



**Joint Operating Committee  
Meeting Agenda  
Thursday, October 26, 2017  
8500 Oliver Road, Erie, PA 16509**

**Work Session**

**1. Erie County Vocational-Technical School Foundation Meeting**

**Regular Meeting**

6:00 p.m.

**2. 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

**3. Meeting Minutes**

- A. [Motion to accept the minutes of the September 28, 2017 meeting as presented](#)

**4. Guest and Public Comment — Items Related to the Agenda**

**5. Correspondence**

- A. [Letter re: Intent to Retire – Mark Cyphert, Metal Fabrication Instructor](#)

**6. 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: September 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: [\\$425,592.25](#)  
Invoices Payable: [\\$73,950.97](#)
    - b) Food Service Fund Checks and Invoices:  
Checks and Wire Transfers: [\\$10,343.72](#)  
Invoices Payable: [\\$13,866.75](#)
    - c) Capital Projects Fund Checks and Invoices  
Checks and Wire Transfers: none  
Invoices Payable: none
    - d) Student Activity Fund Checks:

Checks and Wire Transfers: none  
Invoices Payable: none

3. VISA Procurement Card Payment: [September - \\$53,253.90](#)
4. Treasurer's Report - [September](#)

## 7. Human and Quality Resources

- A. [Coordinator of Human and Quality Resources Report](#) — Natalie Fatica
- B. [Motion to hire Corey Sadzewicz as a part time custodian at the probationary rate of \\$15.19 per hour effective on or after October 30, 2017](#)

## 8. Operations

- A. Administrative Reports
    1. [Superintendent Report](#) — Mr. Ken Berlin, Wattsburg 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)
  - C. Field Trips and Fund Raising Requests (Policies 121, 229, 230,)
    1. Field trip request – [Health Assistant; General McLane High School; November 7, 2017](#)
    2. Field trip request – [Health Assistant and Computer Programming; Gannon University; March 16, 2018](#)
    3. Fund raising request – none
  - D. Ratification of Field Trips since last meeting
    1. Field trip request – [Transition Center; Edinboro YMCA; October 25, 2017](#)
- Facility Use Requests — Profit Making Organizations (Policy 707) - none
- E. Other Operations - none

## 9. Other Business

- A. Board Action Items –

a) Food Service Participation – September 2017

- B. Motion to accept the donation of network equipment from Ruckus Wireless, Inc.

**10. Supplemental Reports & Information**

- A. JOC Member Attendance Report
- B. AFT Report –TBD
- 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. ECTS Student of the Month - September
- L. OAC Attendance – October 2017
- M. **Next meeting: TUESDAY, December 19, 2017**

**11. Guest and Public Comment — Open to General Matters**

**12. Adjournment**

**13. Foundation agenda**