

Erie County Technical School
Joint Operating Committee - Meeting Agenda
Tuesday, December 20, 2011

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

(Last Update: 12/16/2011 1:07 PM By: Aldo Jackson)

6:00 pm – Work Session

1. Building Renovation Discussion

- Aldo Jackson, Director—Talking Points
- Chris Coughlin & Jessica Lemmon: Hallgren, Restifo, Loop & Coughlin Architects

7:00 PM – Regular Meeting

1. Temporary Chairperson-Solicitor acts as Temporary Chairperson

- A. Call to Order
- B. Moment of Reflection
- C. Pledge of Allegiance

2. Roll Call: Foyle, Ogden, Heath, Bucksbee, Gainer, Rogala, Scutella, Rodgers, Ring, Gourley, Duda

3. Motion to accept the following district appointed committee members:

- Fort LeBoeuf – 2011-2014 – John Ogden
- Girard – 2011-2014 – Robert Heath
- Harbor Creek – 2011-2014 – Barbara Gainer
- Iroquois – 2011-2014 – Brian Rogala
- Union City – 2011-2012 – Jennifer Gourley

4. Chairperson election

- A. Call for nominations and election of Chairperson
- B. Motion to close nominations for Chairperson
- C. Vote on nominations for Chairperson
- D. Temporary Chairperson turns gavel over to the newly elected Chairperson

5. Vice-Chairperson election

- A. Call for nominations and election of Vice-Chairperson
- B. Motion to close nominations for Vice-Chairperson
- C. Vote on nominations for Vice-Chairperson

6. Meeting dates

- D. Motion to approve dates, time, and place of Committee meetings for 2013, as presented

7. Meeting Minutes

- A. **Motion to accept the minutes of the November 22, 2011 meeting as presented**

8. Introduction of Guests and Public Comment

- A. Marsha Hardner--Requesting acceptance of non-resident student application for Johanna (Appa) Hardner, into Computer Information Systems, and reduction in tuition

9. Correspondence

- A. American Culinary Federation Foundation recognized programs in PA—email from Jan Kennerknecht to John Ogden

10. 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: \$ 608,505.28
 - b) Food Service Fund Checks and Invoices: \$ 12,040.96
 - c) Capital Projects Fund Checks and Invoices: \$ 0.00
 - d) Student Activity Fund Checks and invoices: \$ 595.00
 - 3. VISA procurement card payment, as presented: \$ 40,675.50
 - 4. Treasurer's Report, as presented: November 2011 summary
 - 5. General Fund – Budget Transfers – None

11. Human and Quality Resources

- A. Report—Coordinator of Human and Quality Resources – Natalie Fatica

12. Operations

A. Administrative Reports

1. Superintendent Report– James Tracy, Girard School District
2. Director Report — Aldo Jackson
3. Solicitor Report — Timothy Sennett
4. High School Principal Report — Joe Tarasovitch
5. Facilities Report — Steve Sceiford
6. Technology Report — Jeff Smith
7. Instructional Support Services Report – Pat Holland and Jan Kennerknecht

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

C. Student Field Trips and Fundraising (Policy 121)

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

- a) **NWT – 1/2012-travel to Erie Institute of Technology- cost of bus**
- b) **CIS and HEA-1/2012-travel to Erie Institute of Technology-cost of bus**

D. Facility Use Requests – Profit Making Organizations (Policy 707) – **None**

E. Other Operations

1. **Motion to approve a guidance counselor internship for Matthew Ryan Puskar from January 2012 to April of 2012 under the supervision of Patty Palo, ECTS Guidance Counselor**

13. Other Business

- A. Board Policy Review
- B. Action Items

14. Supplemental Information

- A. JOC Member Attendance Report
- B. Secondary Program Enrollment Report — Joe Tarasovitch
- C. Career Alternative Education Program Enrollment Report — Joe Tarasovitch

- D. Work Experience Report — Elaine Shaffer
- E. Business Contacts Report — Elaine Shaffer
- F. Admissions Report — Lisa Sorensen
- G. Disabled Population Report by District and Program Report – Pat Holland
- H. General Fund Budget - preliminary - 2012-2013
 - 1. General Fund Budget Summary
 - 2. District Contribution Summary
- I. Next meeting: **Thursday, January 26, 2012**

15. Adjournment

**Erie County Vocational Technical Foundation
Board of Directors
Meeting Agenda**

Tuesday, December 20, 2011

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

1. Call to Order
2. Roll Call: Foyle, Ogden, Heath, Bucksbee, Gainer, Rogala, Scutella, Rodgers, Ring, Gourley, Duda
3. **Motion to approve the following officers as Erie County Vocational-Technical Foundation officers for 2012 one year terms per the Corporation Bylaws:**
 - A. Foundation President – James Bucksbee
 - B. Foundation Vice President – John Ogden
 - C. Foundation Secretary – Paul Fritz
 - D. Foundation Treasurer-John Ogden
4. **Motion to accept the Minutes of the November 22, 2011 Meeting, as presented**
5. Correspondence
6. **Motion to approve the following business reports, payments and invoices:**
 - A. ECVT Foundation Revenue and Expenditure Report, as presented
 - B. ECVT Foundation Checks and Invoices, as presented; \$ 0.00
 - C. ECVT Treasurer's Report, as presented: November 30, 2011 summary
7. Other Business
8. Other Information
9. Adjournment