JOC AGENDA (Thursday, June 22, 2023)
Generated by Jessica Garnica on Friday, June 23, 2023
Erie County Technical School
Regular JOC Board Meeting

Foundation Meeting @ 6:00pm

Executive Session - Personnel Matters

Work Session

- *Office of Vocational Rehabilitation Work Placement & Training Program - Mr. LaVerde*
    - Students will work for ECTS @ $10.35/hour rate and OVR will reimburse ECTS
    - *Union is on board with this program*
    - *No positions will be eliminated*
    - *Mrs. Garvey named it the EDGE Program*
- *Authorize the Director to Hire - Mr. LaVerde*
    - *The purpose of this is to avoid prospective employees to wait for board approval before submitting a resignation letter to their current employer*
    - *This will also eliminate the need to call for a special meeting before school starts*
    - *JOC Chair will review every hire and LaVerde will keep communication with board via email regarding candidates*
    - *In the August meeting, ratification will be done back to new hire date*
    - *This practice is also in place at General McLane School District per Dr. Wise*
- *Hiring & Subs - Mr. LaVerde*
    - *Gabriella Cook will be the substitute instructor in CUA for the first half of the school year due to one of the instructor's being on sabbatical leave*
- *Director - Mr. Tarasovitch (absent), Mr. LaVerde*
    - *Employee of the month - Jane Boyd*
    - *ECTS hosted teacher in workplace on Monday June 19, 2023; contractors were invited to talk about the current renovation project and took a trip to visit sites*
- *Solicitor - Attny. Sennett*
    - *Provided some research information in regard to Perkins elimination of equipment*
- *Facilities Report - Mr. VonVolkenburg*
    - *Items will be up for sale posted on municibid within next month and items not sold will be up for auction on August 10, 2023*
- *JOC Renovation Report - Mr. Laverde & Mrs. Garnica*
    - *On page 2 of director's report you will find the renovation progress report from Mr. LaVerde*
    - *Mr. LaVerde expressed the amazing job the maintenance/custodian crew are doing with all renovation projects*
    - *Mrs. Garnica - As of May 31, 2023 we have paid out 77% of renovation project with $5.7 million cash on hand, therefore, districts will not receive an invoice for the last 7% yet*
    - *Mr. Fortin asked for an update on the new COS lab*

        - *Mr. LaVerde - we are waiting on getting back solid numbers from contractors for a full project cost*
        - *Next superintendent meeting is August 12, 2023, more information to come in the JOC August 24, 2023 meeting*
    - Mr. LaVerde discussed applying for additional $70,000 of PCCD grant money to cover some security expenses including fencing around certain areas

<u>1. Call to Order by Mr. Ring, JOC Chair @ 7:17pm</u>

- Procedural: A. Moment of Reflection

- Procedural: B. Pledge of Allegiance

- Procedural: C. Roll Call
    - Board Members
        - Present: Mr. McManus, Mr. Fortin, Dr. Wise, Mr. Olesnanik, Ms. Brink, Mr. Ring, Mr. Gilbert
        - Absent: Mr. King, Mr. Lindner, Mr. Boyd
    - Others
        - Present: Attny. Sennett
    - Administration
        - Present: Mrs. Carr, Mrs. Garnica, Mrs. Scalise, Mr. LaVerde, Mr. VonVolkenburg
        - Absent: Mrs. Aiken, Mr. Tarasovitch, Mrs. Doty, Mr. Miller

<u>2. Amendments</u>

- Action: A. 2023-2024 VISA Limits

Recommended Action: Motion to add to the agenda under 8G and move the approval of financial items section of the agenda to 8H

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

Final resolution: Motion carries

- Action: B. Treasurer Nomination

Recommended Action: Motion to add to the agenda under 7I and move the approval of operations section of the agenda to 7J

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

Final resolution: Motion carries

3. Meeting Minutes

- Action: A. Meeting Minutes

Recommended Action: Motion to approve the meeting minutes from May 25, 2023 as presented

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

Final resolution: Motion carries

4. Student Accomplishments/Highlights

- Information: A. Students of the Month
- Information: C. Exemplary Students - 4th Quarter

5. Guest and Public Comment

- NONE

6. Important Items Coming to the ECTS

- NONE

7. Operations - New Business

- Information: A. 2023-2024 Holiday Schedule
- Action: B. 2023-2024 Transition Center Agreement

Recommended Action: Motion to approve the 2023-2024 Transition Center Operating Agreement and forward to the 9 participating districts

- Action: C. 2023-2024 Textbooks

Recommended Action: Motion to approve the following student textbooks beginning 2023-2024 as listed

- Action: D. Office of Vocational Rehabilitation Work Placement & Training Program

Recommended Action: Please entertain the request for Erie County Technical School to be a provider on the list for Office of Vocational Rehabilitation to place students in paid work/training positions. OVR will reimburse ECTS the costs for the students paid work experiences

- Action: E. Authorize the Director to Hire

Recommended Action: Motion to Authorize the Director to hire staff for the start of the 2023-2024 school year prior to the August meeting and to hire staff in the event a board meeting is cancelled due to a lack of quorum during the 2023-2024 school year

- Action: F. 2022-2023 Preliminary Budget Transfers

Recommended Action: Motion to approve preliminary budget transfers in the amount of $274,100 and any transfers necessary through the audit recommendations to close the 2022-2023 fiscal year.

- Action: G. 2022-2023 Audit

Recommended Action: Motion to continue the ECTS auditing services with Buseck, Barger, Bleil & Co., Inc. at the current cost of $12,000 due to having the experience and knowledge of our school as our auditors for the past 8 years and ECTS administration turnover

- Action: H. 2023-2024 Insurance Contract with Wagner-Giblin Agency

Recommended Action: Motion to award the insurance package to CM Regent Insurance Company (a company associated with the PASBO Insurance Trust) and UPMC Workpartners, for a total amount of $85,990

- Action: I. Treasurer Nomination
    - Mr. Morvay was nominated for the 2023-2024 school year

Recommended Action: Motion to approve the nomination of Mr. Morvay as treasurer for the next (1 year) term

- Action: J. Approved Operations Section of the Agenda

Recommended Action: Motion to approve operations section of the agenda

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

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
- 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. McGilbert

Final resolution: Motion carries

9. Administrative Services and Human Resources

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

Recommended Action: Motion to accept the retirement request of Bruce Marzka effective September 30, 2023

- Action: C. Hiring & Subs

Recommended Action: Motion to grant regular employment status to Abigail Plummer, a C2, Custodian, effective June 19, 2023, at the rate of $17.59 per hour Motion to grant regular employment status to Eileen Rosa, a SAA-2, Instructional Aide, effective June 12, 2023, at the rate of $17.63 per hour Motion to ratify the hire of Gabriella Cook as a part-time Instructional Aide at a probationary rate of $18.09 per hour effective on August 25, 2023 Motion to ratify hiring Benjamin Igras as the Technology Support Specialist on June 12, 2023 using the Summer Help funds as outlined and approved at the May JOC meeting Motion to hire Joshua Harper as a part-time custodian for the start of the 2023-2024 school year Motion to approve hiring David Pitto as a part-time maintenance utility worker for the start of the 2023-2024 school year Motion to approve the list of substitutes listed below

- Action: D. Policies

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

- Action: 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

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

Final resolution: Motion carries

10. Reports

- Reports: A. Superintendent - Mr. Emerick
- Information, Reports: B. Director - Mr. Tarasovitch
- Reports: C. Solicitor - Attny. Sennett
- Information, Reports: D. Principal - Mrs. Aiken
- Action: E. Approval of Reports Section of the Agenda

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

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. Renovation & Project Administrator Report

- Information: N. JOC Renovation Report

12. Correspondence

- NONE

13. Statue-Related Business

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

14. Board Actions

- NONE

15. Adjournment @ 7:23pm

- Action: A. Adjourn

Recommended Action: Motion to adjourn

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

Final resolution: Motion carries

16. Reminders

- Information: A. Next Meeting Date - August 24, 2023