



**Joint Operating Committee  
Meeting Agenda**  
**Thursday, May 24, 2018**  
8500 Oliver Road, Erie, PA 16509

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

- 1. Executive Session**
- 2. 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, Boyd, Ring, Fox, Duda
- 2. Meeting Minutes**

Motion to accept the meeting minutes of April 26, 2018 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: April 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: **\$230,191.87**  
Invoices Payable: **\$247,938.67**  
Food Service Fund Checks and Invoices:  
Checks and Wire Transfers: None  
Invoices Payable: **\$28,060.70**

- Capital Projects Fund Checks and Invoices: none
- Invoices Payable: none
- b) Student Activity Fund Checks and Invoices: \$2,046.65
- Invoices Payable: none
- 3. VISA Procurement Card Payment: April: \$37,624.72
- 4. Treasurer's Report – April 2018
- C. Motion to approve the following annual resolutions:
  - 1. Approval of PNC Bank, PSDLAF/PNC, and ERIEBank as depositories of school funds for 2018-2019
  - 2. Motion to designate The Erie Times News as newspaper of general circulation for 2018-2019
  - 3. Motion to purchase public official bonds for the Secretary and Treasurer for the 2018-2019 school year in the amount of \$500,000 each
- D. Motion to nominate and then elect a Treasurer for a one year term beginning July 1, 2018
- E. Call for nominations and election of Treasurer
- F. Motion to close nominations for Treasurer
- G. Vote on nominations for Treasurer

### Human and Quality Resources

- A. Coordinator of Human and Quality Resources Report — Natalie Fatica
  - 1. Motion to approve 12 hours each (24 total) of AYES internship supervision for Elaine Shaffer and Sam Steever at the curriculum rate of \$35.00 per hour
  - 2. Motion to hire Andrew Sebald, Lucas Regan, Chris Parris, and Zachary Walbrecher as seasonal help at the rate of \$8.50 per hour beginning on or after May 25, 2018
  - 3. Motion to approve the hiring of the Director
  - 4. Motion to hire Kim Haupt and Nancy Makowski as part-time Student Aides at the rate of pay of \$16.01 and \$15.96 per hour, respectively, effective August 24, 2018
  - 5. Motion to hire Kelly Bennett as an Accounting and Administrative Assistant (S-2) at the rate of \$17.55 per hour effective June 1, 2018
  - 6. Motion to approve payment to the instructors listed at the current curriculum development rate of \$35.00 per hour up to a maximum of 10 hours per instructor
  - 7. Motion to employ Kayla Noonan, Cynthia Hultberg, and Eric McCray as RCTC instructors at the rate of \$25.00 or \$35.00 per hour depending on assignment

8. Motion to approve the uncompensated disability leave of absence for Bonnie Sue King beginning May 21, 2018

### Operations

- A. Administrative Reports
  1. Superintendent Report — Kenneth Berlin, Wattsburg Area School District
  2. Director Report — Joe Tarasovitch
  3. Solicitor Report — Chris or Timothy Sennett
  4. Principal Report — Dale Lewis
  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 - None
  2. Approval of Upcoming Field Trips - None
  3. Fundraising Request – None
  4. Community Service - None
- D. Facility Use Requests — Profit Making Organizations (Policy 707)
  1. Motion to approve the renewal of the lease agreement for a portion of the Regional Skill Center with Northwest Tri-County Intermediate Unit effective July 1, 2018 through June 30, 2019 for \$15,339, as presented
- E. Other Operations - none

### 7. Other Business

- A. Board Action Items
  1. Food Service Participation Report – April 2018 – The Nutrition Group
- B. Motion to approve the revised consulting contract with The Nutrition Group effective July 1, 2018 through June 30, 2019
- C. First Reading of the following policies – TBD
  1. Policy 100 – Comprehensive Planning
  2. Policy 101 – Mission Statement/Vision Statement/Shared Principles
  3. Policy 102 – Academic Standards

4. Policy 103 – [Nondiscrimination in School and Classroom Practices](#)
5. Policy 103.1 – [Nondiscrimination – Qualified Students With Disabilities](#)
6. Policy 104 – [Nondiscrimination in Employment/Contract Practices](#)
7. Policy 105 – [Curriculum](#)
8. Policy 105.1 – [Review of Instructional Materials by Parents/Guardians and Students](#)
9. Policy 105.2 – [Exemption from Instruction](#)
10. Policy 106 – [Guides for Planned Instruction](#)
11. Policy 107 – [Adoption of Planned Instruction](#)
12. Policy 108 – [Adoption of Textbooks](#)
13. Policy 109 – [Resource Materials](#)
14. Policy 110 – [Instructional Supplies](#)
15. Policy 111 – [Lesson Plans](#)
16. Policy 112 – [Guidance Counseling](#)
17. Policy 113 – [Special Education](#)
18. Policy 113.1 - [Discipline of Students with Disabilities](#)
19. Policy 113.2 – [Behavioral Support](#)
20. Policy 113.3 – [Confidentiality of Special Education Student Information](#)
21. Policy 114 – [Safety Education – DELETED](#)
22. Policy 114 – [Gifted Education](#)
23. Policy 121 – [Field Trips](#)
24. Policy 122 – [Extracurricular Activities](#)
25. Policy 125 – [Adult Education](#)
26. Policy 126 – [Class Size/Quotas](#)
27. Policy 127 – [Assessment System](#)
28. Policy 130 – [Homework](#)
29. Policy 135 – [Production and Service Work](#)
30. Policy 140.1 – [Extracurricular Participation by Charter/Cyber Charter Students](#)
31. Policy 143 – [Standards for Persistently Dangerous Schools](#)
32. Policy 144 – [Standards for Victims of Violent Crimes](#)
33. Policy 146 – [Student Services](#)

D. Second Reading of the following policies –

1. Policy 000 – Joint Operating Committee Policy/Procedure/Administrative Regulations
2. Policy 001 – Name and Classification
3. Policy 002 – Authority and Powers
4. Policy 003 - Functions
5. Policy 004 – Membership
6. Policy 005 – Organization
7. Policy 006 – Meetings
8. Policy 007 – Policy Manual Access
9. Policy 008 – Erie County Technical School Organizational Chart – DELETED
10. Policy 009 – Policy Formulation – DELETED
11. Policy 011 – Principles for Governance and Leadership

E. Motion to approve Policies 000 through 011 as presented

**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. Students of the Month – April 2018
- K. **Senior Recognition Night; Wednesday, May 30<sup>th</sup>; 7:00 p.m. at McDowell Intermediate**
- L. Next meeting: **Thursday, June 28 2018 at 6:00 p.m.**

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

**10. Adjournment**

**11. Foundation Agenda**