



Joint Operating Committee - Meeting Agenda

Thursday, August 26, 2010

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

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 July 22, 2010 meeting as presented](#)

3. Introduction of Guests

- A. Felix & Gloekler, P.C. - [presentation of the June 30, 2010 audited financial statements](#)
- B. B. Erie County Executive Barry Grossman - Community College Facility Usage Discussion, proposed [Memorandum of Understanding](#)

4. Correspondence

- A. [Letter from Lisa Rice- RCTC instructor](#)

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: \$ 425,883.59

- b) Food Service Fund Checks and Invoices: \$ 168.00
 - c) Capital Reserve Fund Checks and Invoices: \$ 112,364.32
 - d) Student Activity Fund Checks and invoices: \$ 0.00
- 3. VISA procurement card payment, as presented: \$ 32,809.52
- 4. Treasurer's Report, as presented: July 2010 summary
- 5. General Fund – Budget Transfers – None
- C. Motion to approve issuing a VISA procurement card to Tiffany Neely, RCTC Secretary, with a \$10,000 monthly spending limit
- D. Motion to accept the audited financial statements for the year ended June 30, 2010, as presented by Felix & Gloekler, P.C.

6. Human and Quality Resources

- A. Report—Coordinator of Human and Quality Resources – Natalie Fatica
 - 1. Motion to ratify the Classified Unit bargaining agreement as presented by the negotiating committee
 - 2. Motion to employ Peter Craven as a substitute Technology Technician on August 30, 2010 at the rate of pay of \$10.00 per hour
 - 3. Motion to move Tim Mientkiewicz to Column "C" step 17 of the professional bargaining unit agreement salary schedule at the rate of \$48,656.00 effective for the 2010-2011 school year
 - 4. Motion to approve the 2010-2011 salary and merit pay for Aldo Jackson, Director (information to be provided)

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](#) — Steve Sceiford
7. [Technology Report](#) — Jeff Smith
8. [Instructional Support Services Report](#) — Pat Holland and Jan Kennerknecht

B. Priority Action Plans

1. [2010-2011 Priority Action Plans- review](#)

C. Staff Travel >400 miles (Policies: 331,431,531) - **None**

D. Student Field Trips and Fundraising (Policy 121)

1. **Motion to approve the following field trips:**

- a) [AUT- field trip to Summit Motor Sports Park, Norwalk, OH, 9/10/10](#)

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

F. Other Operations

1. [Motion to approve the request by the contractor, EMSI, of a 40 day extension to complete the lighting construction project due to back ordered materials and fixtures](#)

8. **Other Business - None**

9. **Supplemental Information**

- A. [Board Attendance Report](#)
- B. [Enrollment Report](#)
- C. [Admissions Coordinator Report](#)-Sorensen
- D. [Enrollment Review Corrective Action](#)
- E. Next meeting: **Thursday, September 23, 2010**

10. **Adjournment**