



**Joint Operating Committee  
Meeting Agenda  
Thursday, February, 2018  
8500 Oliver Road, Erie, PA 16509**

**Work Session  
6:00 p.m.**

1. Director's Search Process, Steve Barrett, Career Assessment Center
2. 2018-2019 Budget Presentation
3. Foundation Meeting
4. Executive Session – Personnel Matters

**Regular Meeting**

1. **Call to Order**
  - A. Moment of Reflection
  - B. Pledge of Allegiance
  - C. Roll Call  
Foyle, Ogden, Olesnanik, Bucksbee, Gallagher, Rickrode, DiPlacido, Fynan, Ring, Fox, Duda
2. **Meeting Minutes**
  - A. Motion to accept the minutes of the January 25, 2018 meeting as presented
3. **Guest and Public Comment – Items Related to the Agenda**
4. **Correspondence**
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 2018
      - 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: **\$204,097.25**  
Invoices Payable: **\$109,825.22**
      - b) Food Service Fund Checks and Invoices:  
Checks and Wire Transfers: **\$26,843.51**

- Invoices Payable: [\\$13,662.96](#)
- c) Capital Projects Fund Checks and Invoices:
  - Checks and Wire Transfers: None
  - Invoices Payable: None
- d) Student Activity Fund
  - Checks and Wire Transfers: [\\$111.21](#)
  - Invoices Payable: [\\$2,181.00](#)
- 3. VISA Procurement Card Payment: [January: \\$30,828.56](#)
- 4. Treasurer's Report - [January 2018](#)
- 5. Budget Transfers – General Fund to Capital Projects Fund - \$43,000 per budget

## 6. Human and Quality Resources

- A. [Coordinator of Human and Quality Resources Report](#) — Natalie Fatica
- B. [Motion to approve the Director's Search process as defined by the attachment](#)
- C. [Motion to hire JoMo Macadory as a substitute custodian at the rate of \\$9.00 effective on or after February 23, 2018](#)

## 7. Operations

- A. Administrative Reports
  - 1. [Superintendent Report](#) — Ken Berlin, Wattsburg Area School District
  - 2. [Director Report](#) — Joe Tarasovitch
  - 3. Solicitor Report — Timothy or Christopher Sennett
  - 4. [Principal Report](#) — Dale Lewis
  - 5. [Facilities Report](#) — Del VonVolkenburg
  - 6. [Technology Report](#) — Jeff Smith
  - 7. [Instructional Support Services Report](#) — Sandra 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. Field Trip Request – [Construction Trades; PA Carpenters' Training Center; Pittsburgh, PA; May 11, 2018](#)
  - 2. Field Trip Request – [Electronics and Electrical Engineering; N.Y. Power Authority; Niagara Power Vista; May 5, 2018](#)
  - 3. Field Trip Request – [Culinary Arts; iHop Restaurant; Erie, PA; May 4, 2018](#)
  - 4. Field Trip Request – [Metal Fabrication; Advanced Welding Technologies; Erie, PA; March 20, 2018](#)

5. Field Trip Request – Early Childhood Education; Downtown YMCA Child Care Center; Erie, PA; TBD
  6. Field Trip Request – Early Childhood Education; Early Learning University or Mercyhurst Learning Center; TBD
  7. Field Trip Request – Early Childhood Education; Early Learning University and EUP Early Education Department; Edinboro University; TBD
  8. Field Trip Request – NTHS/All School; Peek and Peak Resort; Clymer, NY; TBD
  9. Field Trip Request – NTHS; Second Harvest Food Bank and SafeNet; TBD
  10. Field Trip Request – Computer Networking; Velocity Network Data Center; TBD
  11. Field Trip Request – Graphic Arts and Art and Design; Gannon University; April TBD
  12. Field Trip Request – Precision Machining; Technip FMC/TBD; TBD Spring 2018
  13. Field Trip Request – Career Planning and Professional Skills; Mercyhurst University; March 6, 2018
  14. Field Trip Request – Metal Fabrication; LeBoeuf Manufacturing; March 21, 2018
  15. Field Trip Request – Drafting and Design; DonJon Shipbuilding and Architect Michael Grab; May TBD
  16. Field Trip Request – Tourism and Hospitality; Cleveland Aquarium; April 9, 2018
  17. Field Trip Request – Health Assistant and Computer Programming; Gannon University; March 16, 2018
  18. Community Service Request – NTHS; Toy Collection Drive for SafeNet; March 1 – 26, 2018
  19. Community Service Request – NTHS; SafeNet, Second Harvest Food Bank
  20. Fundraising Request – NTHS; Easter egg fundraiser; March 1 – 23, 2018
- D. Facility Use Requests — Profit Making Organizations (Policy 707)
1. French Creek Council, Boy Scouts of America; June 18 – 22, 2018
  2. Erie County Career Pathways Alliance; First Fridays of month
- E. Other Operations
- 8. Other Business**
- A. Board Action Items
1. Food Service Financial Report – January 2018 – The Nutrition Group
  2. Discussion regarding changes in the Food Service Program

- B. Motion to recommend the approval and adoption of 2018-2019 General Fund Budget that includes district contributions in the amount of \$4,092,605 to the participating districts
- C. Motion to approve the resolution to authorize Joe Tarasovitch, Interim Director, to sign any and all contracts, agreements, grants and/or licenses with the Pennsylvania Department of Education

**9. Supplemental Reports & Information**

- A. JOC Member Attendance Report
- B. Secondary Program Enrollment Report
- C. Transition Center & Career Alternative Education Enrollment Report
- D. Disabled Population by District
- E. Disabled Population by Program
- F. Business Contacts Report – Elaine Shaffer
- G. Work Experience Report – Elaine Shaffer
- H. Admissions Coordinator Report – Lisa Sorenson
- I. Career Planning Coordinator Report – Remle Moyak
- J. Student of the Month – January 2018
- K. Statement of Financial Interests - Due by May 1, 2018
- L. Statement of Financial Interests – electronic version – Due by May 1, 2018
- M. Next meeting: Thursday, March 22, 2018

**10. Guest and Public Comment – Open to General Matters**

**11. Adjournment**

**12. FOUNDATION AGENDA**