



**Joint Operating Committee
Meeting Agenda**
Thursday, May 23, 2013
8500 Oliver Road, Erie, PA 16509

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

1. Lou Dove, Historic Book Project
2. Professional Assessment Process
3. Strategic Plan Review

**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 April 25, 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: April 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: \$354,360.63

Invoices Payable: \$92,524.01

b) Food Service Fund Checks and Invoices:

Checks and Wire Transfers: None

Invoices Payable: \$11,582.64

c) Capital Projects Fund Checks and Invoices: None

d) Student Activity Fund Checks and invoices: \$25.00

3. VISA Procurement Card Payment:

April: \$42,313.10

4. Treasurer's Report

a) April 2013

5. Budget Transfers-

Transfers To:

10-2310-525	E&O And Bonding Insurance	\$7,133
10-2834-240	Non Inst Staff Tuition Reimb	\$1,300
10-2830-610	HR/Quality-Supplies	\$1,200
10-4200-430	Site Improvements-Repairs	\$17,000

Transfers From:

10-2350-330	Legal Services-Legal Fees	-\$6,000
10-2271-810	Inst Staff Dev-Staff Dues	-\$2,633
10-2271-330	Inst Staff Dev-Certified Prof Fees	-\$1,000
10-2600-271	Operation & Maint-Medical	-\$5,000
10-2600-621	Operation & Maint-Natural Gas	-\$10,000
10-2600-621-801	Operation & Maint-Natural Gas-SC	-\$2,000

- C. Motion to approve PNC Bank, PSDLAF/PNC, and PLGIT as depositories of school funds for 2013-2014
- D. Motion to designate Erie Times News as the newspaper of general circulation for 2013-2014
- E. Motion to purchase public official bonds for the Secretary and Treasurer for the 2013-2014 school year in the amount of \$50,000 each
- F. Motion to nominate and then elect a Treasurer for a one year term beginning July 1, 2013

6. Human and Quality Resources

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

1. Motion to accept the retirement of Robert Perry, part time Custodian, effective July 13, 2013
2. Motion to employ Matthew Schwenk at the rate of pay of \$25.00 per hour as a RCTC instructor
3. Motion to approve the Uncompensated Leave of Absence for Jim Sipes for May, June, July and August as needed
4. Motion to hire Kelly Sanders as a Culinary Arts Instructor at Column 1 Step 3 at the rate of \$40,708 per year effective August 23, 2013
5. Motion to approve the job description for the Career Planning Coordinator, as presented
6. Motion to hire Jonathan Clover, Christopher Pace, Tim Harpst, Tabitha Frawley, and Kyle Price as seasonal help at the rate of \$8.00 per hour beginning on or after May 24, 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 (Policies 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 2013-2014 service purchase contract with Sarah A Reed Children's Center for the provision of career alternative education programming, as presented
2. Motion to set the tuition rates for the 2013-2014 school year as follows:
 - Secondary Program: \$16.75 per hour
 - Career Alternative Education Program: \$72.00 per day

3. Motion to approve the Commercial Driving Cooperative Training Agreement with Pa PRIDE, LLC as presented

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. Students of the Month—May
- J. 2013-2014 NTHS Inductees
- K. New Program Development Timeline and System
- L. **Next meeting: Thursday, June 27, 2013**

10. Adjournment

Foundation Meeting