Erie County Technical School	**Joint Operating Committee Meeting Agenda** **Thursday, June 27, 2013** 8500 Oliver Road, Erie, PA 16509

Work Session
6:00 p.m.

1. Felix & Gloekler, PC-annual audit planning
2. Administrative Reports

Regular Meeting
7:00 p.m.

1. **Call to Order**
   A. Moment of Reflection
   B. Pledge of Allegiance
   C. Roll Call
      Foyle, Ogden, Hughes, Bucksbee, Gainer, Rogala, DiPlacido, Rodgers, Ring, Gourley, Duda
2. **Meeting Minutes**
   A. Motion to accept the minutes of the May 23, 2013 meeting as presented
3. **Guests and Public Comment**
4. **Correspondence**
5. **Business**
   A. Business Manager Report — Marcia Jones
   B. Motion to approve the following reports, transfers, payments and invoices, as presented:
      1. Revenue and Expenditure Reports: May 2013
         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: $351,360.69
            Invoices Payable: $145,005.38
            Invoices Payable: $81,100.66 (2013-14)

b) Food Service Fund Checks and Invoices:
Checks and Wire Transfers: $133.75
Invoices Payable: $1,783.21
c) Capital Projects Fund Checks and Invoices: None
d) Student Activity Fund Checks and invoices: $2,756.52

3. VISA Procurement Card Payment:

May: $28,887.45

4. Treasurer's Report

a) May 2013

5. Budget Transfers-

6. Motion to approve the VISA purchasing card users and spending limits effective July 1, 2013, as presented

6. Human and Quality Resources

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

1. Motion to approve 50 hours each (100 hours total) of internship supervision for both David Michalak and Sam Steever at the curriculum development rate of $33.00 per hour

2. Motion to approve the Business Manager Benefit and Compensation Plan effective July 1, 2013 through June 30, 2014

3. Motion to grant regular employment status to Sharon Coleman, part time custodian, effective June 11, 2013 at the rate of $13.88 per hour

4. Motion to hire Robert Lyle as the Electrical Engineering Instructor at Column A/B Step 13 at the rate of $46,708 per year, effective August 23, 2013

5. Motion to hire Remle Moyak as the Career Planning Coordinator at Column E Step 6 at the rate of $45,049 per year, effective August 23, 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 — Del VonVolkenburg
6. Technology Report — Jeff Smith
7. Instructional Support Services Report — Jan Kennerknecht and Pat Holland

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

C. Field Trips and Fund Raising Requests (Policies 121, 229, 230,) —none

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

E. Other Operations

1. Motion to approve the Food Service Management Agreement with Fort LeBoeuf School District effective July 1, 2013 through June 30, 2014 for $21,000, as presented

2. Motion to approve the lease agreement with the Northwest Tri-County Intermediate Unit for a portion of the Regional Skill Center Building for use by the Regional Choice Initiative in the amount of $40,000 from July 1, 2013 through June 30, 2014

3. Motion to approve the new courses for delivery in Construction Trades and Facility Maintenance Technologies beginning in 2013-2014, as presented

4. Motion to approve the Director Services Agreement with Corry Area School District effective July 1, 2013 through June 30, 2014, as presented

5. Motion to approve the payment of $1,300 to be made in December 2013 and June 2014 ($2,600 total) to the Director, Aldo Jackson, for services to be provided under the Director Services Agreement with Corry Area School District

6. Motion to approve the updates to Policy #625-Procurement Cards, Policy #331-Job Related Expenses, Policy #431- Job Related Expenses, and Policy #531- Job Related Expenses

7. Motion to approve the attached list of technology items as surplus and available for disposition in accordance with Policy 706.1

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. Proposed FMT Course Sequence Chart

I. Admissions Coordinator Report

J. NOCTI Recognition Program

K. 4th Quarter Honor Roll and Perfect Attendance

L. Priority Action Plans 2013-2014

M. Statewide List of Programs by CIP

N. **Next meeting: Thursday, August 22, 2013**

10. Executive Session-

Purpose- Director's Evaluation

11. Adjournment