



**Joint Operating Committee
Meeting Agenda**

Thursday, October 22, 2015

8500 Oliver Road, Erie, PA 16509

**Work Session
6:00 p.m.**

- A. Guaranteed Energy Savings Presentations
 - 1. Schneider Electric
 - 2. SmartEdge

**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 September 24, 2015 meeting as presented](#)

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

4. Correspondence

- A. [Letter of intent to retire during 2016-2017, Mark Cyphert, Instructor](#)
- B. [Articulation agreement letter with The Culinary Institute of America](#)
- C. [Letter of intent to retire during 2015-2016, Dave Michalak, 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: September 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: [\\$323,415.33](#)

- 2) Invoices Payable: [\\$81,555.91](#)
- b) Food Service Fund Checks and Invoices:
 - 1) Checks and Wire Transfers: [\\$1,090.24](#)
 - 2) Invoices Payable: [\\$2,052.60](#)
- c) Capital Projects Fund Checks and Invoices:
 - 1) Checks and Wire Transfers: [\\$145,764.33](#)
 - 2) Invoices Payable: [\\$19,467.09](#)
- d) Student Activity Fund Checks and invoices: [\\$941.00](#)
3. VISA Procurement Card Payment: [September 2015: \\$70,814.85](#)
4. Treasurer's Report: [September 2015](#)
5. Budget Transfers - None
- D. [Motion to approve the re-opening of the 2015-2016 budget to allocate funds as presented](#)
- E. [Motion to consolidate the PGLIT account balance \(balance at 9/30/15 - \\$105,492.58\) into the PSDLAF MAX balance and close the PLGIT account](#)

6. Human and Quality Resources

- A. [Coordinator of Human and Quality Resources Report — Natalie Fatica](#)
- B. [Motion to accept the retirement request of Jan Kennerknecht, Supervisor of Instructional Support Services, effective June 22, 2016](#)
- C. [Motion to pay Sherry States \\$230.00 stipend for performing the duties of First Aid Attendant for the months of September and October 2015](#)
- D. [Motion to hire Linda Chisholm as part-time Supplemental School Nurse at the rate of \\$25.00 per hour effective October 25, 2015](#)
- E. [Motion to hire Laurie Swanson as part-time Student Health Services Coordinator at the rate of \\$2,500 per year effective October 25, 2015](#)
- F. [Motion to employ Claudine Sloppy at the rate of \\$25.00 per hour as a RCTC instructor](#)

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)
- C. Field Trips and Fund Raising Requests (Policies 121, 229, 230,)
 1. Automotive Technologies and Automotive Body Repair; Hero Biofuels; November 24, 2015
 2. Computer Programming and Health Assistant; Gannon University; November 13, 2015
- D. Facility Use Requests — Profit Making Organizations (Policy 707)
- E. Other Operations
 1. Motion to approve the Student Intern Agreement with Splash Lagoon
 2. Motion to approve the Student Intern Agreement with Home 2 Suites

8. Other Business

- A. Board Action Items
 1. Food Service Fund Participation Report
 2. Board Policy Review
 3. Chimney Project Estimate-Cost Difference

9. Supplemental Reports & Information

- A. JOC Member Attendance Report
- B. Secondary Enrollment Report
- C. Transition Center & CAEP Program Enrollment Reports
- D. PRIDE Student of the Month - September
- E. Business Contacts Report – Elaine Shaffer
- F. Work Experience Report – Elaine Shaffer
- G. Admissions Coordinator Report – Lisa Sorensen
- H. Career Planning Coordinator Report – Remle Moyak
- I. Disabled Population by District
- J. Disabled Population by Program
- K. Occupational Advisory Committee October 12, 2015 Meeting Attendance
- L. **Next meeting: Tuesday, December 15, 2015**

10. Guest and Public Comment – Open to General Matters

11. Adjournment

Foundation Meeting