



**Joint Operating Committee
Meeting Agenda**
Thursday, April 24, 2014
8500 Oliver Road, Erie, PA 16509

An [Erie County Vocational-Technical School Foundation meeting](#) will occur at 6:00pm

Work Session

Immediately following the Foundation meeting

1. Graphic Communications-Andy Howe's presentation on his work with the Erie Otters

https://www.youtube.com/watch?v=V_JjHxzqsnC

Regular Meeting

7:00 p.m.

2. **Call to Order**

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

Foyle, Ogden, Hughes, Bucksbee, Lutz, Rial, DiPlacido, Rodgers, Black, Gourley, Duda

3. **Meeting Minutes**

- A. [Motion to accept the minutes of the March 27, 2014 meeting as presented](#)

4. **Guest and Public Comment**

5. **Correspondence-None**

6. **Business**

- A. [Business Manager Report](#) — Marcia D. Stokes
- B. Motion to approve the following reports, transfers, payments and invoices, as presented:
 1. Revenue and Expenditure Reports: March 2014
 - 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: [\\$342,340.43](#)
Invoices Payable: [\\$131,069.25](#)
 - b) Food Service Fund Checks and Invoices:
Checks and Wire Transfers: None
Invoices Payable: [\\$1,925.43](#)

- c) Capital Projects Fund Checks and Invoices: None
- d) Student Activity Fund Checks and Invoices: \$4,612.05
- 3. VISA Procurement Card Payment:
March: \$40,715.66
- 4. Treasurer's Report: March 2014
- 5. Budget Transfers-
Transfer To:

10-4600-430	Building Improvements and Repairs	\$9,000
10-2840-538	Technology-Communications/telephone	\$3,500
10-2260-120	Curriculum Development-teacher salary	\$6,650
10-2260-220	Curriculum Development-FICA	\$509
10-2260-230	Curriculum Development-PSERS	\$1,126
10-2840-750	Technology-Equipment	\$5,000

Transfer From:

10-2600-180	Maintenance/Custodial-Salary	\$9,000
10-1342-290	Culinary Arts-403(b) payments	\$3,500
10-1380-120	Trade & Industry-Salary	\$13,285
- 6. Motion to approve the VISA purchasing card users and spending limits effective July 1, 2014, as presented

7. Human and Quality Resources

- A. Coordinator of Human and Quality Resources Report — Natalie Fatica
 - 1. Motion to accept the resignation of Sharon Coleman, part time custodian (C-2) effective April 2, 2014
 - 2. Motion to hire Jonathan Clover, Max Jaros, Brian Witkowski, Cale Trisket and Bruce Marzka as seasonal help at the rate of \$8.00 per hour beginning on or after May 1, 2014
 - 3. Motion to accept the resignation of Marcia Stokes effective April 25, 2014
 - 4. Motion to accept the retirement request of Phylis Zimmerman effective June 6, 2014
 - 5. Motion to approve the utilization of the PASBO Interim Business Management Service

8. Operations

- A. Administrative Reports
 - 1. Superintendent Report — Karen Downie, Northwestern 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 set Food Service prices as follows, effective August 26, 2014:](#)

• Student breakfast-paid	\$1.35	an increase of \$.10
• Student breakfast-reduced	\$0.30	no change
• Student lunch-paid	\$2.15	an increase of \$.10
• Student lunch-reduced	\$.40	no change
• Adult Breakfast	\$2.50	an increase of \$.25
• Adult lunch	\$4.00	an increase of \$.25
 2. [Motion to approve Kevin Madison as a tuition student for the remainder of the 2013-2014 school year, at the rate of \\$16.75 per instructional hour, for a total of 29 days at 2.75 hours per day, for a total tuition amount of \\$1,335.81](#)

9. Other Business

- A. [Board Action Items](#)
- B. [Second Reading: Policy 903-Public Participation in Operating Committee Meetings](#)

10. Supplemental Reports & Information

- A. [JOC Member Attendance Report](#)
- B. [Secondary Program Enrollment Report](#)
- C. [Transition Center & Career Alternative Education Enrollment Report](#)
- D. [2014-2015 Applications Report](#)
- E. [Disabled Population by District](#)
- F. [Disabled Population by Program](#)
- G. [Business Partnership Coordinator Report-Elaine Shaffer](#)
- H. [Admissions Coordinator Report-Lisa Sorensen](#)

- I. Career Planning Coordinator Report-Remle Moyak
- J. PRIDE Students of the Month-March
- K. 2014 SkillsUSA State Competitors
- L. USDA Smart Snacks in Schools
- M. Honor Roll and Perfect Attendance-3rd Quarter
- N. Programs at a Glance
- O. Statement of Financial Interests-Due by May 1, 2014
- P. Other Important Dates:
 - 1. **National Technical Honor Society Induction Ceremony**; Tuesday, May 6, 2014; Hilton Garden Inn; 5:30 Reception; 6:00 Induction Ceremony
 - 2. **ECTS Senior Recognition Ceremony**; Wednesday, May 28, 2014; Little Theatre, McDowell Intermediate High School; 7:00 p.m.
- Q. Next meeting: Thursday, May 22, 2014

11. Adjournment

12. Executive Session—Labor Negotiations