



8500 Oliver Road, Erie, PA 16509

Joint Operating Committee - Meeting Minutes

Thursday, March 23, 2017

Work session - 6:01 p.m.

- The Erie County Vocational Technical School Foundation Meeting took place during the work session
- Dr. Aldo Jackson reviewed Administrative Procedure 126 – Enrollment Review
- The work session ended at 6:55 p.m.

Call to Order

Mr. Foyle, JOC President called the regular meeting to order at 6:55 p.m.

Moment of Reflection and Pledge of Allegiance

Roll Call

Terri Birchard, Board Secretary, called the roll:

<u>Committee members:</u>	<u>District:</u>	<u>Present</u>	<u>Absent</u>
Andrew Foyle	Fairview	X	
John Ogden	Fort LeBoeuf	X	
Dennis Olesnanik	Girard	X	
James Bucksbee	General McLane	X	
Bill Lutz	Harbor Creek	X	
Wade King	Iroquois		X
John DiPlacido	Millcreek	X	
Andrew Fynan	North East	X	
Sam Ring	Northwestern	X	
David Fox	Union City	X	
Eric Duda	Wattsburg	X	

<u>Administrators:</u>	<u>Position:</u>	<u>Present</u>	<u>Absent</u>
Sandra Myers	Superintendent of Record	X	
Aldo Jackson	Director	X	
Attorney Sennett	Solicitor	X	
Joseph Tarasovitch	Principal	X	
Terri Birchard	Business Manager	X	
Natalie Fatica	Human & Quality Resources Coordinator	X	
Del VonVolkenburg	Facilities Manager		X
Jeff Smith	Technology Manager	X	
Pat Holland	Supervisor of Student Services	X	
Sandy Carr	Supervisor of Student Services	X	

Meeting Minutes

Minutes of February 23, 2017

Motion to accept the minutes of the February 23, 2017 meeting as presented.

Moved for approval by Duda, with second by Ring
The motion is approved with an all "ayes" voice vote
(Copy is filed with the official minutes)

Guests and Public Comment – Items related to the Agenda

Guests signed in and present: Mariea Sargent

Correspondence - none

Business

Report - Business Manager – Terri Birchard
(Copy filed with the official minutes)

Financial Reports, Payments and Invoices

Motion to approve the following reports, payments and invoices, as presented:

- Revenue and Expenditure Reports: February 2017
 - General Fund
 - Food Service Fund
 - Capital Reserve Fund
 - Student Activities Report
- Checks and Invoices:
 - General Fund Checks and Wire Transfers: \$ 221,014.84
 - Invoices Payable: \$91,930.12
 - Food Service Fund Checks and Wire Transfers - \$10,173.27
 - Invoices Payable: \$11,518.44
 - Capital Projects Fund Checks and Invoices: - none
 - Invoices Payable: none
 - Student Activity Fund Checks and invoices: - \$90.00
 - Invoices Payable: none
- VISA procurement card payment – February :\$29,937.57
- Treasurer’s Report: February 2017
- Budget Transfers – none

All business reports moved for approval by Duda with a second by Lutz
The motion is approved with an all "ayes" voice vote
(Copy of each item is filed with the official minutes)

Human and Quality Resources

Report—Coordinator of Human and Quality Resources – Natalie Fatica
(Copy filed with the official minutes)

RCTC Instructors – Kosaniak and Schultz

Motion to employ John Kosaniak and Emily Schultz at the rate of \$25.00 per hour as RCTC instructors

Moved for approval by DiPlacido, with a second by Olesnanik

The motion is approved with an all “ayes” voice vote

Operations

Administrative Reports

- Superintendent Report– Sandra Myers, Union City School District
 - Director Report — Aldo Jackson
 - Solicitor Report – Timothy Sennett – no report
 - High School Principal Report — Joe Tarasovitch
 - Facilities Report — Del VonVolkenburg
 - Technology Report — Jeff Smith
 - Instructional Support Services Reports - Sandy Carr and Pat Holland
- (Copy of each printed report is filed with the official minutes)

Staff Travel >400 miles (Polices: 331,431,531)-None

Student Field Trips and Fundraising, (Policy 121, 229, 230)

Ratification of field trips and fund raisers occurring prior to the meeting - none

Approval of upcoming field trips and fundraising requests - none

Motion to approve the following community service requests:

- Computer Networking; Special Olympics Basketball Tournament; April 8, 2017

Moved for approval by Ogden, with a second by Lutz

The motion is approved with an all “ayes” voice vote

Facility Use Requests – Profit Making Organizations (Policy 707) - None

2017-2018 Erie County Technical School Calendar

Motion to approve the 2017-2018 Erie County Technical School Calendar, as presented

Moved for approval by Duda, with a second by Ogden

The motion is approved with an all “ayes” voice vote

Other Operations - none

Other Business

- Board Action Items – Review of Food Service Financials – February 2017

Supplemental Information

- JOC Member Attendance Report
- AFT Report
- Secondary Program Enrollment Report
- Transition Center Enrollment Report & Career Alternative Education Report
- Disabled Population by District
- Disabled Population by Program
- Business Contacts Report
- Work Experience Report
- Admissions Coordinator Report
- Career Planning Coordinator Report
- OAC Attendance
- Students of the Month – February 2017
- Administrative Procedure 126 – Enrollment Review

(Copy of each supplemental item is filed with the official minutes)

- Next meeting: Thursday, April 27, 2017
- Reminder – Statement of Financial Interest are due by May 1, 2017

Guest and Public Comment – Open to General Matters

Adjournment

Moved by Duda, with a second by Ogden to adjourn the meeting
Mr. Foyle, Chairperson, adjourned the meeting at 7:39 pm.

Minutes prepared by,

Terri L. Birchard, Secretary
Joint Operating Committee