



8500 Oliver Road, Erie, PA 16509

Joint Operating Committee - Meeting Minutes

Thursday, May 22, 2014

Work session-6:00pm

- Joe Salorino, Graphic Communications Instructor, Lou Dove and Igor Miroshnichenko presented the book written by Lou Dove and created by the Graphics Communications students. Igor Miroshnichenko as the project leader discussed the process the students used to produce the book.
- Joe Tarasovitch introduced Stephanie Reinalt, Early Childhood Education student from Girard and her Teacher Appreciation Week project. She described how she went about getting feedback from all the students to present to teachers about why they are appreciated.

The work session concluded at 6:25 pm for the Erie County Vocational Technical School Foundation meeting.

Call to Order

Mr. Bucksbee, Chairperson, called the regular meeting to order at 7:15 pm.

Moment of Reflection and Pledge of Allegiance

Roll Call

Natalie Fatica, Assistant Secretary, called the roll:

<u>Committee members:</u>	<u>District:</u>	<u>Present</u>	<u>Absent</u>
Andrew Foyle	Fairview	x	
John Ogden	Fort LeBoeuf	x	
John Hughes	Girard		x
James Bucksbee	General McLane	x	
Bill Lutz	Harbor Creek	x	
Alfred Rial	Iroquois	x	
John DiPlacido	Millcreek	x	
David Rodgers	North East	x	
Glen Black	Northwestern		x
Jennifer Gourley	Union City	x	
Eric Duda	Wattsburg	x	
<u>Administrators:</u>	<u>Position:</u>	<u>Present</u>	<u>Absent</u>
Karen Downie	Superintendent of Record		x
Aldo Jackson	Director	x	

Carsen Ruperto	Solicitor	x	
Natalie Fatica	Human & Quality Resources Coordinator	x	
Del VonVolkenburg	Facilities Manager		x
Jeff Smith	Technology Manager	x	
Pat Holland	Supervisor of Instructional Support Services	x	
Jan Kennerknecht	Supervisor of Instructional Support Services		x

Meeting Minutes

Minutes of May 22, 2014

Motion to accept the minutes of the April 24, 2014 meeting as presented

Moved for approval by Duda, with second by Foyle

The motion is approved with an all "ayes" voice vote

(Copy is filed with the official minutes)

Guests and Public Comment

Guests signed in and present: Igor Miroshnichenko, Stephanie Reinalt, Joe Salorino, Donna Erdman, Bob Craft, Sherry States, Lisa Sorensen, Rosanne Gangemi, and Mariea Sargent - no comments

Correspondence-None

- Douglas Education Center Articulation Agreement

Business

Report – Interim Business Manager – Paul Fritz, verbally presented by Aldo Jackson

(Copy filed with the official minutes)

Financial Reports, Payments and Invoices

Motion to approve the following reports, payments and invoices, as presented:

- Revenue and Expenditure Reports: April 2014
 - General Fund
 - Food Service Fund
 - Capital Reserve Fund
 - Student Activities Report
- Checks and Invoices:
 - General Fund Checks and Wire Transfers: \$382,576.49
 - Invoices Payable: \$119,835.74
 - Food Service Fund Checks and Wire Transfers: None
 - Invoices Payable: \$1,965.74
 - Capital Projects Fund Checks and Invoices: None
 - Student Activity Fund Checks and invoices: \$4,148.24

- VISA procurement card payment:
 - April statement: \$59,502.91
- Treasurer's Report: April 2014
- Budget Transfers – None

Moved for approval by Foyle, with second by Gourley
The motion is approved with an all "ayes" voice vote
(Copies are filed with the official minutes)

Resolutions

Motions to approve the following resolutions required in May:

Motion to approve PNC Bank and PSDLAF/PNC and PLGIT as depositories of school funds for 2014-2015.

Motion to designate Erie Times News as newspaper of general circulation for 2014-2015

Motion to purchase public official bonds for the Secretary and Treasurer for school year 2014-2015 in the amount of \$500,000 each.

Motions for approval by Rogers, with a second by Foyle
The motion is approved with an all "ayes" voice vote
(Copy of each item is filed with the official minutes)

Motion to open the floor for nominations for Treasurer by Rial

Motion to nominate and then elect John Ogden as Treasurer for a one year term beginning July 1, 2014

Motions for approval by Foyle, with a second by Rogers
The motion is approved with an all "ayes" voice vote

Human and Quality Resources

Report—Coordinator of Human and Quality Resources
(Copy filed with the official minutes)

Seasonal Help-Technology/Maintenance

Motion to hire Akhmed Kuliyeve as seasonal help at the rate of \$8.00 per hour beginning on or after May 23, 2014

Moved for approval by Foyle, with a second by Gourley
The motion is approved with an all "ayes" voice vote

Operations

Administrative Reports

- Superintendent Report—Karen Downie, Northwestern School District- absent
- Director Report-Aldo Jackson
- Solicitor Report-Carsen Ruperto - no report
- High School Principal Report — Joe Tarasovitch
- Facilities Report — Del VonVolkenburg- absent

- Technology Report — Jeff Smith
 - Instructional Support Services Reports - Jan Kennerknecht - absent and Pat Holland
- (Copy of each printed report is filed with the official minutes)

Staff Travel >400 miles (Polices: 331,431,531)-None

Student Field Trips and Fundraising, (Policy 121, 229, 230)-None

Facility Use Requests – Profit Making Organizations (Policy 707)-None

Other Operations

2014-2015 Tuition Rates

Motion to set the 2014-2015 tuition rates as follows:

Secondary Program: High school and adult students -	\$17.06 per hour
Career Alternative Education Program -	\$73.00 per day

Moved for approval by Rial, with a second by Rogers
The motion is approved with an all “ayes” voice vote

Donation-Erie Insurance

Motion to accept the donation of a 2006 Chevrolet Cobalt from Erie Insurance

Moved for approval by Foyle, with a second by Duda
The motion is approved with an all “ayes” voice vote

Other Business

- Board Action Items – no changes from prior month

Supplemental Information

- JOC Member Attendance Report
- Secondary Program Enrollment Report
- Transition Center Enrollment Report & Career Alternative Education Report
- Disabled Population by District
- Disabled Population by Program
- Business Partnership Coordinator Report-Elaine Shaffer
- Admissions Coordinator Report-Lisa Sorensen
- Career Planning Coordinator Report-Remle Moyak
- Pride Students of the Month-April
- March of Dimes Team
- National Technical Honor Society Inductees

(Copy of each supplemental item is filed with the official minutes)

- Other Important Date:
 - ECTS Senior Recognition Ceremony; Wednesday, May 28, 2014; Little Theatre, McDowell Intermediate High School; 7:00pm
- Next meeting: Thursday, June 26, 2014
- No meeting in July

Public Comment

no comments

Adjournment

Moved by Ogden, with a second by Foyle to adjourn the meeting
Mr. Bucksbee, Chairperson, adjourned the meeting at 7:50 pm.

Executive Session

An executive session to discuss personnel was held from 7:50 pm to 8:15 pm

Minutes prepared by,

Natalie Fatica, Assistant Secretary
Joint Operating Committee

Mr. Bucksbee, President, called the meeting to order at 6:26 p.m.

Roll Call

Natalie Fatica, Assistant Secretary, called the roll:

<u>Board members:</u>	<u>District:</u>	<u>Present</u>	<u>Absent</u>
Andrew Foyle	Fairview	x	
John Ogden	Fort LeBoeuf	x	
John Hughes	Girard		x
James Bucksbee	General McLane	x	
Bill Lutz	Harbor Creek	x	
Alfred Rial	Iroquois	x	
John DiPlacido	Millcreek	x	
David Rodgers	North East	x	
Glen Black	Northwestern		x
Jennifer Gourley	Union City	x	
Eric Duda	Wattsburg	x	

Meeting Minutes

Minutes of April 24, 2014

Motion to accept the minutes of the April 24, 2014 meeting, as presented

Moved for approval by Rial, with a second by Foyle

The motion is approved with an all "ayes" voice vote

Correspondence-None

Financial Reports, Payments, and Invoices

Motion to approve the following ECVTS Foundation Reports, Payments and Invoices through April 2014 as presented subject to verification and amendment:

- ECVTS Foundation Profit & Loss Report
- ECVTS Career Street Profit & Loss Report
- ECVTS Foundation Balance Sheet
- ECVTS Foundation Checks and Invoices
- ECVTS Foundation Treasurer's Report

Moved for approval by Duda, with a second by Foyle
The motion is approved with an all “ayes” voice vote
(Copy of reports are filed with the official minutes)

Other Business

Operations Manager Report- no report this month
Finance Manager-no report this month
Career Street Executive Director Report-presented by Jennifer Ponzter
(Copy of reports are filed with the official minutes)

Scholarships

Mrs. Sargent presented the results and recommendations of the scholarship selection committee for 2013-14:
Motion to approve the scholarship awards to the following students as presented by the Scholarship Selection Committee, for the amounts listed:

- Karrissa Fischer- North East, HEA, \$500
- Amelia Cipalla, Millcreek Township School District, DDE, \$300
- Jonathan Clover, Fort LeBoeuf District, DDE, \$200
- Victoria Hadden, Seneca School District, CUA, \$200

Moved for approval by DiPlacido with a second by Ogden
The motion is approved with an all ayes voice vote

Erie Community Foundation Grant

Motion to accept a grant from the Erie Community Foundation to provide marketing services for Summer JAM 2014.

Moved for approval by Lutz, with a second by Duda
The motion is approved with an all “ayes” voice vote

Other Information-None

Adjournment

Moved by Foyle, with a second by Rogers to adjourn the meeting
Mr. Bucksbee, President, adjourned the meeting at 7:05 pm

Minutes prepared by,

Natalie Fatica, Assistant Secretary

Erie County Vocational Technical School Foundation