Mr. LaVerde*
 - *Absent: Mrs. Aiken*

2. Amendments

- Action: A. Amendment Approval

Recommended Action: Motion to approve amendments to the agenda:

- 3A_Draft meeting minutes for March 23, 2023
- 8A_Business Manager Report
- 8B_Treasurer's Report
- 8C_Statement of Activities CPF
- 8C_Statement of Activities GF
- 8C_Statement of Activities SAF
- 9E_Project Administrator
- 11D_JOC Member Attendance Report
- 11N_JOC Renovation Report

Motion moved by Ms. Brink, with second by Mr. Boyd

Final resolution: Motion carries

3. Meeting Minutes

- Action: A. Meeting Minutes

Recommended Action: Motion to approve the meeting minutes from March 23, 2023, as presented

Motion moved by Ms. Brink, with second by Mr. Boyd

Final resolution: Motion carries

4. Student Accomplishments/Highlights

- Information: A. Students of the Month
- Information: B. Skills USA

5. Guest and Public Comment

- NONE

6. Important Items Coming to the ECTS

- ECTS graduation at Fort LeBoeuf High School on May 31, 2023 (there will be 3 sessions)

- Dinner with the teacher for new recruits on May 4, 2023, from 4:00pm-6:30pm

7. Operations

- Information: A. New Business
- Action: B. Cosmetology Resolution

Recommended Action: Motion to approve the Resolution for the Cosmetology expansion and start for instruction for the 2024-25 School Year

- Action: C. Safe School Plan

Recommended Action: Motion to approve the updated Safe School Plan

- Action: D. Field Trips_Additional

Recommended Action: Motion to approve upcoming field trips

- Action: E. Articulation Agreement - Butler County Community College

Recommended Action: Motion to approve the Articulation Agreement between Butler County Community College and the Erie County Technical School for the Sports Therapy and Exercise Science career major

- Information: F. 2023 NOCTI Testing
- Information: G. Student Intern Agreements - Best Western & Candlewood
- Action: H. Approve Operations Section of the Agenda

Recommended Action: Motion to approve operations section of the agenda
Motion moved by Ms. Brink, with second by Mr. Boyd

Final resolution: Motion carries

8. New Financial Items

- Reports: A. Business Manager Report
- Reports: B. Treasurer Report
- Reports: C. Statement of Activities

- Reports: D. Checks and Wire Transfers
- Reports: E. Open Invoices Payable
- Information, Reports: F. VISA Procurement Card Payment
- Action: G. Approval of Financial Items Section of the Agenda

Recommended Action: Motion to approve Financial Items Section of the Agenda
Motion moved by Ms. Brink, with second by Mr. Lindner

Final resolution: Motion carries

9. Administrative Services and Human Resources

- Information, Reports: A. Administrative Services and Human Resources Report
- Action: B. Resignations & Retirements

Recommended Action: Motion to accept the retirement request of Sherry States effective June 30, 2023 Motion to accept the resignation request of Toni Mazanowski effective June 2023

- Action: C. Hiring & Subs

Recommended Action: Motion to approve the hire of Cara Tingley as the Graphic Media & Design Instructor at Column A, Step 3 prorated on a salary of \$42,708 on or after April 27, 2023

- Action: D. Policies

Recommended Action: Motion to advance Board Policy Revisions as noted in the attached policies and Table of Content

- Action: E. Emerick appointed renovation and project administrator as needed at a rate of \$52 per hour
- Action: F. Approve Administrative Services and Human Resources Section of the Agenda

Recommended Action: Motion to approve Administrative Services and Human Resources Section of the Agenda

Motion moved by Ms. Brink, with second by Mr. Lindner

Final resolution: Motion carries

10. Reports

- Reports: A. Superintendent - Mr. Emerick
 - NONE
- Information, Reports: B. Director - Mr. Tarasovitch
 - Employee of the month for April was Mrs. Heberle, she has done a wonderful job with recruitment letter and OAC
 - Orientation was conducted for new director, Mr. LaVerde, we are happy to have him
 - Mr. LaVerde
 - Staff has been very welcoming
 - Very happy and excited to carry out Mr. Tarasovitch's legacy
- Reports: C. Solicitor - Attny. Sennett
 - NONE
- Information, Reports: D. Principal - Mrs. Aiken
 - ABSENT

Action: E. Approval of Reports Section of the Agenda

Recommended Action: Motion to approve the Reports Section of the Agenda

Motion moved by Ms. Brink, with second by Mr. Boyd

Final resolution: Motion carries

11. Supplemental Reports and Information

- Information, Reports: A. Facilities Report
- Information, Reports: B. Technology Report
- Information, Reports: C. Instructional Support Services Report
- Information, Reports: D. JOC Member Attendance Report
- Information, Reports: E. Secondary Program Enrollment Report
- Information, Reports: F. Transition Center Enrollment Report
- Information, Reports: G. Disabled Population by Program
- Information, Reports: H. Disabled Population by District
- Information, Reports: I. Business Partnership Coordinator Report
- Information, Reports: J. Enrollment and Community Engagement Coordinator Report

- Information, Reports: K. Career Planning Coordinator Report
- Information, Reports: L. RCTC Report
- Information: M. COW-Estok Properties, LLC Renovation Report
- Information: N. JOC Renovation Report

12. Correspondence

- NONE

13. Statue-Related Business

- Reports: A. Staff Travel > 400 Miles
 - NONE
- Action: B. Fundraising
 - NONE
- Information: C. Facility Use Request (for-profit groups only)
 - NONE

14. Board Actions

- NONE

15. Adjournment @ 7:59pm

- Action: A. Adjourn

Recommended Action: Motion to adjourn
 Motion moved by Ms. Brink, with second by Mr. Boyd

Final resolution: Motion carries

16. Reminders

- Information: A. Next Meeting Date - May 25, 2023