



Joint Operating Committee

Meeting Agenda

Thursday, October 22, 2015

8500 Oliver Road, Erie, PA 16509

Work Session

6:00 p.m.

A. Guaranteed Energy Savings Presentations

1. Schneider Electric
2. SmartEdge

Regular Meeting

7:00 p.m.

1. Call to Order

- A. Moment of Reflection
- B. Pledge of Allegiance
- C. Roll Call

Foyle, Ogden, Hughes, Bucksbee, Lutz, Rial, DiPlacido, Rodgers, Black, Gourley, Duda

2. Meeting Minutes

- A. [Motion to accept the minutes of the September 24, 2015 meeting as presented](#)

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

4. Correspondence

- A. [Letter of intent to retire during 2016-2017, Mark Cyphert, Instructor](#)
- B. [Articulation agreement letter with The Culinary Institute of America](#)
- C. [Letter of intent to retire during 2015-2016, Dave Michalak, 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: September 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:

- 1) Checks and Wire Transfers: [\\$323,415.33](#)
- 2) Invoices Payable: [\\$62,763.21](#)
- b) Food Service Fund Checks and Invoices:
 - 1) Checks and Wire Transfers: [\\$1,090.24](#)
 - 2) Invoices Payable: None
- c) Capital Projects Fund Checks and Invoices:
 - 1) Checks and Wire Transfers: [\\$145,764.33](#)
 - 2) Invoices Payable: None
- d) Student Activity Fund Checks and invoices: [\\$941.00](#)
3. VISA Procurement Card Payment: September 2015: [\\$70,814.85](#)
4. Treasurer's Report: [September 2015](#)
5. Budget Transfers - None
- D. [Motion to approve the re-opening of the 2015-2016 budget to allocate funds as presented](#)
- E. [Motion to consolidate the PGLIT account balance \(balance at 9/30/15 - \\$105,492.58\) into the PSDLAF MAX balance and close the PLGIT account](#)

6. Human and Quality Resources

- A. [Coordinator of Human and Quality Resources Report — Natalie Fatica](#)
- B. [Motion to accept the retirement request of Jan Kennerknecht, Supervisor of Instructional Support Services, effective June 21, 2016](#)
- C. [Motion to pay Sherry States \\$230.00 stipend for performing the duties of First Aid Attendant for the months of September and October 2015](#)
- D. [Motion to hire Linda Chisholm as part-time Supplemental School Nurse at the rate of \\$25.00 per hour effective October 25, 2015](#)
- E. [Motion to hire Laurie Swanson as part-time Student Health Services Coordinator at the rate of \\$2,500 per year effective October 25, 2015](#)

7. Operations

- A. Administrative Reports
 1. [Superintendent Report](#) — 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)
- C. Field Trips and Fund Raising Requests (Policies 121, 229, 230,)
 - 1. [Automotive Technologies and Automotive Body Repair; Hero Biofuels; November 24, 2015](#)
 - 2. [Computer Programming and Health Assistant; Gannon University; November 13, 2015](#)
- D. Facility Use Requests — Profit Making Organizations (Policy 707)
- E. Other Operations
 - 1. [Motion to approve the Student Intern Agreement with Splash Lagoon](#)
 - 2. [Motion to approve the Student Intern Agreement with Home 2 Suites](#)

8. Other Business

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

9. Supplemental Reports & Information

- A. [JOC Member Attendance Report](#)
- B. [Secondary Enrollment Report](#)
- C. [Transition Center & CAEP Program Enrollment Reports](#)
- D. [PRIDE Student of the Month - September](#)
- 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. [Disabled Population by District](#)
- J. [Disabled Population by Program](#)
- K. [Occupational Advisory Committee October 12, 2015 Meeting Attendance](#)
- L. **[Next meeting: Tuesday, December 15, 2015](#)**

10. Guest and Public Comment – Open to General Matters

11. Adjournment

Foundation Meeting