



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: \$ 61,482.44
 - b) Food Service Fund Checks and Invoices:
 - 1) Checks and Wire Transfers: \$10,600.00
 - 2) Invoices Payable: \$ 242.35
 - c) Capital Projects Fund Checks and Invoices: None
 - d) Student Activity Fund Checks and invoices: None
3. VISA Procurement Card Payment: August 2014: \$35,458.84
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.
 4. Motion to accept the retirement request of Andrea Lucarotti effective on or before January 16th 2015.
 5. Motion to approve the Uncompensated Leave of Absence for Jessica Fenner beginning around the end of October for up to 4 months

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 - [Metal Fabrication; October 3, 2014; Lord Corporation](#)
 2. Field Trip Request - [Facilities Maintenance; October 3, 2014; Lord Corporation](#)
 3. Field Trip Request - [Precision Machining; October 3, 2014; PMI Meadville](#)
 4. Field Trip Request – [Hospitality; October 17, 2014; Peek’N’Peak](#)
 5. 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