

JOC AGENDA (Thursday, May 22, 2025)*Generated by Misty Dempsey on Friday, May 23, 2025***Work Session**

Student Spotlight: One Skills USA group of students made it to Nationals. They will be going to Georgia at the end of June to compete at the National Level. Students came in to present what they used as their showcase.

Cosmetology students also presented about their successful trip to Chicago for the annual hair show hosted there.

Cooperative Education- Mr. Zellefrow presented information on the successes the co-op program is experiencing and ideas for continuous growth and development.

1. Call to Order

Procedural: A. Moment of Reflection

Procedural: B. Pledge of Allegiance

Procedural: C. Roll Call

2. Executive Session

3. Amendments

Action: A. NONE

4. Meeting Minutes

Action: A. Meeting Minutes

Recommended Action: Motion to approve the meeting minutes from April 24, 2025 as presented.

5. Student Accomplishments/Highlights

Information: A. Student Accomplishments/Highlights

6. Guest and Public Comment

7. Important Items Coming to the ECTS

Information: A. Important Items Coming to the ECTS

8. Operations - Old Business

9. Operations - New Business

Action: A. ECTS_Mercyhurst Articulation Agreement

Recommended Action: Motion to endorse the articulation agreement with Mercyhurst for the following programs. Agreement attached.

Action: B. ECTS_Penn College of Technology Articulation Agreement

Recommended Action: Motion to endorse the articulation agreement with Penn College of Technology for the Diversified Occupations program. Agreement attached.

Action: C. ECTS_EC3 Articulation Agreement

Recommended Action: Motion to endorse the articulation agreement with Erie County Community College for the Diversified Occupations program. Agreement attached.

Action: D. ECTS_EC3 Business Entrepreneurship Program Articulation Agreement

Recommended Action: Motion to endorse the articulation agreement with Erie County Community College's Business/Entrepreneurship Program for the programs listed on the agreement. This agreement gives 9 elective credits to ECTS students. Agreement attached.

Action: E. Donations

Recommended Action: Motion to accept the donation from The Warren Company of 1,738 lbs of steel to support Metal Fabrication Technologies Program.

Action: F. 2024-2025 Buseck, Barger, Bleil, & CO_ Audit Engagement Letter

Recommended Action: Motion to approve the 2024-2025 Audit Engagement Letter.

Information: G. 2025-2026_ECTS Pay Dates

Action: H. 2025-2026_TRC Operating Agreement

Recommended Action: Motion to approve the Special Education Transition Center Operating Agreement effective July 1, 2025 through June 30, 2026, as presented.

Action: I. Job Descriptions - Supervisor of Instruction & Assessment, & Supervisor of Special Education & Work-Based Learning; with increase in pay of \$5,570 for 18 extra days for Supervisor of Special Education & Work-Based Learning

Recommended Action: I.a: Motion to approve the Revised job descriptions for Supervisor of Special Education & Work-Based Learning and Supervisor of Instruction & Assessment as presented. I.b: Motion to approve an increase in pay of \$5,570 for 18 extra days for the Supervisor of Special Education & Work-Based Learning.

Action: J. 2025-2026 Commonwealth Charter Academy Agreement

Recommended Action: Motion to approve the 2025-2026 Commonwealth Charter Academy Agreement.

Action: K. 2025-2026 PA Cyber Agreement

Recommended Action: Motion to approve the 2025-2026 PA Cyber Agreement.

Action: L. Summer Camps

Recommended Action: Motion to approve holding Summer Camps at ECTS.

Action: M. Energy Rebate Offer

Recommended Action: Motion to approve the acceptance of the Energy Rebates offer for the Renovation Project #1342421-A

Action: N. Field Trips

Recommended Action: Motion to approve the following field trips for the ECTS students:

Action: O. Approve Operations Section of the Agenda

Recommended Action: Motion to approve operations section of the agenda

10. New Financial Items

Reports: A. Business Manager Report

Reports: B. Treasurer Report

Reports: C. Open Invoices Payable

Reports: D. Statement of Activities

Reports: E. Payables

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

11. Administrative Services and Human Resources

Information, Reports: A. Administrative Services and Human Resources Report

Action: B. Policies

Recommended Action: Motion to advance Board Policy Revisions as noted in the attached policy.

Action: C. Hiring & Transfers

Recommended Action: Motion to ratify the hire of Amber Schultz as a Temporary Substitute in CMN at a rate of \$150.00 per day effective 5/7/25.

Action: E. 2025-2026 Retirement Incentive

Recommended Action: Motion to approve the second year of the Retirement Incentive per the Professional Unit contract agreement for the 2025-2026 school year.

Action: F. Bereavement Leave Extension Request_Mello

Recommended Action: Motion to approve the two-day extension of bereavement leave for Mr. Mello.

Action: G. Correction to S2 Secretary Rate_Hamilton

Recommended Action: Motion to correct the hire rate of Tracy Hamilton as a full-time (210 day) Secretary at a probationary rate of \$21.63 per hour retroactive to the hire date of April 16, 2025.

Action: H. Approve Administrative Services and Human Resources Section of the Agenda

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

12. Reports

Reports: A. Superintendent

Information, Reports: B. Leadership Report - Director & Principal

Reports: C. Solicitor

Action: D. Approval of Reports Section of the Agenda

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

13. Supplemental Reports and Information

Information, Reports: A. Facilities Report

Information, Reports: B. Supervisors of Instructional Support Services Report

Information, Reports: C. Technology Report

Information, Reports: D. JOC Member Attendance Report

Information, Reports: E. Secondary Program & Transition Program Enrollment Report

Information, Reports: F. Disabled Population

Information, Reports: G. Business Partnership Coordinator Report

Information, Reports: H. Enrollment and Community Engagement Coordinator Report

Information, Reports: I. Career Planning Coordinator Report

Information, Reports: J. RCTC Report

14. Statute-Related Business

Reports: A. Staff Travel > 400 Miles

Information: C. Facility Use Request

15. Correspondence

16. Board Actions

17. Adjournment

Action: A. Adjourn

Recommended Action: Motion to adjourn

18. Reminders

Information: A. Next Meeting Date - June 26, 2025