



8500 Oliver Road, Erie, PA 16509

Joint Operating Committee - Meeting Minutes

Thursday, March 27, 2014

Worksession-6:28pm

- A video presentation by the Graphic lab on process color was played and each member was given a sample of the finished product.
- Joe Tarasovitch presented on the ROVA program in which six (6) ECTS students participated.
- Administrative Reports were presented:
 - Superintendent Report– Karen Downie, Northwestern School District
 - Director Report — Aldo Jackson
 - Solicitor Report — Timothy Sennett-discussion on Policy 903(Copy of each printed report is filed with the official minutes)
- The director and solicitor presented some possible language updates to Policy 903: Public Participation in Operating Committee Meetings. Suggestions were offered by Board members. The Policy will be updated to reflect member input and brought back for a second reading next month.

Call to Order

Mr. Bucksbee, Chairperson, called the regular meeting to order at 7:06pm.

Moment of Reflection and Pledge of Allegiance

Roll Call

Marcia Stokes, 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	
Timothy Sennett	Solicitor	x	
Joseph Tarasovitch	Principal	X	
Marcia Stokes	Business Manager	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 February 27, 2014

Motion to accept the minutes of the February 27, 2014 meeting as presented

Moved for approval by Foyle, with second by Gourley

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: Bob Craft and Rosanne Gangemi-no comments

Correspondence

- Letter from ETA International indicating the Electronics program qualifies for ETA certification
- Participation in ITT Technical Institute's Early Credit Program

Business

Report - Business Manager – Marcia D. Stokes

(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: February 2014
 - General Fund
 - Food Service Fund
 - Capital Reserve Fund
 - Student Activities Report
- Checks and Invoices:

- General Fund Checks and Wire Transfers: \$359,871.95
- Invoices Payable: \$100,108.26
- Food Service Fund Checks and Wire Transfers: none
- Invoices Payable: \$1,745.10
- Capital Projects Fund Checks and Invoices: none
- Student Activity Fund Checks and invoices: \$1,881.00
- VISA procurement card payment:
 - February: \$47,006.83
- Treasurer's Report: February 2014
- Budget Transfers –none

All business items moved for approval by Rial, with a second by Ogden
The motion is approved with an all "ayes" voice vote
(Copy of each item is filed with the official minutes)

Human and Quality Resources

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

RCTC Instructor –Pearson

Motion to employ Ray Pearson at the rate of \$25.00 per hour as a RCTC Instructor
Moved for approval by Duda, with a second by Foyle
The motion is approved with an all "ayes" voice vote

Accounting & Administrative Assistant-Yochim

Motion to hire Lori Yochim as an Accounting and Administrative Assistant (S-2) at the rate of \$16.07 per hour effective March 28, 2014
Moved for approval by Duda, with a second by Foyle
The motion is approved with an all "ayes" voice vote

Pupil Services Secretary-Bruno

Motion to hire Ann Bruno as a part-time Pupil Services Secretary (S-3) at the rate of \$13.61 per hour effective March 28, 2014
Moved for approval by Lutz, with a second by Duda
The motion is approved with an all "ayes" voice vote

Regular Employment-Frawley

Motion to grant regular employment status to Tabitha Frawley (T-2) effective February 3, 2014 at \$16.25 per hour
Moved for approval by Duda, with a second by Lutz
The motion is approved with an all "ayes" voice vote

Operations

Administrative Reports

- High School Principal Report — Joe Tarasovitch
- Facilities Report — Del VonVolkenburg
- Technology Report — Jeff Smith
- Instructional Support Services Reports - Jan Kennerknecht 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)

Motion to approve the following Field Trip:

- Field Trip Request-CNT; May 2014; Pittsburgh Training Center

Moved for approval by Duda, with a second by Foyle

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

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

Other Operations-

2014-2015 RCI Lease-IU5

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 \$33,135 from July 1, 2014 through June 30, 2015

Moved for approval by Lutz, with a second by Rodgers

The motion is approved by voice vote with nine (9) voting "Yes" (Foyle, Ogden, Hughes, Bucksbee, Lutz, Rial, DiPlacido, Gourley, and Rodgers) and one (1) voting "No" (Duda)

(Copy filed with official minutes)

2014-2015 School Calendar

Motion to approve the 2014-2015 Erie County Technical School calendar, as amended to reflect an in-service moved from January 19, 2015 to August 21, 2014

Moved for approval by Rial, with a second by Foyle

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

(copy filed with official minutes)

2014-2015 Transition Center Operating Agreement

Motion to approve the Special Education Transition Center Operating Agreement effective July 1, 2014 through June 30, 2015, as presented and approved by the participating districts

Moved for approval by Duda, with a second by Foyle

The motion is approved with an all "ayes" voice vote
(copy filed with official minutes)

Student Intern Agreement-Fairfield Inn

Motion to approve the Student Intern Agreement with Fairfield Inn, Inc., as presented

Moved for approval by Duda, with a second by Lutz

The motion is approved with an all "ayes" voice vote
(copy filed with official minutes)

Other Business

- Board Action Items – log presented for review
- First reading of Policy 903-Public Participation in Operating Committee Meetings

Supplemental Information

- JOC Member Attendance Report-prior 12 months
- 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 Sorenson
- Career Planning Coordinator Report-Remle Moyak
- Pride Students of the Month-February
- Occupational Advisory Committee Meeting Representation-March 11, 2014
- Statement of Financial Interests-Due by May 1, 2014
(Copy of each supplemental item is filed with the official minutes)
- Next meeting: Thursday, April 24, 2014

Adjournment

Moved by DiPlacido, with a second by Duda to adjourn the meeting

Mr. Bucksbee, Chairperson, adjourned the meeting at 7:50pm.

Minutes prepared by,

Marcia D. Stokes, Secretary
Joint Operating Committee

4/2/2014 8:50 AM