



8500 Oliver Road, Erie, PA 16509
Joint Operating Committee - Meeting Minutes
Thursday, April 23, 2015

Work Session-6:35 p.m.

- The Erie County Vocational Technical School Foundation meeting was held during the work session.

Call to Order

Mr. Bucksbee, Chairperson, called the regular meeting to order at 7:19 p.m.

Moment of Reflection and Pledge of Allegiance

Roll Call

Terri Birchard, 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	
Terri Birchard	Business Manager	x	
Natalie Fatica	Human & Quality Resources Coordinator	x	
Del VonVolkenburg	Facilities Manager		x
Jeff Smith	Technology Manager	x	
Pat Holland	Supervisor of Student Services	x	
Jan Kennerknecht	Supervisor of Student Services	x	

Meeting Minutes

Minutes of March 26, 2015

Motion to accept the minutes of the March 26, 2015 meeting as presented
Moved for approval by Foyle, with second by Duda
The motion is approved with an all “ayes” voice vote
(Copy is filed with the official minutes)

Guests and Public Comment - None

Correspondence-None

Business

Report - Business Manager – Terri Birchard
(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: March 2015
 - General Fund
 - Food Service Fund
 - Capital Reserve Fund
 - Student Activities Report
- Checks and Invoices:
 - General Fund Checks and Wire Transfers: \$237,815.19
 - Invoices Payable: \$105,212.88
 - Food Service Fund Checks and Wire Transfers: none
 - Invoices Payable: \$2,115.86
 - Capital Projects Fund Checks and Invoices: None
 - Student Activity Fund Checks and invoices: \$9,086.79
 - VISA procurement card payment: March: \$60,095.30
- Treasurer’s Report: March 2015

All business items moved for approval by Rodgers, 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)

Discussion was held regarding two certificates of deposit which are maturing at PSDLAF on May 28, 2015. Current rates for several financial institutions will be sought to allow for reinvestment consideration of these funds upon maturity.

Human and Quality Resources

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

Seasonal Help-Technology/Maintenance

Motion to hire Jonathan Clover, Andrew Fair, Thomas Nolan, Paul Glowaky, Nathan Carey, Jonathan Peterson, and Zach Williams as seasonal help at the rate of \$8.00 per hour beginning on or after May 1, 2015

Moved for approval by Foyle, with a second by Duda

The motion is approved with an all “ayes” voice vote

RCTC Instructor -Tresler

Motion to employ Benjamin Tresler at the rate of \$25.00 per hour as RCTC instructor

Moved for approval by Foyle, with a second by Duda

The motion is approved with an all “ayes” voice vote

Regular Employment Status - Voto

Motion to grant regular employment status to Anthony Voto effective April 20, 2015 at \$14.44 per hour

Moved for approval by Foyle, with a second by Duda

The motion is approved with an all “ayes” voice vote

Resignation - Tatalone

Motion to accept the resignation of Susan Tatalone effective May 1, 2015

Moved for approval by Foyle, with a second by Duda

The motion is approved with an all “ayes” voice vote

Operations

Administrative Reports

- Superintendent Report—Karen Downie, Northwestern School District
 - Director Report-Aldo Jackson
 - Solicitor Report-Timothy Sennett-no report
 - 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)

Field Trip Request

Motion to approve the following Field Trip request:

- Field Trip Request – Metal Fabrication and Facilities Maintenance; Steamfitters and Plumbers
Joint Apprenticeship Open House, April 30, 2015

Moved for approval by Duda, with a second by Rodgers

The motion is approved with an all “ayes” voice vote

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

Other Operations-

2015-2016 Food Service Prices

Motion to set the Food Service process as follows, effective August 25, 2015:

- | | | |
|-----------------------------|--------|----------------------|
| • Student breakfast-paid | \$1.35 | no change |
| • Student breakfast-reduced | \$0.30 | no change |
| • Student lunch-paid | \$2.25 | an increase of \$.10 |
| • Student lunch-reduced | \$0.40 | no change |
| • Adult breakfast | \$2.50 | no change |
| • Adult lunch | \$4.00 | no change |

Moved for approval by Black, with a second by Foyle

The motion is approved with an all “ayes” voice vote

Summer Curriculum Development

Motion to approve payment to Instructors Burnham, Jaeger, Miller, Noonan, Sanders, and Salorino at the current curriculum development rate of \$35.00 per hour up to a maximum of 24 hours

Moved for approval by Rial, with a second by Foyle

The motion is approved with an all “ayes” voice vote

Memorandum of Understanding – Partners of the Erie Regional Manufacturing Partnership

Motion to endorse the Memorandum of Understanding among the Partners of the Erie Regional Manufacturing Partnership

Moved for approval by Foyle, with a second by Gourley

The motion is approved with an all “ayes” voice

Bid Award – Chimney Modification

Motion to award the chimney modification contracts to Considine Beibel & Company; Scobell Company; and Church & Murdock Electric, Inc

Moved for approval by Duda, with a second by Rodgers

The motion is approved with an all “ayes” voice vote

Other Business

- Board Action Items – log presented for review

Supplemental Information

- JOC Member Attendance Report-prior 12 months
- Transition Center Enrollment Report & Career Alternative Education Report
- Business Partnership Coordinator Report – Elaine Shaffer
- Work Experience – Elaine Shaffer
- Admissions Coordinator Report – Remle Moyak
- 3rd Quarter Honor Roll and Perfect Attendance
- PRIDE Students of the Month – March
- Disabled Population by District
- Disabled Population by Program
- SkillsUSA State Competition
- FMT Senior Reflection Essay
- Other Important Dates:
 - o National Technical Honor Society Induction Ceremony; Wednesday, May 6, 2015 at 7:00 p.m.; ECTS Cafeteria
 - o ECTS Senior Recognition Ceremony; Wednesday, May 27, 2015 at 7:00 p.m.; McDowell Intermediate High School Little Theater
- Next meeting: Thursday, May 28, 2015

General and Public Comment – Open to general matters -no comments

Adjournment

Moved by Duda, with a second by Rodgers to adjourn the meeting
Mr. Bucksbee, Chairperson, adjourned the meeting at 8:26 p.m.

Minutes prepared by,

Terri L. Birchard, Secretary
Joint Operating Committee