



**Joint Operating Committee
Meeting Agenda**
Thursday, February 23, 2017
8500 Oliver Road, Erie, PA 16509

Work Session
6:00 p.m.

1. Foundation Meeting
2. Policy Review
 - A. Policy No. 808.1, Meal Charge Policy
 - B. Policy No. 823, Naloxone
3. 2017-2018 Budget

Regular Meeting

1. **Call to Order**
 - A. Moment of Reflection
 - B. Pledge of Allegiance
 - C. Roll Call
Foyle, Ogden, Olesnanik, Bucksbee, Lutz, King, DiPlacido, Fynan, Ring, Fox, Duda
2. **Meeting Minutes**
 - A. Motion to accept the minutes of the January 26, 2017 meeting as presented
3. **Guest and Public Comment – Items Related to the Agenda**
4. **Correspondence**
 - A. Letter of intent to retire in 2017-2018 from Mark Cyphert, Instructor
 - B. Letter of intent to retire in 2017-2018 from James Tracy Massello, 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: January 2017
 - a) General Fund
 - b) Food Service Fund
 - c) Capital Projects Fund
 - d) Student Activities Fund

2. Checks and Invoices
 - a) General Fund Checks, Wire Transfers and Invoices:
Checks and Wire Transfers: \$268,151.23
Invoices Payable: \$97,522.13
 - b) Food Service Fund Checks and Invoices:
Checks and Wire Transfers: \$9,815.47
Invoices Payable: \$10,173.27
 - c) Capital Projects Fund Checks and Invoices: \$13,540.30
Invoices Payable: none
 - d) Student Activity Fund Checks and Invoices: \$869.16
Invoices Payable: \$90.00
3. VISA Procurement Card Payment: January: \$33,686.10
4. Treasurer's Report – January 2017
5. Budget Transfers –

Human and Quality Resources

- A. Coordinator of Human and Quality Resources Report — Natalie Fatica
- B. Motion to grant regular employment status to Corey Hart and Garret Beals effective January 24th, 2017, at \$15.06 per hour
- C. Motion to hire Pam Pence as part-time Secretary (S-3) at the rate of \$14.49 per hour effective February 24, 2017

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
 - a) Correspondence – Family Services of NWPA
 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. Ratification of Trip Requests and Fundraisers prior to JOC Session

- a. Field Trip Request – Computer Programming; February 23, 2017; Erie Insurance; Erie, PA
2. Approval of Upcoming Field Trips
 - a. Field Trip Request – SkillsUSA State Competition; April 18 – 21, 2017; Hershey Lodge, Hershey, PA
 - b. Field Trip Request – Culinary Arts; May 5, 2017; The Breakfast Place, Erie, PA
 - c. Field Trip Request – Health Assistant, Facilities Maintenance, and Graphic Arts; TBD; McCarty Printing and UPMC Hamot, Erie, PA
 - d. Field Trip Request – Health Assistant and Graphic Arts; TBD; McCarty Printing and UPMC Hamot, Erie, PA
 - e. Field Trip Request – Culinary Arts; May 5, 2017; Sara’s; Erie, PA
 - f. Field Trip Request – Drafting and Design; May 26 – May 28 2017; Various; New York, NY
 - g. Field Trip Request – Drafting and Design; TBD; Cap Plugs; Erie, PA
 - h. Field Trip Request – Graphic Arts; May 10, 2017; Leader Graphics, Creative Imprint Systems, Sara’s; Erie, PA
 - i. Field Trip Request – Tourism and Hospitality; TBD; Bayfront Convention Center, Erie, PA
 - j. Field Trip Request – Tourism and Hospitality; TBD; Bayfront Convention Center, Erie, PA
 - k. Field Trip Request – Construction Trades and Electrical Engineering; May 12, 2017; Greater PA Carpenters Training Center, Pittsburgh, PA
 - l. Field Trip Request – Precision Machining; March 16, 2017; Eriez Magnetics, Erie, PA
 - m. Field Trip Request – Early Childhood Education; TBD; Penn State Behrend Learning Center, Erie, PA
 - n. Field Trip Request – Early Childhood Education; TBD; Edinboro University and Mercyhurst University, Edinboro and Erie, PA
 - o. Field Trip Request – Early Childhood Education; TBD; Mercer County Career and Technical School, Mercer, PA
 - p. Field Trip Request – Metal Fabrication; March 22, 2017; Donjon Shipbuilding and Repair, Erie, PA
 - q. Field Trip Request – Health Assistant; TBD April 2017; VA Medical Hospital, Erie, PA

- r. Field Trip Request – Health Assistant; TBD May 2017; LECOM Senior Center, Erie, PA
 - s. Field Trip Request – Cosmetology; TBD April or May 2017; Various Local Salons, Erie, PA
 - t. Field Trip Request – Cosmetology; TBD April 2017; Brevillier Village, Erie, PA
 - u. Field Trip Request – Transition Center; March 23, 2017; OVR Career Fair, Ambassador Conference Center, Erie, PA
 - v. Field Trip Request – Transition Center; March 15, 2017; Laurel Technical School, Meadville, PA
 - w. Field Trip Request – Various labs; TBD; Chautauqua Institution – Amphitheater construction site (AM labs)
 - x. Field Trip Request – Various labs; TBD; Chautauqua Institution – Amphitheater construction site (PM labs)
 - y. Community Service – none
3. Fundraising Request – None
- D. Facility Use Requests — Profit Making Organizations (Policy 707)
- E. Other Operations
- 1. Second Reading – Policy 808.1, Meal Charge Policy
 - 2. Second Reading – Policy 823, Naloxone
 - 3. Food Service Procurement Review – Correspondence and Corrective Action

7. Other Business

- A. Board Action Items
 - 1. Food Service Financial Report – January 2017 – The Nutrition Group
- B. Motion to approve the 2017-2018 General Fund Budget that includes district contributions in the amount of \$3,996,901 and recommend adoption by the participating districts
- C. Motion to approve initiating the renewal documents with PDE for contracting with The Nutrition Group for food service management services for the period of July 1, 2017 – June 30, 2018
- D. Motion to adopt Policy No. 808.1, Meal Charge Policy
- E. Motion to adopt Policy No. 823, Naloxone
- F. Motion to approve the Child Nutrition Program Procurement Plan
- G. Motion to approve the disposal of the obsolete supplies in the Cosmetology lab as listed

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 – January 2017
- L. Honor Roll – 2nd Quarter
- M. Statement of Financial Interests - Due by May 1, 2017
- N. Statement of Financial Interests – electronic version – Due by May 1, 2017
- O. Next meeting: Thursday, March 23, 2017

9. Guest and Public Comment – Open to General Matters

10. Adjournment

11. Foundation Meeting Agenda