



**Joint Operating Committee
Meeting Agenda
Tuesday, December 16, 2014
8500 Oliver Road, Erie, PA 16509**

Erie County Vocational-Technical School Foundation Meeting

6:00 p.m.

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:

- A. Fort LeBoeuf – John Ogden (2017)
- B. Girard - John Hughes (2017)
- C. Harbor Creek – Bill Lutz (2017)
- D. Iroquois – Alfred Rial (2017)

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
- 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

Motion to approve dates, times, and place of Committee meetings for 2015, as presented

8. Meeting Minutes

Motion to accept the minutes of the October 23, 2014 meeting as presented

9. Guest and Public Comment — Items Related to the Agenda

10. Correspondence

- A. Thank you letters from the Mill Village Elementary life skills students to the Culinary Arts staff from field trip participants
- B. Letter from Mark Cyphert, President ECTSFT Local # 1589, regarding intent to open negotiations per Act 88
- C. Eleanore Anderson, Aide, letter regarding notice of intent to retire during 2015-2016

11. Business

- A. Business Manager Report — Terri Birchard
- B. Motion to approve the following reports, payments and invoices, as presented:
 - 1. Revenue and Expenditure Reports:
 - a) General Fund – October and November 2014
 - b) Food Service Fund – October and November 2014
 - c) Capital Projects Fund – October and November 2014
 - d) Student Activities Report – October and November 2014
 - 2. Checks and Invoices
 - a) General Fund Checks, Wire Transfers, and Invoices:
 - 1) Checks and Wire Transfers – October: \$ 182,739.47
 - 2) Checks and Wire Transfer – November: \$ 283,572.35
 - 3) Invoices Payable: \$ 102,496.83
 - b) Food Service Fund Checks and Invoices
 - 1) Checks and Wire Transfers – October: \$ 3,464.91
 - 2) Checks and Wire Transfers – November: \$ 2,800.86
 - 3) Invoices Payable: \$ 2,230.87
 - c) Capital Projects Fund Checks and Invoices: None
 - d) Student Activity Fund Checks and invoices:
 - 1) Checks and Wire Transfers – October: \$ 1,637.00
 - 2) Checks and Wire Transfers – November: \$ 109.00
 - 3) Invoices Payable - None
 - 3. VISA Procurement Card Payment
 - a) October: \$42,440.76
 - b) November: \$65,982.16
 - 4. Treasurer's Report - October and November 2014
 - 5. Budget Transfers — none

12. Human and Quality Resources

- A. Coordinator of Human and Quality Resources Report — Natalie Fatica
- B. Motion for approval to hire Kayla Noonan as the Cosmetology Instructor at A/B Step 11 at the rate of \$45,508 effective January 5, 2015
- C. Motion to employ Stephen Haeseler, Salvator Vella, and Zachary Peebles at the rate of \$25.00 per hour as RCTC instructors

13. Operations

- A. Administrative Reports
 - 1. Superintendent Report — Karen Downie, Northwestern School District
 - a. November 2014
 - b. December 2014
 - 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. Field Trip Request — Drafting and Design; January 14, 2015; ITT Tech
 - 2. Field Trip Request — SkillsUSA District 10 Leadership Workshop; December 4, 2014; Ambassador Conference Center
 - 3. Field Trip Request - SkillsUSA; District 10 Competition; January 16, 2015; New Castle School of Trades
 - 4. Field Trip Request — NTHS; Toys for SafeNet; December 22, 2014
 - 5. Fundraiser/Community Service — NTHS; November 14, 2014; Toy drive for Safe-Net
 - 6. Fundraiser/Community Service — R. Hewitt; Special Olympics Bowling; December 6, 2014
- D. Facility Use Requests — Profit Making Organizations (Policy 707) — none
- E. Other Operations

14. Other Business

- A. Board Action Items
- B. Director's Evaluation Instrument for 2014-2015
- C. 2015-2016 Preliminary ECTS Budget

15. Supplemental Reports & Information

- A. JOC Member Attendance Report
- B. Secondary Program Enrollment Report
- C. Transition Center & Career Alternative Education Enrollment Report
- D. Business Contacts Report – Elaine Shaffer
- E. Work Experience Report – Elaine Shaffer
- F. Admissions Coordinator Report – Lisa Sorensen
- G. Career Planning Coordinator Report – Remle Moyak
- H. Honor Roll, Perfect Attendance, and Distinguished Students
- I. Students of the Month—October and November
- J. ISO Audit Report
- K. Next meeting: Thursday, January 22, 2015

16. Guest and Public Comment — Open to General Matters

17. Adjournment