



Joint Operating Committee

Meeting Agenda

Thursday, September 24, 2015

8500 Oliver Road, Erie, PA 16509

Work Session

6:00 p.m.

- A. Recognition of 2014-2015 Exemplary Students
- B. Executive Session – Potential Litigation
- C. ECVTS Foundation Meeting

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 27, 2015 meeting as presented

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

4. Correspondence

- A. PSBA – Officer and At-Large elections
- B. Lutz Family Thank You
- C. Letter of intent to retire, Roach Hewitt, Instructor

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 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: \$383,703.27
- 2) Invoices Payable: \$94,237.03
- b) Food Service Fund Checks and Invoices:
 - 1) Checks and Wire Transfers: \$10,619.13
 - 2) Invoices Payable: \$1,090.24
- c) Capital Projects Fund Checks and Invoices:
 - 1) Checks and Wire Transfers: \$34,104.69
 - 2) Invoices Payable: \$145,764.33
- d) Student Activity Fund Checks and invoices: None
3. VISA Procurement Card Payment: August 2015: \$43,737.56
4. Treasurer's Report: August 2015
5. Budget Transfers - None
- C. Motion to award the Emergency Generator Upgrade plumbing and electrical construction contracts to:
 - Plumbing - Wm. T. Spaeder Co. - \$11,622
 - Electrical - Blackhawk Neff, Inc. - \$33,948
- D. Motion to approve the purchase of equipment for the Emergency Generator Upgrade project from Kelly Generator and Equipment in the amount of \$38,465

6. Human and Quality Resources

- A. Coordinator of Human and Quality Resources Report — Natalie Fatica
- B. Motion to accept the retirement request of Stephanie Holmes, Instructor, effective January 14, 2016
- C. Motion to approve the job description for Student Health Services Coordinator
- D. Motion to approve the job description for Supplemental School Nurse
- E. Motion to employ Donald (Marty) Burnham at the rate of \$25.00 per hour as a RCTC instructor
- F. Motion to hire Tim Mello as an M-2, Maintenance Mechanic at the rate of \$20.41 per hour effective September 25, 2015
- G. Motion to approve the revised 2015-2016 substitute list as presented
- H. Motion to hire Mark Helms and Jennifer LaZar as part-time custodians (C-2) at the probationary rate of \$14.48 effective September 28, 2015
- I. Motion to employ Andrew Fair as a Technology Technician (T-1) beginning on September 28, 2015 at the rate of pay of \$19.34 per hour

7. Operations

- A. Administrative Reports

1. [Superintendent Report](#) — Sandra Myers, Union City Area 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 \(Policies 331, 431, 531\)](#)
 1. [Motion to approve the travel of Joe Salorino to the Graph Expo 2015 in Chicago, IL, September 14-16, 2015](#)
 2. [Motion to approve the travel of Donna Erdman to the NAEYC Annual Conference in Orlando, FL, November 17 – 21, 2015](#)
- C. [Field Trips and Fund Raising Requests \(Policies 121, 229, 230,\)](#)
 1. [Field Trip - Precision Machining; Bayfront Convention Center, October 1](#)
 2. [Field Trip -Precision Machining; Machining Concepts, October 2](#)
 3. [Field Trip - Precision Machining; Modern Industries, October 2](#)
 4. [Fundraising – NTHS – Fundraising 2015-2016](#)
- D. [Facility Use Requests — Profit Making Organizations \(Policy 707\)](#)
- E. [Other Operations](#)
 1. [Motion to approve the Benefit and Compensation Plan \(Act 93\) for the Administrative Staff members](#)
 2. [Motion to approve the Benefit and Compensation Plan for the Business Manager](#)
 3. [Motion to approve the Benefit and Compensation Plan for the Director](#)
 4. [Motion for approval of the Occupational Advisory Committee members for the 2015-2016 academic year](#)

8. Other Business

- A. [First Reading Policy 819 – Suicide Awareness, Prevention, and Response](#)
- B. [Board Action Items](#)
 1. [Food Service Fund Variance](#)

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. [Disabled Population by District](#)
- I. [Disabled Population by Program](#)
- J. [2015-2016 Budget Re-Opening Calculations](#)
- K. [Three Sessions Comparison – Butler County Area Vocational Technical School](#)
- L. [Pittsburgh Technical Institute - updated articulation agreement](#)
- M. **Next meeting: Thursday, October 22, 2015**

10. Guest and Public Comment – Open to General Matters

11. Adjournment

Foundation Meeting