



**Joint Operating Committee
Meeting Agenda**

Thursday, May 23, 2019
8500 Oliver Road, Erie, PA 16509

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

- 1. Executive Session – Personnel and Safety**
- 2. Foundation Meeting**

Regular Meeting

1. Call to Order

An Executive Session was held on Thursday, May 23, 2019 for the purpose of personnel and safety matters

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

Wescott, Westcott, Ogden, Olesnanik, Bucksbee, Gallagher, Rickrode, DiPlacido, Boyd, Ring, Gilbert, Hallock

2. Meeting Minutes

Motion to accept the meeting minutes of April 25, 2019 as presented

3. Guest and Public Comment – Items Related to the Agenda

4. Correspondence

- A. Letter from PennDot regarding Notice of Intent to Enter
- B. Letter of intent to retire from Donna Erdman, Early Childhood Education Instructor, effective June 7, 2019

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 2019
 - a) General Fund
 - b) Capital Projects Fund

- c) [Student Activities Report](#)
 2. Checks and Invoices
 - a) General Fund Checks, Wire Transfers and Invoices:
Checks and Wire Transfers - [\\$222,507.48](#)
Invoices Payable - [\\$136,571.15](#)
 - b) Capital Projects Fund
Checks and Invoices - none
Invoices Payable - none
 - c) Student Activity Fund
Checks - [\\$2,919.35](#)
Invoices Payable - none
 3. VISA Procurement Card Payment - [April - \\$21,768.71](#)
 4. Treasurer's Report – [April 2019](#)
 5. Budget Transfers – [See attached worksheet](#)
 - C. [Motion to approve the following annual resolutions:](#)
 1. Approval of PNC Bank, PSDLAF/PNC, Northwest Savings Bank and ERIEBank as depositories of school funds for 2019-2020
 2. Motion to designate Erie Times News as newspaper of general circulation for 2019-2020
 3. Motion to purchase public official bonds for the Secretary and Treasurer for the 2019-2020 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, 2019](#)
 - E. Call for nominations and election of Treasurer
 - F. Motion to close nominations for Treasurer
 - G. Vote on nominations for Treasurer
 - H. Motion to remove Eric Duda as one of the two Operating Committee trustees to the NOREBT trust
- 6. Human and Quality Resources**
- A. [Coordinator of Human and Quality Resources Report](#) — Natalie Fatica
 1. Motion to take from the table the motion to hire Lesa Scalise as Supervisor of Student Support at the salary of \$73,000 per year

2. Motion to hire Lesa Scalise as Supervisor of Student Support at the salary of \$73,000 per year
3. Motion to approve 12 hours each (24 total hours) of AYES internship supervision for Sam Steever and Business and Industry Partnerships Coordinator (TBD) at the curriculum rate of \$35.00 per hour
4. Motion to approve payment to the instructors listed at the current curriculum development rate of \$35.00 per hour up to a maximum of 12 hours per instructor
5. Motion to hire Kim Schley as a part-time custodian at the rate of \$15.83 per hour effective on or after May 24, 2019
6. Motion to accept the retirement request of Donna Erdman with her last day of work being June 7, 2019
7. Motion to hire Robert Eggleston at Column E step 16 at the rate of \$52,249 per year effective for the 2019-2020 school year and an additional 10 days at his per diem rate in the 2019-2020 school year
8. Motion to approve up to 15 days Per Diem compensation for unused vacation by Dr. Walker

7. Operations

- A. Administrative Reports
 1. Superintendent Report — Dr. Erik Kincaid, Fairview School District
 2. Director Report — Dr. H. Fred Walker
 3. Solicitor Report — Chris or Timothy Sennett
 4. Principal Report — Joe Tarasovitch
 - a. Arthur H. Spadafor Scholarship
- 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)
- E. Other Operations - none

8. Other Business

- A. Board Action Items – No change
- B. Motion to accept the donation of a Lincoln Electric K1735-1 Multi-Weld 350 Welder from Matheson for use in the Skill Center welding lab
- C. Motion to accept the donation of the Paint Mixing Cabinet and supplies from PPG Industries for use in the Auto Body Repair lab
- D. Motion to ratify the acceptance of the donation of the Ford Future Techs vehicle for the Automotive Technologies lab
- E. Motion to approve the lease agreement with the Northwest Tri-County Intermediate Unit for the Regional Choice Initiative program at the Skill Center building effective July 1, 2019 through June 30, 2020
- F. Motion to approve the First Amended 2017-2018 Satellite Delivery Site Agreement with The Rural Regional College of Northern Pennsylvania for the extended term from August 16, 2017 through August 16, 2019
- G. Motion to approve the Director's expense report for May 2019

9. Supplemental Reports & Information

- A. Facilities Report — Del VonVolkenburg
- B. Technology Report — Jeff Smith
- C. Instructional Support Services Report — Sandra Carr and Pat Holland
- D. JOC Member Attendance Report
- E. Secondary Program Enrollment Report
- F. Transition Center & Career Alternative Education Enrollment Report
- G. Disabled Population by District
- H. Disabled Population by Program
- I. Business Contacts Report – Elaine Shaffer
- J. Work Experience Report – Elaine Shaffer
- K. Admissions Coordinator Report – Lisa Sorenson
- L. Career Planning Coordinator Report – Mary Foulkrod
- M. Students of the Month – April 2019
- N. **Senior Recognition Night; Wednesday, May 29th; 7:00 p.m.; McDowell Intermediate**

- O. Next meeting: **Thursday, June 27 2019 at 6:00 p.m.**
- 10. Guest and Public Comment – Open to General Matters**
- 11. JOC Board Remarks and Comments**
- 12. Adjournment**
- 13. Foundation Agenda**