



**Joint Operating Committee
Meeting Agenda
Thursday, April 28, 2016
8500 Oliver Road, Erie, PA 16509**

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

**Regular Meeting
6:30 p.m.**

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 March 24, 2016 meeting as presented](#)

3. Guest and Public Comment—relating to the agenda

4. Correspondence

- A. [Letter of intent to retire April 1, 2016 from Mark Clickett, Instructional Aide](#)
- B. [Thank you letter from SafeNet regarding Easter baskets](#)
- C. [Thank you letter from Erie Regional Manufacturing Partnership](#)
- D. [PSBA Value of services provided letter](#)
- E. [Graphic Arts Education and Research Foundation PrintED Accreditation letter](#)

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: March 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: [\\$229,549.42](#)

- Invoices Payable: \$101,924.78
- b) Food Service Fund Checks and Invoices:
 - Checks and Wire Transfers: \$2,308.66
 - Invoices Payable: \$2,548.56
- c) Capital Projects Fund Checks and Invoices: \$3,469.80
- d) Student Activity Fund Checks and Invoices: \$4,449.95
- 3. VISA Procurement Card Payment: March: \$40,556.28
- 4. Treasurer's Report: March 2016
- 5. Budget transfers - none

6. Human and Quality Resources

- A. Coordinator of Human and Quality Resources Report — Natalie Fatica
 - 1. Motion to hire XXXX as seasonal help at the rate of \$8.00 per hour beginning on or after May 1, 2016 – TBD once Natalie has completed interviews
 - 2. Motion to hire Sandy Carr as Supervisor of Instructional Support at the salary of \$75,000 per year effective July 1, 2016
 - 3. Motion to accept the retirement request of Mark Clickett, Instructional Aide, effective April 1, 2016
 - 4. Motion to employ Mark Parshall and Robert Simonelli at the rate of \$25.00 per hour as a RCTC instructor

7. Operations

- A. Administrative Reports
 - 1. Superintendent Report — Dr. 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) — none
- C. Field Trips and Fund Raising Requests (Policies 121, 229, 230,) - none
- D. Facility Use Requests — Profit Making Organizations (Policy 707) — none
- E. Other Operations

1. Motion to set Food Service prices as follows for 2016-2017, effective August 25, 2016:

• Student breakfast-paid	\$1.40	Increase of \$ 0.05
• Student breakfast-reduced	\$0.30	No Change
• Student lunch-paid	\$2.40	Increase of \$ 0.15
• Student lunch-reduced	\$0.40	No Change
• Adult Breakfast	\$2.50	No Change
• Adult lunch	\$4.00	No Change
2. Motion to approve the renewal of the lease agreement for a portion of the Regional Skill Center with Northwest Tri-County Intermediate Unit effective July 1, 2016 through June 30, 2017 for \$14,558, as presented
3. Motion to approve the Special Education Transition Center Operating Agreement effective July 1, 2016 through June 30, 2017, as presented
4. Motion to approve the submittal of the final 2016-2017 general fund budget to Pennsylvania Department of Education, as presented and approved by the participating school districts
5. Motion to approve revisions to Administrative Procedure 412 – Evaluation of Professional and Temporary Professional Employees
6. Motion to accept the donation of drafting pencils from the Harbor Creek School District to be utilized in the Art and Design for Business and Drafting and Design programs
7. Motion to accept the donations of an ice machine and domestic refrigerator from Adam Pieper and Jerry Faulkner, respectively, to be utilized for hands-on learning instructional purposes within the HVAC program for RCTC

Other Business

A. Board Action Items

1. Food Service Participation Report – March 2016

8. Supplemental Reports & Information

- A. JOC Member Attendance Report
- B. AFT Report – Joe Salorino
- C. High School Enrollment Report
- D. Transition Center & Career Alternative Education Enrollment Report
- 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. 3rd Quarter Honor Roll and Perfect Attendance
- J. PRIDE Students of the Month - March 2016
- K. Disabled Students by District
- L. Disabled Students by Program
- M. SkillsUSA State Competition – Sandy Carr
- N. ***Statement of Financial Interests – Due by MAY 1, 2016***
- O. Statement of Financial Interests – electronic version – Due by MAY 1, 2016
- P. Other Important Dates:
- Q. **Next meeting: Thursday, May 26, 2016**

9. Guests and Public Comment – Open to general matters

10. Adjournment

11. Foundation Agenda