



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

Work Session
6:00 p.m.

1. Foundation Meeting
2. [2016-2017 Budget Presentation](#) – Aldo Jackson

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 December 15, 2015 meeting as presented](#)
3. **Guest and Public Comment – Items Related to the Agenda**
4. **Correspondence**
 - A. [Letter from Summit Township Water Authority regarding water test levels](#)
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: December 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:
Checks and Wire Transfers: [\\$261,928.20](#)
Invoices Payable: [\\$47,427.32](#)

- b) Food Service Fund Checks and Invoices:
 - Checks and Wire Transfers: \$2,044.90
 - Invoices Payable: \$59.75
- c) Capital Projects Fund Checks and Invoices: \$65,810.85
 - Invoices Payable: \$27,626.45
- d) Student Activity Fund Checks and Invoices: \$2,182.32
 - Invoices Payable: \$13.07
- 3. VISA Procurement Card Payment: December: \$30,337.75
- 4. Treasurer's Report - December 2015
- 5. Budget Transfers – Per Revised 2015-2016 budget – partial transfer from General Fund to Capital Projects Fund - \$ 100,000

Human and Quality Resources

- A. Coordinator of Human and Quality Resources Report — Natalie Fatica
- B. Motion to hire Susan Tatalone as part-time Pupil Services Secretary (S-3) at the rate of \$14.16 per hour effective February 1, 2016
- C. Motion to accept the resignation of Michele Smith effective January 8th, 2016
- D. Motion to employ Tami Hritzay, Mark Cyphert, and Melanie Damore at the rate of \$25.00 per hour as a RCTC instructors

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. Field Trip Request – Auto Tech and Auto Body; February 5, 2016; Bayfront Convention Center
 - 2. Field Trip Request – Transition Center; February 23, 2016; Mercyhurst North East campus

3. Field Trip Request – [Early Childhood Education; February 26, 2016; Mercyhurst University](#)
4. Field Trip Request – [NTHS; March 25, 2016; Second Harvest Food Bank](#)
5. Fundraising Request – [Early Childhood Education and NTHS; February – May 2016; March for Babies \(March of Dimes\)](#)
6. Fundraising Request – [NTHS; March – May 2016; Dance Lesson Fridays](#)
7. Community Service – [NTHS; March 25, 2016; Second Harvest Food Bank](#)
8. Fundraising Request – [Cosmetology; February 8 – 19, 2016; Scratch off tickets](#)
- D. Facility Use Requests — Profit Making Organizations (Policy 707) — none
- E. Other Operations

7. Other Business

- A. Board Action Items
 1. Food Service Participation Report – [December 2015](#)

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](#) – December 2015
- L. [2016 SkillsUSA District Report](#) – Sandy Carr
- M. [2nd Quarter Honor Roll by District](#)
- N. [2nd Quarter Perfect Attendance by District](#)
- O. [2nd Quarter Distinguished Students by District](#)
- P. Statement of Financial Interests - Due by May 1, 2016

Q. [Statement of Financial Interests – electronic version](#) – Due by May 1, 2016

R. Next meeting: Thursday, February 25, 2016

9. Guest and Public Comment – Open to General Matters

10. Adjournment