Erie County Technical School

Joint Operating Committee - Meeting Agenda

Thursday, June 24, 2010

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

Work Session - 6:00 pm

1. Auditors Planning Discussion - Felix & Gloekler, P.C. - Natalie Heberlein, CPA
2. Electrical Construction Lighting Upgrade Project Bids- Chris Coughlin, HRL Architects
3. Operation & Management Survey Results Review- Aldo Jackson
4. Marketing Plan Review- Aldo Jackson

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, DiPlacido, Rodgers, Ring, Price, Duda
2. **Meeting Minutes**
   - A. **Motion to accept the minutes of the May 27, 2010 meeting as presented**
3. **Introduction of Guests**
4. **Correspondence**
   - A. Roach Hewitt, CIS Instructor- letter from faculty and support staff regarding presentations at the May JOC meeting
   - B. Rosanne Gangemi-letter acknowledging ‘status quo’ working conditions under the Classified Unit bargaining agreement
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: $ 637,139.21, $3,355.32, $12,197.52
   b) Food Service Fund Checks and Invoices: $ 1,168.63, $253.00
   c) Capital Reserve Fund Checks and Invoices: $ 871.00
   d) Student Activity Fund Checks and invoices: $ 3,120.91

3. VISA procurement card payment, as presented: $ 43,447.00

4. Treasurer's Report, as presented: May 2010 summary

5. General Fund – Budget Transfers – None

C. **Motion to approve the VISA card holders and spending limits effective July 1, 2010, as presented**

6. Human and Quality Resources

A. Report—Coordinator of Human and Quality Resources – Natalie Fatica

B. **Motion to approve the administrative salaries and merit payments for 2010-2011 as presented**

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) - **None**

C. Student Field Trips and Fundraising (Policy 121) – **None**

D. Facility Use Requests – profit making organizations (Policy 707) – **None**

E. Other Operations

1. **Motion to accept the insurance quotes effective July 1, 2010 as listed:**
   a) **Property, Liability, Auto: Wagner Giblin-PSBA, $ 42,718**
   b) **Worker Compensation: Wagner-Giblin-PSBA $ 19,566**

2. **Motion to approve the agreement with Premier Power Solutions, LLC to provide electric energy purchasing consulting services including information, assistance, and recommendations related to electric energy purchases and manage all aspects of the purchasing process**

3. **Motion to award the electrical construction contract to Electrical & Mechanical Systems for $213,259.00 per the bid specifications, contingent upon receiving approval of the Act 129 First Energy rebate**

4. **Motion to approve the lease agreement with Northwest Tri-County Intermediate Unit for a portion of the Regional Skill Center Building for use by the Regional Choice Initiative and the Erie County Academy of Collegiate and Advanced Studies at a rent amount of $40,000 from July 1, 2010 through June 30, 2011**

5. **Motion to approve a revision in the 2010-2011 school calendar that moves the first in-service day to Thursday, August 26, 2010, as presented**

6. **Motion to approve the appointment of Patty Palo, ECTS Guidance Counselor, to the board of the PA School Counselors Association as the PINS-Professional Interest Network representative, July 1, 2010 through June 30, 2011**

7. Policy 213- Assessment of Student Progress - Revision- First Reading

8. **Other Business - None**

9. **Supplemental Information**

A. Board Attendance Report

B. High School Enrollment Report-Tarasovitch

C. Admissions Coordinator Report-Sorensen

D. ECTS-Perfect Attendance-Tarasovitch

E. ECTS-Honor Roll-Tarasovitch

F. ECTS-Distinguished Student-Tarasovitch

G. Planning Retreat Document and Rank of Priority Issues-Jackson

H. Operation & Management Survey-Fatica

I. Priority Actions Plans – 2010-2011-Jackson

J. Tools for Schools Marketing Plan-Jackson

K. Next meeting: **Thursday, July 22, 2010**

10. **Adjournment**