



Joint Operating Committee - Meeting Agenda

Thursday, November 23, 2010

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

Work Session – 6:00 pm

1. Community College discussion

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 October 28, 2010 meeting as presented**

3. Introduction of Guests and Public Comment

- A. Keith Farnham, Fairview, PA - Community College

4. Correspondence

- A. **Letter-Knox McLaughlin Gornall & Sennett, P.C. regarding conflict of interest in matters with regard to Millcreek Township School District**
- B. **E-mail- Jack Schultz- Community College**

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: \$454,930.87
- b) Food Service Fund Checks and Invoices: \$ 866.06
- c) Capital Projects Fund Checks and Invoices: \$ 0.00
- d) Student Activity Fund Checks and invoices: \$ 1,512.00

3. VISA procurement card payment, as presented: \$ 58,832.08

4. Treasurer's Report, as presented: October 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 approve the addition of Denise Rutkowski to the substitute list at the rate of pay of \$75.00 per day, pending clearances**

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- update –Aldo Jackson
- 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 and Fundraising:**
 - a) CIS-travel to Erie County 911 Center, AM & PM, December 2010, dates to be determined
 - b) SkillsUSA-Leadership skills conference, Marriot Ambassador Erie, December 2, 2010, cost to students of \$25 each, and cost of bus-\$250, paid from Student Activity Fund
- E. Facility Use Requests – Profit Making Organizations (Policy 707) – None
- F. Other Operations
- 1. Motion to approve the bid proposal from FANUC Robotics America Corp for the purchase of an Industrial Robot as specified at a price of \$24,218.00**
 - 2. Motion to approve the purchase of a John Deere 3720 tractor with two-stage snow blower from Z&M Ag and Turf for a total COSTARS price of \$25,718.20**
 - 3. Motion to accept the donation of an all-wheel drive transfer case unit from a Cadillac SUV and a transaxle unit from a Cadillac CTS from Roth Cadillac for instructional purposes in the AUT lab**

8. Other Business

1. **Motion to appoint Mr. James D. McDonald, Jr. of the McDonald Group, LLP, as special counsel for all advisory and legal matters related to the community college and the Millcreek Township School District withdrawal from the Erie County Technical School.**
2. **It is hereby ordered by the Joint Operating Committee of the Erie County Technical School to provide an in-kind contribution of all available space at the Regional Skill Center and the Erie County Technical School for the Community College sponsored by the School District of the City of Erie.**

9. Supplemental Information

- A. Board Attendance Report
- B. High School Program Enrollment Report-Joe Tarasovitch
- C. CAEP-Career and Alternative Education Program enrollment- Joe Tarasovitch
- D. Business Partnership Contacts – Elaine Shaffer
- E. Work Experience Report-Elaine Shaffer
- F. Admissions Coordinator Report-Lisa Sorensen
- G. Next meeting: **Tuesday, December 21, 2010**

10. Adjournment