



**Joint Operating Committee
Meeting Agenda**
Thursday, January 24, 2013
8500 Oliver Road, Erie, PA 16509

**Work Session
6:00 p.m.**

1. Career Plans and Promising Industries-Aldo Jackson
2. Discussion—Policy 433 Professional Growth Guidelines, Credit Reimbursement
3. PSERS Contribution Rate Projections and Assigned Fund Balance-Marcia Jones

**Regular Meeting
7:00 p.m.**

1. Call to Order

- A. Moment of Reflection
- B. Pledge of Allegiance
- C. Roll Call

 Foyle, Ogden, Heath, Bucksbee, Gainer, Rogala, DiPlacido, Rodgers, Ring, Gourley, Duda

2. Meeting Minutes

- A. Motion to accept the minutes of the December 18, 2012 meeting as presented

3. Guests and Public Comment

4. Correspondence

- A. Shirley Braddock, SAA-1 Instructional Assistant, letter regarding notice of intent to retire during 2013-2014
- B. Patricia Palo, Guidance Coordinator, letter regarding notice of intent to retire during the 2013-2014
- C. Rosanne Gangemi, SAA-1 Instructional Assistant, letter regarding notice of intent to retire during 2013-2014
- D. Department of the Auditor General letter regarding Audit Review Conference scheduled on January 24h at 10am

5. Business

- A. Business Manager Report — Marcia Jones
- B. Motion to approve the following reports, payments and invoices, as presented:
 1. Revenue and Expenditure Reports: December 2012
 - a) General Fund

- b) Food Service Fund
- c) Capital Projects Fund
- d) Student Activities Report
- 2. Checks and Invoices
 - a) General Fund Checks, Wire Transfers and Invoices:
Checks and Wire Transfers: \$419,020.54
Invoices Payable: \$36,041.12
 - b) Food Service Fund Checks and Invoices:
Checks and Wire Transfers : None
Invoices Payable: \$1,388.58
 - c) Capital Projects Fund Checks and Invoices: None
 - d) Student Activity Fund Checks and invoices: \$3,454.35
- 3. VISA Procurement Card Payment:
December: \$45,741.88
- 4. Treasurer's Report
 - a) December 2012
- 5. Budget Transfers — none
- 6. Motion to approve the Marcia Jones and Del Von Volkenburg as a VISA purchasing card users and with monthly spending limits of \$20,000 and \$15,000 respectively

6. Human and Quality Resources

- A. Coordinator of Human and Quality Resources Report — Natalie Fatica
 - 1. Motion to accept the resignation of Tyler Hart, C-2 custodian, effective January 25, 2013
 - 2. Motion to employ John Winklebauer and Jennifer Munoz at the rate of \$25.00 per hour as RCTC instructors
 - 3. Motion to approve the payment of \$414.40 per day for up to three (3) days during the 2012-2013 school year to Jan Kennerknecht for DACUM services provided to the Corry School District
 - 4. Motion to hire Sharon Coleman as a part time custodian, C-2, at the probationary rate of \$13.63 per hour beginning on or after January 25, 2013
 - 5. Motion to increase Andrea Lucarotti's salary to Column "C" step 16 at the rate of \$48,231 effective for the remainder of the 2012-2013 school year
 - 6. Motion to grant regular employment status to Analee Cree and Jessica Fenner effective December 25, 2012 at \$13.91 per hour

7. Motion to accept the retirement of Don Hofmeister, Electrical Engineering Technologies Instructor, effective June 14, 2013

7. Operations

A. Administrative Reports

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

B. Staff Travel >400 miles (Policies 331, 431, 531) — none

C. Field Trips and Fund Raising Requests (Policies 121, 229, 230,)

1. Field Trip Request-Precision Machining; January 28, 2013; Ameridrives/Suburban Tool
2. Field Trip Request-Computer Programming; February 8, 2013; Erie Business Center
3. Field Trip Request-Automotive Technologies; February 1, 2013; Erie Bayfront Convention Center
4. Field Trip Request-Hospitality; Week of February 18, 2013; Peek'n Peak Resort
5. Field Trip Request-Auto Body Repair; TBD; Bonnell's Hot Rod Shop and Collision Repair
6. Field Trip Request-Drafting and Design and Computer Programming; February 2013; Caplugs
7. Field Trip Request-Metal Fabrication; March 8, 2013; McShane Welding
8. Field Trip Request-Construction Trades; May 10 or 17, 2013; Pittsburgh Training Center

D. Facility Use Requests — Profit Making Organizations (Policy 707) — none

E. Other Operations

1. Motion to approve the 2013-2014 General Fund Budget that includes district contributions in the amount of \$3,643,946 and recommend adoption by the participating districts

2. Motion to approve the property and supplies identified in the descriptive lists as surplus and available for disposal
3. Motion to award the bid proposal from Welders Supply for the purchase of specified welding equipment in the amount of \$65,385.50
4. Motion to accept the donation of a 2012 Volkswagen Passat from the Volkswagen Group of America, Inc

8. Other Business

- A. Board Action Items

9. Supplemental Reports & Information

- A. JOC Member Attendance Report
- B. Secondary Program Enrollment Report
- C. Transition Center & Career Alternative Education Enrollment Report
- D. Disabled Population by District
- E. Disabled Population by Program
- F. Business Contacts Report
- G. Work Experience Report
- H. Admissions Coordinator Report
- I. ECTS Application Thank You Postcard
- J. Students of the Month—January
- K. Child Nutrition Menu Certification
- L. Statement of Financial Interests-Due May 1st
- M. Holiday Food Baskets for ECTS Students
- N. 2013 ECTS SkillsUSA District Competitors
- O. Promising Industries & Career Plans Process
- P. **Next meeting: Thursday, February 28, 2013**

10. Adjournment

Foundation Meeting