

JOC AGENDA (Tuesday, December 19, 2023)*Generated by Jessica Garnica on Wednesday, December 20, 2023***Erie County Technical School Regular JOC Board Meeting****Work Session**

- Auditor Bryant Sapone from Buseck, Barger, Bleil & Co. Inc. presented the 2022-2023 ECTS Audit. ECTS is doing well, last year's findings were corrected and there were no new findings. Foundation Audit is not needed, only 990 filing can be done, if audit needed it can be rolled into ECTS Audit.
- Majority of renovation is expected to be completed by the end of January 2024.
- Competitive equipment grant submission with a match
- Extensive discussion regarding what programs to add/expand; which will be up for vote in the January 25, 2024 board meeting.
- Foundation meeting @ 7:41pm

1. Call to Order by Mr. Ring @ 7:51pm

- Procedural: A. Moment of Reflection
- Procedural: B. Pledge of Allegiance
- Action: C. New District Appointed Committee Members
 - Harborcreek School District re-appointed Terri Brink
 - Fort LeBoeuf School District re-appointed Dennis Fortin
 - Girard School District re-appointed Dennis Olesnanik

Recommended Action: Motion to accept district re-appointed committee members

Motion moved by Mr. Boyd, with second by Mr. Gilbert

Final resolution: Motion carries

- Procedural: D. Roll Call
 - Board Members
 - Present: Mr. Fortin, Mr. Olesnanik, Mr. Coblenz, Mr. Lindner, Mr. Boyd, Mr. Ring, Mr. Gilbert, Mr. Morvay
 - Absent: Mr. McManus, Dr. Wise, Ms. Brink
 - Others
 - Present: Attny. Sennett
 - Administration
 - Present: Mrs. Garnica, Mrs. Scalise, Mr. LaVerde, Mr. VonVolkenburg, Mrs. Doty, Mr. Miller, Mrs. Aiken, Mrs. Carr
 - Absent: Mr. Emerick
- Action, Procedural: E. Chairperson Election
 - Mr. Ring was nominated by Mr. Gilbert and Mr. Olesnanik
 - Nominations closed

Recommended Action: Motion to approve Mr. Ring as Chairperson for another term

Motion moved by Mr. Gilbert, with second by Mr. Lindner

Final resolution: Motion carries

- Action, Procedural: F. Vice Chairperson Election
 - Mr. Gilbert was nominated by Mr. Boyd and Mr. Olesnanik
 - Nominations closed

Recommended Action: Motion to approve Mr. Gilbert as Vice Chairperson for another term

Motion moved by Mr. Morvay, with second by Mr. Boyd

Final resolution: Motion carries

2. Executive Session

- An Executive Session for Personnel matters occurred at break between Work Session and Official JOC Meeting.

3. Amendments

- Action: A. MOU_AFT-CPU add to 10F

Recommended Action: Motion to approve the addition of MOU with AFT-CPU to 10E of the agenda

Motion moved by Mr. Gilbert, with second by Mr. Coblenz

Final resolution: Motion carries

4. Meeting Minutes

- Action: A. Meeting Minutes

Recommended Action: Motion to approve the meeting minutes from October 26, 2023 as presented.

Motion moved by Mr. Morvay, with second by Mr. Boyd

Final resolution: Motion carries

5. Student Accomplishments/Highlights

- Information: A. ECTS Elf on the Shelf
- Information: B. Students of the Month

6. Guest and Public Comment

- NONE

7. Important Items Coming to the ECTS

- CLNA Meeting on January 19, 2024.

8. Operations - New Business

- Action: A. 2022-2023 Final Audit

Recommended Action: Motion to approve 22-23 Final Audit as presented

- Action: B. Field Trips

Recommended Action: Motion to approve the proposed field trips attached.

- Action: C. 2024 JOC Meeting Dates

Recommended Action: Motion to approve the 2024 JOC meeting Dates.

- Action: D. Approve Operations Section of the Agenda

Recommended Action: Motion to approve operations section of the agenda

Motion moved by Mr. Boyd, with second by Mr. Gilbert

Final resolution: Motion carries

9. New Financial Items

- Reports: A. Business Manager Report
 - July 2023-November 2023
- Reports: B. Treasurer Report
 - July 2023-September 2023
 - July 2023-November 2023
- Reports: C. Checks, Bank Drafts & Wire Transfers
 - October 27, 2023-December 19, 2023
- Reports: D. Statement of Activities
 - July 2023-November 2023
- Reports: E. Open Invoices Payable
 - as of December 31, 2023
- Information, Reports: F. VISA Procurement Card Payment
 - October 2023
 - November 2023

Action: G. Approval of Financial Items Section of the Agenda

Recommended Action: Motion to approve Financial Items Section of the Agenda

Motion moved by Mr. Boyd, with second by Mr. Morvay

Final resolution: Motion carries

10. Administrative Services and Human Resources

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

Recommended Action:

10C.a: Motion to approve resignation of Julianne Valerio (Instructional Aide) effective December 15, 2023. b. Motion to approve the retirement of Jane Boyd (Instructional Aide) effective June 6, 2024.

- Action: D. Hiring & Subs

Recommended Action:

10D.a: Motion to ratify the hire of Patrick Hoover as the Computer Networking Instructor, at Column A/B step 5, for an annual salary of \$45,408 per year, as of November 20, 2023.

10D.b: Motion to grant regular employment status to Michael Almeda, a M4, Grounds/Utility Worker, effective December 22, 2023, at the rate of \$18.29 per hour.

10D.c: Motion to grant regular employment status to Kenneth Woodcock Jr., a M3, Maintenance Utility Worker, effective December 22, 2023, at the rate of \$20.95 per hour.

10D.d: Motion to approve the hire of Ann Warner as the Business Office Secretary, at an hourly rate of \$23.18, beginning on January 2, 2024.

10D.e: Motion to approve the transfer Michael Almeda from the Part-Time Grounds/Utility M4 position to Part-Time Custodian C2 position at a rate of \$18.29 per hour effective after a replacement for the M4 position is found.

10D.f: Motion to approve the transfer Misty Dempsey from Temporary Part-Time Instructional Aide to Regular Part-Time Instructional Aide position at a rate of \$18.34 per hour effective on or after December 19, 2023. 10D.g: Motion to approve the hire of Ashley Dawson as the Transition Center Program Coordinator, at Column A/B step 6, for an annual salary of \$46,008 per year, effective January 8, 2024.

- 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 Mr. Boyd, with second by Mr. Fortin

Final resolution: Motion carries

- Action: F. MOU_AFT-CPU
 - **Tabled for next JOC Board Meeting in January**

Motion moved by Mr. Olesnanik, with second by Mr. Gilbert

Final resolution: Motion carries

11. Reports

- Reports: A. Superintendent - Mr. Emerick
 - ABSENT
- Information, Reports: B. Director - Mr. LaVerde
 - See report
- Reports: C. Solicitor - Attny. Sennett
 - Sunshine Act does not allow to add contracts or spending money as amendments to agenda
 - Response letter to auditors, ECTS has no pending claims or lawsuits
- Information, Reports: D. Principal - Aiken
 - See report

12. Supplemental Reports and Information

- Information, Reports: A. Facilities Report
- Information, Reports: B. Technology Report
- Information, Reports: C. Instructional Support Services Report
- Information: 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

13. Correspondence

- NONE

14. Statue-Related Business

- Reports: A. Staff Travel > 400 Miles
 - NONE
- Action: B. Fundraising

Recommended Action: Motion to approve possible fundraisers for programs to fund their enterprise accounts.

Motion moved by Mr. Boyd, with second by Mr. Gilbert

Final resolution: Motion carries

- Information: C. Facility Use Request (for-profit groups only)
 - NONE

15. Board Actions

- NONE

16. Adjournment

- Action: A. Adjourn @ 8:14pm

Recommended Action: Motion to adjourn

Motion moved by Mr. Boyd, with second by Mr. Fortin

Final resolution: Motion carries

17. Reminders

- Information: A. Next Meeting Date - January 25, 2024