



Joint Operating Committee - Meeting Agenda

Thursday, March 25, 2010

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

Work Session - 6:00 pm

- 1. Building Renovation and Expansion Feasibility Study – Chris Coughlin - follow up discussion**
- 2. Lighting systems project presentation- Steve Sceiford, ECTS Facilities Manager**

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 February 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: \$ 515,188.42
 - b) Food Service Fund Checks and Invoices: \$ 783.96
 - c) Capital Reserve Fund Checks and Invoices: \$ 11,091.19
 - d) Student Activity Fund Checks and invoices: \$ 4,647.50
3. VISA procurement card payment, as presented: \$ 49,157.31
4. Treasurer's Report, as presented: February 2010 summary
5. General Fund Budget transfers – none

6. Human and Quality Resources

- A. Report—Coordinator of Human and Quality Resources, Natalie Fatica
 1. **Motion to hire (name to be provided) as a substitute Technology Technician at the rate of pay of \$10.00 per hour and as seasonal help at the rate of pay of \$8.00**

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. None

C. Student Field Trips and Fundraising (Policy 121)

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

- a) ELC, NTW, CIS, EET – Travel to PSU-Behrend for Engineering Dept tour- cost of bus: \$200 (estimate), date to be determined
- b) ELC, NTW, CIS, EET – Travel to Gannon University for Electrical & Computer Engineering Day, cost of bus \$200 (estimate), 4/30/10
- c) CNT – Travel to Carpenter Training Center, Pittsburgh, PA, to see training through carpenters' union, cost of bus \$400 (estimate), 5/14/10
- d) AUT- Travel to Summit Motor Sports Park, Norwalk, OH, for races and to learn about motor sports opportunities, Cost: includes bus \$1850, entry tickets and snacks with a Student share of \$45 each to offset costs
- e) ELC, DDE, TDI, EET, FMT-Travel to Washington DC, 5/7/10 – 5/8/10, cost of buses of \$6,200 (General Fund various travel and consumable budgets + Perkins grant funding)
- f) ECE-Community Service - Walk for Autism, 4/24/10, raising funds and sale of team t-shirts
- g) Skills USA-Fundraising- sales of beef jerky 4/1/10-5/15/10
- h) ECE-Travel to Erie Zoo, May 2010, cost of bus \$120
- i) ECE-Travel to Penn State Coop Extension, Celebrate the Family, 4/23/10, cost of bus \$120

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

- 1. Motion to approve the request of Family First Academy to rent classrooms in the Skill Center building for the 2011-2012 academic year**

E. Other Operations

- 1. Motion to accept a donation from Eriez Manufacturing Co. of \$200 for the purchase of 25 calculators for student use in the Transition Center**
- 2. Motion to accept a donation from Lincoln Electric to RCTC welding program**

1. Other Business

- A. None

2. 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. List of companies represented at the Occupational Advisory Committee meeting 3/9/10
- G. Statement of Financial Interests- 2009 – Due May 1, 2010
- H. Next meeting: **Thursday, April 22, 2010**

3. Adjournment-Joint Operating Committee meeting