



**Joint Operating Committee
Meeting Agenda**
Tuesday, December 17, 2013
8500 Oliver Road, Erie, PA 16509

Work Session
6:00 p.m.

1. Erie County Vocational Technical School Foundation Meeting

Regular Meeting
7:00 p.m.

1. Temporary Chairperson-Solicitor acts as Temporary Chairperson

2. Call to Order

- A. Moment of Reflection
- B. Pledge of Allegiance

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

- Fairview-Andrew Foyle (2014-2016)
- Millcreek-John DiPlacido (2014-2016)
- North East-David Rodgers (2014-2016)
- Northwestern-Glen Black (2014-2015)
- Iroquois-Alfred Rial (2014)
- Harbor Creek-Bill Lutz(2014)

4. Roll Call

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

5. 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 newly elected Chairperson

6. 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

7. Meeting Dates

- A. Motion to approve dates, times, and place of Committee meetings for 2014, as presented

1. Meeting Minutes

- A. Motion to accept the minutes of the October 24, 2013 meeting as presented

2. Guests and Public Comment

3. Correspondence

- A. Eleanore Anderson, Instructional Aide, letter regarding notice of intent to retire during 2014-2015
- B. Rosanne Gangemi, Instructional Aide, letter regarding notice of intent to retire during 2014-15

4. Business

- A. **Business Manager Report** — Marcia (Jones) Stokes
- B. Motion to approve the following reports, payments and invoices, as presented:
 - 1. Revenue and Expenditure Reports: October 2013 and November 2013
 - a) General Fund-October
 - b) General Fund-November
 - c) Food Service Fund-October
 - d) Food Service Fund-November
 - e) Capital Projects Fund-October
 - f) Capital Projects Fund-November
 - g) Student Activities Report-October
 - h) Student Activities Report-November
 - 2. Checks and Invoices
 - a) General Fund Checks, Wire Transfers and Invoices:
Checks and Wire Transfers **\$724,146.38**
Invoices Payable **\$173,208.15**
 - b) Food Service Fund Checks and Invoices:
Checks and Wire Transfers: None
Invoices Payable **\$4,314.46**
 - c) Capital Projects Fund Checks and Invoices: None
 - d) Student Activity Fund Checks and invoices: **\$822.00**

3. VISA Procurement Card Payment:

October: \$63,882.55

November: \$39,305.88

4. Treasurer's Report

a) October 2013

b) November 2013

5. Budget Transfers — none

5. Human and Quality Resources

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

1. Motion to employ Donna Hazen-Bastian at the rate of \$25.00 per hour as an RCTC instructor
2. Motion to hire Donald "Marty" Burnham as the Electronic Instructor at Column A/B, Step 9 at the rate of pay of \$44,308, pro-rated

6. 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,)

1. Community Service Request- NTHS; Toy Collection for Safe-Net
2. Field Trip Request-SkillsUSA; December 5, 2013; Courtyard by Marriott
3. Field Trip Request-SkillsUSA; January 17, 2014; New Castle School of Trades/Alternate Contest Sites
4. Field Trip Request-NTHS; December 13, 2013; Safe-Net
5. Field Trip request-CMP, HEA, THM; January 23, 2014; Erie Business Center

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

E. Other Operations

1. Motion to accept a donation from The Warren Company of approximately 415 steel blanks to be utilized in the Metal Fabrication program
2. Motion to approve the agreement between ECTS and the ECVTS Foundation, as presented
3. Motion to access the management fee to ECVTS Foundation, to be paid with Career Street funds, for January-June 2014 as outlined in the agreement between ECTS and the ECVTS Foundation
4. Motion to accept the bid from Morris Great Lakes for the TESA Micro-Hite 3D Model 545 for \$15,000 and the Edge Rebel Eco Feed for \$13,500 as outlined in the bid specifications

7. Other Business

A. Board Action Items

8. 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—November
- J. ISO Renewal/Surveillance Audit No: 12
- K. **Next meeting: Thursday, January 23, 2014**

9. Adjournment