



**Joint Operating Committee  
Meeting Agenda**  
**Tuesday, December 20, 2016**  
8500 Oliver Road, Erie, PA 16509

**Erie County Vocational-Technical School Foundation Meeting - AGENDA**  
**6:00 p.m.**

**Regular Meeting**  
**6:00 p.m.**

**1. Temporary Chairperson - Solicitor acts as Temporary Chairperson**

**2. Call to Order**

- A. Moment of Reflection
- B. Pledge of Allegiance

**3. Motion to accept the following district appointed committee members:**

- A. Fairview – Andrew Foyle (2019)
- B. North East – Andrew Fynan (2019)
- C. Millcreek – John DiPlacido (2019)

**4. Roll Call**

Foyle, Ogden, Bucksbee, Olesnanik, Lutz, King, DiPlacido, Fynan, Ring, Fox, Duda

**5. Chairperson Election**

- A. Call for nominations and election of Chairperson
- B. Motion to close nominations for Chairperson
- C. Vote on nominations for Chairperson

Temporary Chairperson turns gavel over to newly elected Chairperson

**6. Vice Chairperson Election**

- A. Call for nominations and election of Vice-Chairperson
- B. Motion to close nominations for Vice-Chairperson
- C. Vote on nominations for Vice-Chairperson

**7. Meeting Dates**

Motion to approve dates, times, and place of Committee meetings for 2017, as presented

**8. Meeting Minutes**

Motion to accept the minutes of the October 27, 2016 meeting as presented

**9. Guest and Public Comment — Items Related to the Agenda**

**10. Correspondence**

- A. Thank you letter from Make-A-Wish
- B. Letter regarding Special Olympics Bowling Volunteer Participants
- C. Letter of JOC appointment of John DiPlacido, Millcreek School District
- D. American Welding Society, Howard E. Adkins Memorial Instructor Section Award, Mark Cyphert, Metal Fabrication Instructor
- E. Letter of congratulations to ECTS for the 2016 Erie's Choice Awards from U.S. Senator Pat Toomey
- F. Letter of Resignation, Robin Grimes, part-time Instructor
- G. Letter of intent to retire 2016-2017, Roach Hewitt, Instructor
- H. Letter of intent to retire 2017-2018, Eleanore Anderson, instructional Aide

**11. Business**

- A. Business Manager Report – October & November — Terri Birchard
- B. Motion to approve the following reports, payments and invoices, as presented:
  - 1. Revenue and Expenditure Reports:
    - a) General Fund – October and November 2016
    - b) Food Service Fund – October and November 2016
    - c) Capital Projects Fund – October and November 2016
    - d) Student Activities Report – October and November 2016
  - 2. Checks and Invoices
    - a) General Fund Checks, Wire Transfers, and Invoices:
      - 1) Checks and Wire Transfers – October: \$ 251,667.95
      - 2) Checks and Wire Transfer – November: \$ 208,596.24
      - 3) Invoices Payable: \$ 57,769.88
    - b) Food Service Fund Checks and Invoices
      - 1) Checks and Wire Transfers – October: \$ 12,771.93
      - 2) Checks and Wire Transfers – November: \$ 1,231.18
      - 3) Invoices Payable: \$ 12,537.49
    - c) Capital Projects Fund Checks and Invoices
      - 1) Checks and Wire Transfers – October: \$ 892.60
      - 2) Checks and Wire Transfers – November: \$ 129,611.70
      - 3) Invoices Payable: None

- d) Student Activity Fund Checks and invoices:
  - 1) Checks and Wire Transfers – October: None
  - 2) Checks and Wire Transfers – November: \$ 6,908.32
  - 3) Invoices Payable - \$1,325.65
3. VISA Procurement Card Payment
  - a) October: \$ 28,111.99
  - b) November: \$ 25,967.41
4. Treasurer's Report - October and November 2016
5. Budget Transfers — General Fund to Capital Projects – per budget - \$32,900

## 12. Human and Quality Resources

- A. Coordinator of Human and Quality Resources Report — Natalie Fatica
- B. Motion to ratify the resignation of Robin Grimes, part-time instructor, effective November 30, 2016
- C. Motion to hire Michael Wolfe as a part time custodian at the probationary rate of \$14.81 effective on or after December 21, 2016

## 13. 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 — Sandy Carr 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. Motion to ratify the following field trip and fundraising requests
    - a) Field Trip Request – Transition Center; Cobblestone Hotel; December 9, 2016
    - b) Field Trip Request – Transition Center; Holiday Inn Express and Residence Inn; December 5, 2016
    - c) Fundraiser/Community Service – Special Olympics Bowling; December 3, 2016

2. Motion to approve the following field trip and fundraising requests
  - a) Field Trip Request – [Art and Design; Mercyhurst University; January 27, 2017](#)
  - b) Field Trip Request – [Transition Center; Hiram G. Andrews Center; Johnstown, PA; January 11, 2017](#)
- D. Facility Use Requests — Profit Making Organizations (Policy 707) — none
- E. Other Operations
- 14. Other Business**
  - A. Board Action Items
    1. Food Service Financial Report – [November 2016](#) – The Nutrition Group
- 15. 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. [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. [Honor Roll, Perfect Attendance, and Distinguished Students](#)
  - J. Students of the Month—[October](#) and [November](#)
  - K. [Disabled Population by District](#)
  - L. [Disabled Population by Program](#)
  - M. **Next meeting: Thursday, January 26, 2017**
- 16. Guest and Public Comment — Open to General Matters**
  - A. Staff Concerns – Mark Cyphert, Metal Fabrication Instructor and AFT President
- 17. Adjournment**
- 18. FOUNDATION AGENDA**