



Joint Operating Committee - Meeting Agenda

Thursday, April 22, 2010

Erie County Technical School, 8500 Oliver Road, Erie, PA 16509

Work Session - 6:00 pm

1. Applications and Admissions Review

Regular Meeting - 7:00 pm

1. Call to Order

- A. Moment of Reflection
- B. Pledge of Allegiance
- C. Roll Call:

 Foyle, Ogden, Heath, Bucksbee, Gainer, Kaliszewski, Scutella, Rodgers, Ring, Price, Duda

2. Meeting Minutes

- A. Motion to accept the minutes of the March 25, 2010 meeting as presented

3. Introduction of Guests

4. Correspondence

- A. None

5. Business

- A. Report - Business Manager - Paul Fritz
- B. **Motion to approve the following reports, payments and invoices:**
 - 1. Revenue and Expenditure Reports, as presented:
 - a) General Fund
 - b) Food Service Fund
 - c) Capital Reserve Fund
 - d) Student Activities Report

2. Checks and Invoices, as presented:
 - a) General Fund Checks, Wire Transfers and Invoices: \$ 500,999.09
 - b) Food Service Fund Checks and Invoices: \$ 1,092.87
 - c) Capital Reserve Fund Checks and Invoices: \$ 4,369.70
 - d) Student Activity Fund Checks and invoices: \$ 408.54
3. VISA procurement card payment, as presented: \$ 49,540.76
4. Treasurer's Report, as presented: March 2010 summary
5. General Fund Budget transfers – as presented

6. Human and Quality Resources

- A. Report—Coordinator of Human and Quality Resources, Natalie Fatica
 1. Motion to hire Nathan Gilkinson and (name(s) to be provided later) as seasonal help at the rate of \$8.00 per hour beginning on or after May 1, 2010
 2. Motion to appoint Dr. Michele Campbell, as Superintendent of Record for the first semester of the 2010-2011 school year, and Dr. James Tracy as Superintendent of Record during the second semester. Both individuals would be compensated for their service at one-half the regular rate of \$3,000 of a full-term Superintendent of Record
 3. Motion to approve Dan Lasher, M-2-Maintenance employee, for intermittent uncompensated leave of absence per Board Policy #539 from 4/22/10 through 6/30/10, as requested

7. Operations

- A. Administrative Reports
 1. Superintendent Report– Michele Campbell, Fort LeBoeuf School District
 2. Director Report — Aldo Jackson
 3. Solicitor Report — Timothy Sennett
 4. High School Principal Report — Joe Tarasovitch
 5. RCTC Report — Mary Ellen Camp
 6. Facilities Report — Steven Sceiford
 7. Technology Report — Jeff Smith
 8. Instructional Support Services Report - Pat Holland and Jan Kennerknecht

B. Staff Travel >400 miles (Polices: 331,431,531)

1. Motion to approve Paul Fritz, Business Manager, to attend the ASBO annual conference in Orlando, Florida, September 24-27, 2010

C. Student Field Trips and Fundraising (Policy 121)

1. **Motion to approve student field trips, community service, and fund raising:**

- a) GRA, ADS- Travel to Pittsburgh Technical Institute, Pittsburgh, PA, 5/5/10, cost: \$1,200 for buses
- b) ECTS- Overnighter at Glenwood YMCA, Erie, PA, 5/14/10, w/ Staff chaperones, approx 35 students, cost: \$500 approved at March JOC meeting

D. Facility Use Requests – profit making organizations (Policy 707)

1. None

E. Other Operations

1. Motion to approve attached lease agreement with Pitney Bowes for a digital meter mailing system at \$128.14 per month for 60 months

8. Other Business

A. None

9. Supplemental Information

- A. Board Attendance Report
- B. High School Enrollment Report-Tarasovitch
- C. Career and Alternative Education Enrollment Report-Tarasovitch
- D. Student Co-op Work Experience Report-Shaffer
- E. Business Partnership Contacts-Shaffer
- F. Admissions Coordinator Report-Sorensen
- G. Admissions Letter-2010
- H. NOCTI and NRCCTE Case Study
- I. Next meeting: **Thursday, May 27, 2010**

10. Adjournment-Joint Operating Committee meeting