



**Joint Operating Committee
Meeting Agenda**
Thursday, September 25, 2014
8500 Oliver Road, Erie, PA 16509

Work Session
6:00 p.m.

- A. Recognition of 2013-2014 Exemplary Students
- B. Overview of meeting with PNC Capital Markets

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 August 28, 2014 meeting as presented

3. Guest and Public Comment

4. Correspondence

- A. Andrea Lucarotti, Instructor, letter regarding notice of intent to retire during 2014-2015
- B. Roach Hewitt, Instructor, letter regarding notice of intent to retire during 2015-2016
- B. PSBA – Officer and At-Large elections
 - 1. Slate of Candidates – www.psba.org/elections/index.asp
 - 2. PSBA Election FAQ

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: August 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:
 - 1) [Checks and Wire Transfers: \\$192,083.55](#)
 - 2) Invoices Payable: \$
 - b) Food Service Fund Checks and Invoices:
 - 1) [Checks and Wire Transfers: \\$10,600.00](#)
 - 2) Invoices Payable: \$
 - c) Capital Projects Fund Checks and Invoices: None
 - d) Student Activity Fund Checks and invoices: None
3. VISA Procurement Card Payment: [August 2014: \\$21,135.36](#)
4. Treasurer's Report: [August 2014](#)
5. Budget Transfers-none
- C. [Motion to appoint Terri L. Birchard as the administrative trustee for NOREBT effective September 26, 2014](#)
- D. [Motion to compensate the Superintendent of Record a net pay of \\$3,000 for 2013-2014 through ECTS payroll, subject to applicable employment taxes and retirement benefits](#)

6. Human and Quality Resources

- A. [Coordinator of Human and Quality Resources Report](#) — Natalie Fatica
 1. [Motion to approve the hiring of Justin Jaeger as the Electrical Engineering Instructor at Step A/B 6 with a rate of \\$42,508](#)
 2. [Motion to approve Bruce Marzka, Maintenance Mechanic, M-3, at the rate of pay of \\$16.29 per hour beginning on or after September 29, 2014.](#)
 3. [Motion to hire Anthony Voto as a part time custodian at the probationary rate of \\$14.19 per hour beginning on or after September 29, 2014.](#)

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. Metal Fabrication – October 3, 2014
 - 2. Facilities Maintenance – October 3, 2014
 - 3. Precision Machining – October 3, 2014
 - 4. Fund Raising and Community Service Requests - None
- D. Facility Use Requests — Profit Making Organizations (Policy 707)
- E. Other Operations
 - 1. Motion to approve the Transition Center Student Intern Agreement
 - 2. Motion to approve Administrative Procedure 412—Evaluation of Professional and Temporary Professional Employees
 - 3. Discussion of Director's Evaluation for 2014-2015
 - 4. Director's Evaluation 2013-2014 (summary provided at meeting)

8. Other Business

- A. Board Action Items

9. Supplemental Reports & Information

- A. JOC Member Attendance Report
- B. Secondary Enrollment Report
- C. Transition Center & CAEP Program Enrollment Reports
- 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. Career & Technical Education Leadership Connections: *A Guide to Effective Working Relationships*
- I. **Next meeting: Thursday, October 23, 2014**

10. Adjournment

Foundation Meeting