



Joint Operating Committee - Meeting Agenda

Thursday, April 28, 2011

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

Meet the Teacher Event and Dinner
Joint Operating Committee Members Invited
5:00 pm until 6:30 pm

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, Rogala, Scutella, Rodgers, Ring, Price, Duda

2. Meeting Minutes

- A. **Motion to accept the minutes of the March 24, 2011 meeting as presented**

3. Introduction of Guests and Public Comment

4. Correspondence - 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: \$ 508,515.12
 - b) Food Service Fund Checks and Invoices: \$ 1,309.53
 - c) Capital Projects Fund Checks and Invoices: \$ 0.00
 - d) Student Activity Fund Checks and invoices: \$ 4,543.31
3. VISA procurement card payment, as presented: \$ 48,003.01
4. Treasurer's Report, as presented: March 2011 Summary
5. General Fund – Budget Transfers – none this month

6. Human and Quality Resources

- A. Report—Coordinator of Human and Quality Resources – Natalie Fatica
- B. **Motion to approve an uncompensated, administrative internship for Donna Erdman from April 2011 to August 2011**

7. Operations

- A. Administrative Reports
 1. Superintendent of Record Report— James Tracy, Girard 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 — Steve Sceiford
 7. Technology Report — Jeff Smith
 8. Student Instructional Support Services Report – Pat Holland and Jan Kennerknecht
- B. Priority Action Plans
 1. 2010-2011 Priority Action Plans- update –Aldo Jackson
- C. Staff Travel >400 miles (Polices: 331,431,531) - **None**

D. Student Field Trips and Fundraising (Policy 121)

1. **Motion to approve the following Field Trips and Fundraising:**

- a) **ECE - March for Babies- community service fundraising-May 1, 2011**
- b) **Outstanding 20 seniors- Bay Front Convention Center-April 29, cost of bus reimbursed by IU5 tech prep grant**
- c) **CNT - travel to Pittsburgh, training center for carpenters' union, cost of bus reimbursed by IU5 tech prep grant**
- d) **SkillsUSA-National competition-Kansas City, MO, Paul Shaefer, student, and Joe Tarasovitch, Chaperone, total cost estimated: \$3,000 to be paid by Student Activity Fund- June 19-25, 2011**
- e) **SkillsUSA-Community service- Food drive May 2-5, 2011**

E. Facility Use Requests – Profit Making Organizations (Policy 707)

F. Other Operations

1. **Motion to approve the Student Intern Agreement with Scott Corporate Services, Inc., as presented**

8. Other Business

9. Supplemental Information

- A. Joint Operating Committee -Meeting Attendance Report
- B. High School Program Enrollment Report - Joe Tarasovitch
- C. Career and Alternative Education Program Enrollment Report - Joe Tarasovitch
- D. Business Partnership Contacts Report – Elaine Shaffer
- E. Work Experience Report - Elaine Shaffer
- F. Admissions Coordinator Report -Lisa Sorensen
- G. SkillsUSA state competitors and [awards](#)-Joe Tarasovitch
- H. Statement of Financial Interests-filing for year 2010- Due May 1, 2011
- I. Next meeting: **Thursday, May 26, 2011**

10. Meeting Adjournment

11. Executive Session- retirement incentive payments