



**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: \$

- b) Food Service Fund Checks and Invoices:
  - Checks and Wire Transfers: \$2,044.90
  - Invoices Payable: \$
- c) Capital Projects Fund Checks and Invoices: \$65,810.85
- d) Student Activity Fund Checks and Invoices: \$2,182.32
- 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

## 6. 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 8<sup>th</sup>, 2016
- D. Motion to employ Tami Hritzay, Mark Cyphert, and Melanie Damore at the rate of \$25.00 per hour as a RCTC instructors

## 7. 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](#)
  6. Community Service – [NTHS; March 25, 2016; Second Harvest Food Bank](#)
  7. Fundraising Request – [Cosmetology; February 8 – 19, 2016; Scratch off tickets](#)
- D. Facility Use Requests — Profit Making Organizations (Policy 707) — none
- E. Other Operations

**8. Other Business**

- A. Board Action Items

**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. Statement of Financial Interests - Due by May 1, 2016
- N. [Statement of Financial Interests – electronic version](#) – Due by May 1, 2016
- O. Next meeting: Thursday, February 25, 2016

- 9. Guest and Public Comment – Open to General Matters**
- 10. Adjournment**