



**Joint Operating Committee
Meeting Agenda**
Thursday, February 25, 2016
8500 Oliver Road, Erie, PA 16509

Work Session
6:00 p.m.

1. Foundation Meeting
2. Administrative Procedure 126 – Enrollment Review
3. 2016-2017 Bell Schedule

Regular Meeting

1. **Call to Order**
 - A. Moment of Reflection
 - B. Pledge of Allegiance
 - C. Roll Call
Foyle, Ogden, Olesnanik, Bucksbee, Lutz, King, DiPlacido, Rodgers, Black, Gourley, Duda
2. **Meeting Minutes**
 - A. Motion to accept the minutes of the January 28, 2016 meeting as presented
3. **Guest and Public Comment – Items Related to the Agenda**
4. **Correspondence**
 - A. Thank you card from Dr. Myers
 - B. Letter of intent to retire in 2016-2017 from Rosanne Gangemi, Instructional Aide
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: January 2016
 - 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:
Checks and Wire Transfers: **\$424,097.37**

- Invoices Payable: [\\$87,993.03](#)
- b) Food Service Fund Checks and Invoices:
 - Checks and Wire Transfers: [\\$2,870.09](#)
 - Invoices Payable: [\\$1,746.72](#)
- c) Capital Projects Fund Checks and Invoices:
 - Checks and Wire Transfers: [\\$38,274.48](#)
 - Invoices Payable: none
- d) Student Activity Fund Checks and Invoices:
 - Checks and Wire Transfers: [\\$3,232.32](#)
 - Invoices Payable: none
- 3. VISA Procurement Card Payment: January: [\\$34,732.82](#)
- 4. Treasurer's Report – [January 2016](#)
- 5. Budget Transfers – Per Original 2015-2016 budget – partial transfer from General Fund to Food Service Fund - \$ 15,000

Human and Quality Resources

- A. [Coordinator of Human and Quality Resources Report](#) — Natalie Fatica
- B. [Motion to grant regular employment status to Mark Helms effective January 29th, 2016, at \\$14.73 per hour, Andrew Fair effective January 29th at \\$19.59 per hour, Robyn Edwards effective January 11, 2016 at \\$14.41 per hour and Jennifer LaZar effective February 10, 2016 at \\$14.73 per hour](#)

6. Operations

- A. Administrative Reports
 - 1. [Superintendent Report](#) — Sandra Myers, Union City 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) — none
- C. Field Trips and Fund Raising Requests (Policies 121, 229, 230,) –
 - 1. Ratification of Trip Requests and Fundraisers prior to JOC Session
 - a. [Field Trip Request](#) – Auto Tech; February 17-18, 2016; PAA Automotive Contest, AACA Museum; Hershey, PA

2. Approval of Upcoming Field Trips
 - a. [Field Trip Request](#) – SkillsUSA State Competition; April 12 – 15, 2016; Hershey, PA
 - b. [Field Trip Request](#) – Construction Trades; May 6, 2016; Greater PA Carpenters Training Center; Pittsburgh, PA
 - c. [Field Trip Request](#) – Health Assistant and Computer Programming; April 7, 2016; Edinboro University; Edinboro, PA
 - d. [Field Trip Request](#) – Culinary Arts; April 29, 2016; Ambassador Center and O’Charley’s; Erie, PA
 - e. [Field Trip Request](#) – Metal Fabrication; March 18, 2016; Rodgers Brothers; Albion, PA
 - f. [Field Trip Request](#) – Metal Fabrication; March 18, 2016; Industrial Sales and Manufacturing; Erie, PA
 - g. [Field Trip Request](#) – Drafting and Design; May 20, 2016; Sunburst Electronics; Erie, PA
 - h. [Field Trip Request](#) – Early Childhood Education; TBD; Mercyhurst and YMCA; Erie, PA
 - i. [Field Trip Request](#) – Graphic Arts; May 11, 2016; McCarty Printing; Erie, PA
 - j. [Field Trip Request](#) – Art and Design; May 12 and May 13, 2016; Erie Playhouse, Erie, PA
 - k. [Community Service](#) – Computer Programming; April 16, 2016; Special Olympics Basketball; Girard High School
3. Fundraising Request – None
- D. Facility Use Requests — Profit Making Organizations (Policy 707)
 1. [Fagan Supply, March 23, 2016](#)
- E. Other Operations
- 7. Other Business**
 - A. [Board Action Items](#)
 1. Food Service Participation Report – [January 2016](#)
 - B. [Motion to approve the 2016-2017 General Fund Budget that includes district contributions in the amount of \\$3,914,559 and recommend adoption by the participating districts](#)

8. Supplemental Reports & Information

- A. JOC Member Attendance Report
- B. AFT Report – Joe Salorino
- C. Secondary Program Enrollment Report
- D. Transition Center & Career Alternative Education Enrollment Report
- E. Disabled Population by District
- F. Disabled Population by Program
- G. Business Contacts Report – Elaine Shaffer
- H. Work Experience Report – Elaine Shaffer
- I. Admissions Coordinator Report – Lisa Sorenson
- J. Career Planning Coordinator Report – Remle Moyak
- K. Students of the Month – January 2016
- L. Data Governance Plan Proposal
- M. Fifth Year Graduate Follow-up Report
- N. Bell Schedule Information
- O. Statement of Financial Interests - Due by May 1, 2016
- P. Statement of Financial Interests – electronic version – Due by May 1, 2016
- Q. Next meeting: Thursday, March 24, 2016

9. Guest and Public Comment – Open to General Matters

10. Adjournment