



**Joint Operating Committee
Meeting Agenda
Thursday, January 25, 2018
8500 Oliver Road, Erie, PA 16509**

**JANUARY IS BOARD APPRECIATION MONTH
THANK YOU FOR YOUR DEDICATED SERVICE THROUGHOUT THE YEAR!**

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

1. **Career Street – The Product Business Plan** – Debbie Thompson and Jacqui Catrabone, Strategy Solutions
2. Career Street website demonstration – Marc Caposino and Varun Mehta, FuseLab Creative
3. Building Renovation Project – Chris Coughlin, HRLC Architects, LLC
4. **Foundation Meeting**

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 December 19, 2017 meeting as presented**
3. **Guest and Public Comment – Items Related to the Agenda**
4. **Correspondence**
 - A. **Letter of intent to retire during 2018-2019 from Rosanne Gangemi, Instructional Aide**
 - B. **Letter of retirement on February 2, 2018 from Dr. Aldo Jackson, Director**
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: December 2017
 - 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: [\\$410,735.76](#)
 - Invoices Payable: [\\$78,332.34](#)
 - b) Food Service Fund Checks and Invoices:
 - Checks and Wire Transfers: None
 - Invoices Payable: [\\$26,843.51](#)
 - c) Capital Projects Fund Checks and Invoices:
 - Checks and Wire Transfers: None
 - Invoices Payable: None
 - d) Student Activity Fund
 - Checks and Invoices: [\\$2,082.73](#)
 - Invoices Payable: [\\$111.21](#)
- 3. VISA Procurement Card Payment: [December: \\$30,751.74](#)
- 4. Treasurer's Report - [December 2017](#)
- 5. Budget Transfers – None

Human and Quality Resources

- A. [Coordinator of Human and Quality Resources Report](#) — Natalie Fatica
- B. [Motion to discharge Corey Sadzewicz effective January 9, 2018 per Article I-Section 6-Probationary Period](#)
- C. [Motion to accept the retirement request of Aldo Jackson, his last day of work being February 2, 2018](#)
- D. [Motion to hire Jillian Staab as a part time custodian at the probationary rate of \\$15.19 effective on or after January 29, 2018.](#)
- E. [From the Chair – Motion to conduct Director's Search](#)
- F. [From the Chair - Motion to appoint Interim Director](#)
- G. [Motion to approve the Uncompensated Leave for Trish Hodas effective January 15, 2018](#)

6. Operations

- A. Administrative Reports
 - 1. [Superintendent Report](#) — Ken Berlin, Wattsburg Area School District
 - 2. [Director Report](#) — Aldo Jackson
 - 3. [Solicitor Report](#) — Timothy or Christopher Sennett

4. [Principal Report](#) — Joe Tarasovitch
 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 – Auto Tech](#)
 - D. Facility Use Requests — Profit Making Organizations (Policy 707) — none
 - E. Other Operations
- 7. Other Business**
- A. Board Action Items
 1. Food Service Financial Report – [December 2017 – The Nutrition Group](#)
 2. Discussion regarding Food Service Program
 - B. [Motion to approve the 2017-2018 Satellite Delivery Site Agreement with The Rural Regional College of Northern Pennsylvania from January 25, 2018 to August 15, 2018](#)
 - C. [Motion to approve the contract with HHS DR Architects/Engineers in the amount of \\$12,000 to perform an architectural/engineering services facility study for proposed additions and alterations to the ECTS and Skill Center](#)
- 8. 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 – [December 2017](#)
 - K. [Director’s Priorities 2017-2018](#)

L. Statement of Financial Interests - Due by May 1, 2018

M. [Statement of Financial Interests](#) – electronic version – Due by May 1, 2018

N. Next meeting: Thursday, February 22, 2018

9. Guest and Public Comment – Open to General Matters

10. Adjournment

11. FOUNDATION AGENDA