



**Joint Operating Committee
Meeting Agenda**
Thursday, March 24, 2016
8500 Oliver Road, Erie, PA 16509

Work Session
6:00 p.m.

1. [Foundation Meeting](#)
2. Discussion regarding Rural Regional College of Northwestern Pennsylvania (RRCNPA)

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 February 25, 2016 meeting as presented](#)

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

4. Correspondence

- A. [Letter from Community Blood Bank](#)
- B. [Thank you letter from newly admitted student for Cosmetology program](#)
- C. [Letter of intent to retire 2016-2017, R. Hewitt, 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: February 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: [\\$217,528.61](#)

- Invoices Payable: [\\$110,187.95](#)
- b) Food Service Fund Checks and Invoices:
 - Checks and Wire Transfers: [\\$1,746.72](#)
 - Invoices Payable: [\\$2,308.66](#)
- c) Capital Projects Fund Checks and Invoices: none
 - Invoices Payable: none
- d) Student Activity Fund Checks and Invoices: [\\$2,108.00](#)
 - Invoices Payable: none
- 3. VISA Procurement Card Payment: [February: \\$40,493.66](#)
- 4. Treasurer's Report – [February 2016](#)
- 5. Budget Transfers – Per Revised 2015-2016 budget – partial transfer from General Fund to Capital Projects Fund - \$ 225,000

Human and Quality Resources

- A. [Coordinator of Human and Quality Resources Report](#) — Natalie Fatica
- B. [Motion to grant regular employment status to Linda Chisholm effective February 26th, 2016, at \\$25.00 per hour](#)
- C. [Motion to employ Mariea Sargent and Lyle Taylor at the rate of \\$25.00 per hour as a RCTC instructor](#)

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 - None
 - 2. Approval of Upcoming Field Trips
 - a) Field Trip Request – [Guidance/Professional Skills; Mercyhurst College; Ethics Symposium; April 21, 2016; Erie, PA](#)
 - 3. Fundraising Request – None

- D. Facility Use Requests — Profit Making Organizations (Policy 707) – None
- E. [Motion to approve the 2016-2017 Erie County Technical School calendar](#)
- F. Other Operations

7. Other Business

- A. [Board Action Items](#)
 - 1. Food Service Participation Report – [February 2016](#)
- B. [Motion to approve the Resolution of Support for the Rural Regional College of Northern Pennsylvania \(RRCNPA\)](#)

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](#) – [February 2016](#)
- L. [OAC Attendance Report](#)
- M. [Rural Regional College of Northern Pennsylvania Status Update Report](#)
- N. [Statement of Financial Interests](#) - Due by May 1, 2016
- O. [Statement of Financial Interests – electronic version](#) – Due by May 1, 2016
- P. Next meeting: Thursday, April 28, 2016

9. Guest and Public Comment – Open to General Matters

10. Adjournment