



**Joint Operating Committee
Meeting Agenda**
Thursday, January 22, 2015
8500 Oliver Road, Erie, PA 16509

**Work Session
6:00 p.m.**

1. Career Street Report – Jennifer Pontzer
2. Review of Chimney Demolition – Chris Coughlin
3. 2015-2016 Budget Presentation – Aldo Jackson

**Regular Meeting
7:00 p.m.**

1. 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

2. Meeting Minutes

- A. Motion to accept the minutes of the December 16, 2014 meeting as presented

3. Guest and Public Comment – Items Related to the Agenda

4. Correspondence

- A. Shirley Braddock, Instructional Aide, letter regarding notice of intent to retire during 2015-2016
- B. Curtis Oakes, Culinary Arts Instructor, letter regarding notice of intent to retire during 2015-2016
- C. Mark Cyphert, Metal Fabrication Instructor, letter regarding notice of intent to retire during 2015-2016
- D. Denise Cochran, Maintenance Custodian, letter regarding notice of intent to retire during 2015-2016
- E. January is School Director Recognition Month - Thank you from ECTS
- F. Thank you letter from Make-A-Wish
- G. Thank you letter from SafeNet

5. Business

- A. [Business Manager Report](#) — Terri Birchard
- B. Motion to approve the following reports, transfers, payments, and invoices, as presented:
 - 1. Revenue and Expenditure Reports: December 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: [\\$ 249,651.32](#)
Invoices Payable: [\\$ 99,569.53](#)
 - b) Food Service Fund Checks and Invoices:
Checks and Wire Transfers: [\\$2,230.87](#)
Invoices Payable: [\\$ 2,977.00](#)
 - c) Capital Projects Fund Checks and Invoices: None
 - d) Student Activity Fund Checks and Invoices: [\\$ 4,532.04](#)
 - 3. VISA Procurement Card Payment: [December: \\$66,603.69](#)
 - 4. Treasurer's Report - [December 2014](#)
 - 5. Budget Transfers - none
- C. [Discussion of Audit Firm Selection for FYE June 30, 2015 through June 30, 2017](#)
- D. [Discussion of Website Redesign Firm Selection](#)

6. Human and Quality Resources

- A. [Coordinator of Human and Quality Resources Report](#) — Natalie Fatica

7. 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. Field Trip Request – [Erie Art Museum; Metal Fab/Electronics/Art & Design/Graphics/Precision Machining/Facility Maintenance; 1/30/15 or 2/6/15](#)
 - 2. Field Trip Request – [Bayfront Convention Center; Auto Tech and Auto Body; 1/30/15](#)
 - 3. Field Trip Request – [Antique Auto Museum; Auto Tech; 2/18/15 - 2/19/15](#)
- D. Facility Use Requests — Profit Making Organizations (Policy 707) — none
- E. Other Operations

8. Other Business

- A. [Board Action Items](#)
- B. [Motion to authorize the administration to design specifications and seek bids on the demolition of the chimney, reengineering of exhausts for boilers and water heaters, and restoration of building exterior.](#)
- C. [Motion to approve the 2015-2016 General Fund Budget that includes district contributions in the amount of \\$3,795,475 and recommend adoption by the participating districts.](#)
- D. [Motion to approve the hiring of CPA firm Buseck, Barger, Bleil & Co., Inc. to provide audit services for FYE June 30, 2015 through June 30, 2017](#)
- E. [Motion to approve the hiring of Werkbot to perform website design services](#)

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](#) – Elaine Shaffer
- G. [Work Experience Report](#) – Elaine Shaffer
- H. [Admissions Coordinator Report](#) – Lisa Sorenson

- I. [Career Planning Coordinator Report](#) – Remle Moyak
- J. [Students of the Month – December 2014](#)
- K. [2015 SkillsUSA District Report](#) – Sandy Carr
- L. [Renovation Cost Estimate – Revised – January 2015](#) spreadsheet
- M. [Renovation District Costs](#) spreadsheet
- N. [Statement of Financial Interests - Due by May 1, 2015](#)
- O. [Statement of Financial Interests – electronic version](#) – Due by May 1, 2015
- P. Next meeting: Thursday, February 26, 2015

9. Guest and Public Comment – Open to General Matters

10. Adjournment

[Foundation Meeting](#)