



**Joint Operating Committee  
Meeting Agenda**  
**Thursday, March 26, 2015**  
8500 Oliver Road, Erie, PA 16509

**Work Session**

**1. Student Applications – Class of 2017**

**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 February 26, 2015 meeting as presented

**3. Guest and Public Comment – relating to the agenda**

**4. Correspondence-**

- A. Letter of appreciation to Mr. Yanosko and his student for dog pen project
- B. PrintED Inspection Approval Letter for Graphics Arts
- C. Limited Procedures Report – PA Auditor General's Office

**5. Business**

- A. Business Manager Report — Terri L. Birchard
- B. Motion to approve the following reports, transfers, payments, and invoices, as presented:
  - 1. Revenue and Expenditure Reports: February 2015
    - 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:
      - 1) Checks and Wire Transfers: \$ 203,108.74
      - 2) Invoices Payable: \$ 99,783.38

- b) Food Service Fund Checks and Invoices:
  - 1) Checks and Wire Transfers: \$ 1,740.86
  - 2) Invoices Payable: \$ 2,125.86
- c) Capital Projects Fund Checks and Invoices: None
- d) Student Activity Fund
  - 1) Checks and Wire Transfers: \$ 2,040.90
  - 2) Invoices Payable: None
- 3. VISA Procurement Card Payment - February: \$ 43,671.79
- 4. Treasurer's Report: February 2015
- 5. Budget Transfers-none

## 6. Human and Quality Resources

- A. Coordinator of Human and Quality Resources Report — Natalie Fatica
  - 1. Motion to employ Steven Shallenberger at the rate of \$25.00 per hour as a RCTC instructor
  - 2. Motion to accept the retirement request of Robert Winslow effective August 5, 2015
  - 3. Motion to hire James Simitowski as a part time custodian at the probationary rate of \$14.19 per hour beginning on or after March 30, 2015 pending clearances

## 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) —
- C. Field Trips and Fund Raising Requests (Policies 121, 229, 230,) —
  - 1. Field Trip Request- HEA and CMP; 911 Center; May 2015 TBA
  - 2. Field Trip Request — CUA; Bob Evans; May 7, 2015
  - 3. Field Trip Request — Metal Fab; Erie General Electric; March 30, 2015
  - 4. Field Trip Request — HEA; LECOM; May 5, 2015

5. Field Trip Request – CUA; O’Charley’s; May 7, 2015
6. Field Trip Request – Drafting and Design; Seaway Manufacturing; May 29, 2015
7. Field Trip Request – Precision Machining; Spektra Mfg.; March 27, 2015
8. Field Trip Request – MTF; Welder’s Supply; March 30, 2015
9. Field Trip Request – HEA and CMP; Gannon University; May 2015 TBA
10. Field Trip Request – COS; Various Erie locations relative to lab; May 8, 2015
11. Field Trip Request – THM; Various Erie locations relative to lab; May 21, 2015
12. Field Trip Request – CUA; C.A. Curtze Co.; May 1, 2015
13. Field Trip Request – Construction Trades; Pittsburgh; May 8, 2015
14. Fundraiser – Erie County Special Olympics; March 28, 2015
- D. Facility Use Requests — Profit Making Organizations (Policy 707) — none
- E. Other Operations
  1. Motion to approve the donation of power tools from Tractor Supply Company for use in the Construction Trades and Facility Maintenance Technology programs
  2. Motion to approve the renewal of the Food Service Management Agreement with Fort LeBoeuf School District effective July 1, 2015 through June 30, 2016 for \$21,000, as presented
  3. Motion to approve the renewal of the lease agreement for a portion of the Regional Skill Center with Northwest Tri-County Intermediate Unit effective July 1, 2015 through June 30, 2016 for \$33,135, as presented
  4. Motion to approve the Special Education Transition Center Operating Agreement effective July 1, 2015 through June 30, 2016, as presented
  5. Motion to approve the professional development committee and the professional development plan for 2015-2018, as presented.

## 8. Other Business

- A. Board Action Items

## 9. 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 Partnership Coordinator Report](#)-Elaine Shaffer
- G. [Work Experience Report](#) –Elaine Shaffer
- H. [Admissions Coordinator Report](#)-Lisa Sorenson
- I. [Career Planning Coordinator Report](#) - Remle Moyak
- J. [PRIDE Students of the Month](#) - February
- K. [Occupational Advisory Committee Meeting Representatives](#) - March 2015
- L. [Articulation Agreement with Sullivan University National Center for Hospitality Studies](#)
- M. [Articulation Agreement with PMI](#)
- N. [Process Writing](#)
- O. [Compare and Contrast](#)
- P. [Statement of Financial Interests](#) - Due by May 1, 2015 – see link below for electronic filing  
[Web SFI - Home](#)
- Q. **Next meeting: Thursday, April 23, 2015**

**10. Guest and Public Comment – Open to General Matters**

**11. Adjournment**

**[Foundation Meeting Agenda](#)**