Joint Operating Committee - Meeting Minutes

Thursday, February 25, 2010

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

Work Session

HRLC-Building Survey and Feasibility Study

6:00 pm –Presentation and discussion of the HRLC-Building Survey and Feasibility Study for the Erie County Technical School and Regional Skill Center buildings

- Dr. Jackson presented a photo album of many of the problem areas with the buildings
- Chris Coughlin of *Halgren, Restifo, Loop & Coughlin – Registered Architects* presented the study results
- Dr. Campbell reported that the superintendents have discussed the building feasibility study and support continuing the development of PlanCon up to a "shovel ready" project
- Mr. Coughlin stated that the design and engineering fees to get a project through PlanCon Part F and ready for bidding would be approximately $2.8 million
- Mr. Bucksbee encouraged the JOC members to review the study with their district superintendents

(Copy of feasibility study is filed with the official minutes and posted to the webpage)

Regular Meeting

Call to Order

James Bucksbee, Chairperson, called the regular meeting to order at 7:46 pm

Moment of Reflection

Pledge of Allegiance

Roll Call

Paul Fritz, Secretary, called the roll:

Committee members:

Committee members:	District:	Present	Absent
Andrew Foyle	Fairview	x	
John Ogden	Fort LeBoeuf	x	
Robert Heath	Girard	x	
James Bucksbee	General McLane	x	
Barbara Gainer	Harbor Creek	x	
William Kaliszewski	Iroquois		x
Terry Scutella	Millcreek	x	
David Rodgers	North East	x	
Sam Ring	Northwestern	x	
Loretta Price	Union City		x
Eric Duda	Wattsburg	x	

Others Present:

Administration:	Position	Present	Absent
Michele Campbell	Superintendent of Record	x	
Aldo Jackson	Director	x	
Timothy Sennett	Solicitor	x	
Joseph Tarasovitch	Principal	x	
Paul Fritz	Business Manager & Board Secretary	x	
Natalie Fatica	Human & Quality Resources Coordinator	x	
Mary Ellen Camp	RCTC Manager	x	
Steve Sceiford	Facilities Manager	x	
Jeff Smith	Technology Manager	x	
Pat Holland	Supervisor of Student Services	x	
Jan Kennerknecht	Supervisor of Student Services	x	

January 28, 2010 Meeting Minutes

Motion to accept the minutes of the January 28, 2010 meeting as presented
Moved by Duda, with second by Ogden
The motion is approved with an all "ayes" voice vote
(Copy is are filed with the official minutes)

Guests and Comments

Guests signed in and present: Rosanne Gangemi, Elaine Shaffer- no comments

Correspondence

AFT-Homer

- Letter from AFT Pennsylvania Staff Representative Paul Homer notice of withdrawal of grievance
  (Copy is filed with the official minutes)

Business

Report –Paul Fritz, Business Manager (Copy filed with the official minutes)

Financial Reports, Payments and Invoices

Motion to approve the following reports, payments and invoices:

- Revenue and Expenditure Reports, as presented:
  - General Fund
  - Food Service Fund
  - Capital Reserve Fund
  - Student Activities Report
- Checks and Invoices, as presented:
  - General Fund Checks, Wire Transfers and Invoices: $ 480,464.27
  - Food Service Fund Checks and Invoices: $ 1,651.96
  - Capital Reserve Fund Checks and Invoices: $ 514.00
  - Student Activity Fund Checks and invoices: $ 3,146.07
- VISA procurement card payment, as presented: $ 44,910.03
- Treasurer's Report, as presented: January 2010 summary
- General Fund Budget transfers – none

All Business items moved by Duda, with second by Heath
The motion is approved with an all "ayes" voice vote
(Copies of reports and payment lists are filed with the official minutes)

Human and Quality Resources

Report – by Natalie Fatica, Coordinator of Human and Quality Resources
(Copy filed with the official minutes)

Kurpiewski-substitute instructor

Motion to approve Kathleen Kurpiewski as a substitute instructor at the rate of pay of $75.00 per day effective February 26, 2010
Moved by Ring, with second by Duda
The motion is approved with an all "ayes" voice vote

Operations

Administrative Reports

- Superintendent's Report– Michele Campbell, Fort LeBoeuf School District
    - Reported (during the work session) that the superintendents had discussed the building feasibility study and support continuing the development of plans up to a "shovel ready" project
- Director's Report — Aldo Jackson
- Solicitor's Report — Timothy Sennett
    - Reported that he had reviewed the proposed Policy changes on the agenda and also
    - Reviewed the vote requirements for borrowing of funds
- High School Report — Joe Tarasovitch
- RCTC Report — Mary Ellen Camp
- Facilities Report — Steven Sceiford
- Technology Report — Jeff Smith
- Instructional Support Services Report - Pat Holland and Jan Kennerknecht

(Copy of each report is filed with the official minutes)

Staff Travel >400 miles (Polices: 331,431,531) - None

Student Field Trips and Fundraising (Policy 121)

Motion to approve the following student field trips and fund raising:

- CIS and HEA field trip to Erie Business Center, 3/19/10, PM, cost of bus $120
- ELC/EET/FMT- field trip to Eriez Magnetics, March 2010, cost of bus $200

Moved by Ring, with second by Heath
The motion is approved with an all "ayes" voice vote

Facility Use Requests – profit making organizations (Policy 707) - None

Other Operations

Policy 815.1 – Third Party Remote Access

Motion to waive the second reading and to approve Policy 815.1 – Third Party Remote Access, as presented
Moved by Ogden, with second by Ring
The motion is approved with an all "ayes" voice vote
(Copy of policy is filed with the official minutes, policy books and posted to webpage)

Policy 314.1, 414.1, 514.1 Infection Control/Universal Precautions

Motion to waive second reading and to approve revisions to Policy 314.1, 414.1, and 514.1 Infection Control/Universal Precautions, as presented

- Policy 314.1 –Infection Control/Universal Precaution –Admin Employees
- Policy 414.1 –Infection Control/Universal Precaution –Professional Employees
- Policy 514.1 –Infection Control/Universal Precaution –Classified Employees

Moved by Ogden, with second by Foyle
The motion is approved with an all "ayes" voice vote
(Copy of policies are filed with the official minutes, policy books and posted to webpage)

Other Business - None

Supplemental Information

- Board Attendance Report
- High School Enrollment Report-Tarasovitch
- Distinguished Student List-Tarasovitch
- Honor Roll List-Tarasovitch
- Perfect Attendance List-Tarasovitch
- Career and Alternative Education Enrollment Report-Tarasovitch
- Student Co-op Work Experience Report-Shaffer
- Business Partnership Contacts-Shaffer
- Statement of Financial Interests- 2009

  (Copy of each is filed with the official minutes)

- Next meeting: Thursday, March 25, 2010

Adjournment-Joint Operating Committee meeting

Moved by Ogden to adjourn the meeting
Mr. Bucksbee, Chairperson, adjourned the meeting at 8:45 pm

Minutes prepared by,

Paul D. Fritz, Secretary
Joint Operating Committee
Erie County Technical School