



**Joint Operating Committee
Meeting Agenda**

Thursday, September 22, 2016
8500 Oliver Road, Erie, PA 16509

Work Session

- 1. Recognition of 2015-2016 Exemplary Students**
- 2. Erie County Vocational-Technical School Foundation Meeting**
- 3. Instructional Aide Scheduling - Appointy Demonstration**

Regular Meeting

6:00 p.m.

4. Call to Order

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

Foyle, Ogden, Olesnanik, Bucksbee, Lutz, King, DiPlacido, Rodgers, Black, Fox, Duda

5. Meeting Minutes

- A. [Motion to accept the minutes of the August 25, 2016 meeting as presented](#)

6. Guest and Public Comment — Items Related to the Agenda

7. Correspondence

- A. [Letter re: Union City JOC representative – Mr. David Fox](#)
- E. [Letter re: Appointment of Voting Delegates for the PSBA Delegate Assembly Meeting](#)
- F. [Letter re: Voting for PSBA Officers](#)

8. Business

- A. [Business Manager Report](#) — Terri Birchard, Business Manager
- B. Motion to approve the following reports, transfers, payments and invoices, as presented:
 1. Revenue and Expenditure Reports: August 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: [\\$315,838.50](#)
Invoices Payable: [\\$168,205.07](#)
 - b) Food Service Fund Checks and Invoices:
Checks and Wire Transfers: None
Invoices Payable: [\\$8,320.98](#)

- c) Capital Projects Fund Checks and Invoices
 - Checks and Wire Transfers: None
 - Invoices Payable: **\$1,675.09**
- d) Student Activity Fund Checks:
 - Checks and Wire Transfers: None
 - Invoices Payable: None
- 3. VISA Procurement Card Payment: August - **\$ 33,315.65**
- 4. Treasurer's Report - **August**

9. Human and Quality Resources

- A. **Coordinator of Human and Quality Resources Report** — Natalie Fatica
- B. **Motion to approve the revised 2016-2017 substitute list as presented**
- C. **Motion to employ Lucas Haslett at the rate of \$25.00 per hour as a RCTC instructor**
- D. **Motion to pay Michael Miller and Travis Woodburn a \$1,000 stipend for advising Skills USA for 2016-2017**
- E. **Motion to hire Corey Hart and Garret Beals as part time custodians at the probationary rate of \$14.81 effective on or after September 23, 2016**

10. Operations

- A. Administrative Reports
 - 1. **Superintendent Report** — Dr. Sandra Myers, Union City Area School District
 - 2. **Director Report** — Aldo Jackson
 - 3. **Solicitor Report** — Tim 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)
 - 1. Staff Travel Request – none

- C. Field Trips and Fund Raising Requests (Policies 121, 229, 230,)
 - 1. Field trip request – Drafting & Design; Eriez Magnetics / Hoss' Steak House / Howard Industries; October 7, 2016
 - 2. Field trip request – Electronics; Eriez Magnetics; October 7, 2016
 - 3. Field trip request – Electronics; Modern Industries; October 7, 2016
 - 4. Field trip request – Facilities Maintenance; Eriez Magnetics; October 7, 2016
 - 5. Field trip request – Facilities Maintenance; Lord Corporation; October 7, 2016
 - 6. Field trip request – Metal Fabrication; Manufacturing Day – Bayfront Convention Center; October 5, 2016
 - 7. Field trip request – Metal Fabrication; Fralo Industries; October 7, 2016
 - 8. Field trip request – Metal Fabrication; The Warren Company; October 7, 2016
 - 9. Field trip request – Precision Machining; Manufacturing Day – Bayfront Convention Center; October 5, 2016
 - 10. Field trip request – Precision Machining; Industrial Sales & Manufacturing; October 7, 2016
 - 11. Field trip request – Precision Machining; Lord Corporation; October 7, 2016
 - 12. Fundraising request – NTHS additional 2016-2017 fund raisers
 - 13. Fundraising request – Cosmetology 2016-2017 Spa Night fund raisers
- D. Facility Use Requests — Profit Making Organizations (Policy 707) - none
- E. Other Operations
 - 1. Motion to approve the 2016-2017 CAEP tuition rate at \$80.00 per day
 - 2. Motion to approve the Occupational Advisory Committee members for the 2016-2017 academic year, as presented
 - 3. Motion to approve the issuance of a Food Service Management Company RFP for the July 1, 2016 to June 30, 2017 contract year
 - 4. Motion to approve the trade-in of the 2009 Ford Taurus and purchase of a new 2017 Chevy Traverse from Hallman Chevrolet through PA Co-Stars for a total delivered price of \$23,318
 - 5. Motion to approve the alteration of the Tourism & Hospitality Management Program and the Computer Networking Technologies Program to a three-year program of study delivery model effective with the 2017-2018 academic year
 - 6. Motion to approve a VISA card for Andrew Fair with an annual limit of \$3,000 for 2016-2017

8. Other Business

- A. Board Action Items –
 - a) Food Service Participation – no report (only 2 days of activity in August)

9. 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 Partnership Coordinator Report](#) – Elaine Shaffer
- H. [Admissions Coordinator Report](#) – Lisa Sorensen
- I. [Career Planning Coordinator Report](#) – Remle Moyak
- J. [Work Experience Report](#)—Elaine Shaffer
- K. [Personal Finance and Business Calculations Curriculum Map](#)
- L. **Next meeting: Thursday, October 27, 2016**

10. Guest and Public Comment — Open to General Matters

11. Adjournment

12. Foundation agenda