

**W.S.C.T.C. -Joint Operating Committee Meeting**  
**Date: Monday, April 26, 2010- 6:00 P.M.**  
**Location: School Library**  
**Official Meeting will follow Work Session**

**5:30 Working Business Dinner in West Side Cafe'**

1. Call to Order, Pledge of Allegiance & Silent Prayer – Mr. John Bolin, President
2. Roll Call – **Mrs. Mitchell, Board Secretary**
3. Visitors
4. Approval of Minutes from the March 22, 2010 Regular Meeting
5. Treasurer's Reports for March 2010 (Attached)
6. Approval of Bills (Enclosed)
7. Administrative Director- **Miss Ellis** (Attached)
  - 7.1 April at West Side CTC
  - 7.2 Student Spotlight
  - 7.3 West Side CTC in the News
  - 7.4 Personnel
8. Superintendent of Record – **Mr. James McGovern**
9. Administrative Reports (Attached)
  - 9.1 Principal - **Mr. Anthony Guariglia**
  - 9.2 Business Manager - **Mr. David Williams**
  - 9.3 M.I.S. Director - **Mr. Steve Christian**
10. J.O.C. Secretary - **Mrs. Mitchell**  
Proof of Publication for Main Office Secretary and Plumbing Instructor available.
11. School Solicitor - **Attorney Charles Coslett**  
Items at the discretion of Attorney Coslett
12. Special/Additional Reports (Attached)
  - .1 Summary of Temporary Investment
  - .2 Food Service Financial Statement for March 2010
  - .3 Student Activity Fund Quarterly Report

## **EDUCATION COMMITTEE REPORT – Mr. Lanza**

### **Information Items**

- 13.1 Director of Recruiting – Mrs. Lorri Vandermark** (Attached)
- 13.2 Skills USA Presentation to the JOC**

### **Action Items**

- 13.3 Approval of Request to Attend Conference**

**MOTION: "I recommend and move that the request of Jeanne Kravitz and Gina Harrison be approved to attend the Teach Academy at the Reading Hospital on July 28 and 29, 2010, approximate cost \$1097." NOTE: Monies budgeted through staff development.**

- 13.4 Approval of 2010-2011 School Calendar**

**MOTION: "I recommend and move that the Revised 2010-2011 School Calendar be approved as presented."**

- 13.5 Approval to Commit to the United Streaming Services**

**MOTION: "I recommend and move that West Side CTC commits to the United Streaming Services for the 2010-2011 school year at a cost of 64 cents for each student."**

- 13.6 Approval to Enter Into Consortium Purchase Agreement**

**MOTION: "I recommend and move that WSCTC enter into a Consortium Purchase Agreement with LIU #18 for the software program "My Learning Plan" at a cost of approximately \$2,500.00 set-up and \$4.00 per teacher." (All of our member districts will be participating or utilizing this program.)**

- 13.7 Addition to Approved Professional Staff Substitute List**

**MOTION: "I recommend and move that the following be added to the approved Professional Staff Substitute List:  
Karen Melnick- Cosmetology" -Clearances on file  
Elizabeth Britt –Culinary Arts, upon receipt of clearances**

## **POLICY COMMITTEE REPORT – Mr. Mathers**

### **Action Items**

- 14.1 Approval of Final Reading on Administrative Absences and Delegation of Duties**

**MOTION: "I recommend and move that the final reading be approved for Policy #357 on Administrative Absences and Delegation of Duties."**

## **14.2 Approval of First Reading of Career and Technical Program Continuation and Evaluation**

**Motion: "I recommend and move that the first reading of Career and Technical Program Continuation and Evaluation –No. 134 be approved as presented."**

## **FINANCE COMMITTEE – Mr. Bigus**

### **Action Items**

#### **15.1 Authorization to Participate in Free and Reduced Meals**

**MOTION: "I recommend and move that approval be granted for West Side CTC to participate in the Free and Reduced Meals, Breakfast Program and Free Milk for the 2010-2011 school year."**

#### **15.2 Authorization to Solicit Bids for Auto Paint Booth**

**MOTION: "I recommend and move that authorization be granted to solicit bids for (1) Evolution Series (EVO) drive through, side downdraft water-based pressurized auto booth, model AR1-DS-SD-26.5L-PDT-EHC-812K-R, such bids to be due in the Administrative Director's office no later than Tuesday, May 18, 2010 at 1:30 p.m." (NOTE: Purchase will be funded through the Capital Improvement Fund.)**

#### **15.3 Authorization to Declare Obsolete Equipment**

**MOTION: "I recommend and move that administration be authorized to declare the following as obsolete equipment and further to advertise for bids for the sale of such equipment:**

**1 Binks Crossflow Paint Booth 83-2448, including heat system**

**Such Bids due in the Administrative Director's Office no later than Wednesday, May 19, 2010 at 1:30 p.m."**

#### **15.4 Approval to Purchase Computer Virus Security**

**MOTION: "I recommend and move that approval be granted for administration to purchase Computer Virus Security for a period of 48 months, from LIU#13 representing Sophos Endpoint Computer Security at a cost of \$6,510**

#### **15.5 Approval of Tentative Budget for 2010-20100 FY**

**MOTION: "I recommend and move that the JOC adopt a Tentative Budget for the 2010-2011 Fiscal Year in the amount of \$6, 348,267, that such budget be advertised and made available in the Administrative Director's Office as required by law."**

## **BUILDING & PROPERTY COMMITTEE - Mr. Kornoski**

### **Information Item**

**16.1 Supervisor of Buildings and Grounds Report (Attached)**

### **Action Items**

**16.2 Approval of Request to Utilize Facilities**

**MOTION: "I recommend and move that the request of Brian Novicki be approved to utilize the front field for Back Mountain Instructional Baseball "AA" Little League from 4/19 to 5/13, 6:00 p.m. to 7:30 p.m."**

**16.3 Authorization to Sell School Bus**

**MOTION: "I recommend and move that Administration be authorized to sell the WSCTC School Bus to Valenti Salvage for approximately \$800.00." (See Attached)**

**16.4 Approval of Request to Utilize Facilities**

**MOTION: "I recommend and move that the request of Gary Richards be approved to utilize the Auto Body Area for SATA paint clinic on May 3 for 12 hours for AM students and adult students to certify for EPA Rule 40."**

**16.5 Authorization to Purchase Cub Cadet Tractor (Information Attached)**

**MOTION: "I recommend and move that authorization be granted to purchase a Cub Cadet GT Tractor, 23 h.p. – 54" cutting deck off the state contract for \$3,941 for Hilberts in Dallas representing the lowest price."**

## **CO-CURRICULAR COMMITTEE – Mr. Farrell**

### **Information Item**

**17.1 Athletic Director's Report (To Be Available)**

### **Action Item**

**17.2 Reappointment of Coaches**

**MOTION: "I recommend and move that the following coaches and assistant coaches be (re) appointed:**

**Sally Mock – Girls Volleyball**

**Jennifer Zeller – Assistant Girls Volleyball**

**Richard Jones – Boy's Basketball**

**Al Clocker Boys JV Basketball Coach**

**Brian Strassman – Boys 9<sup>th</sup> Grade Basketball Coach**

**DISCIPLINE COMMITTEE – Mr. Marianacci**

**18.1 Monthly Discipline Report**

**EXECUTIVE COMMITTEE – Mr. Bolin**

**Action Items**

**19.1 Approval to Attend Adult Education Workshop**

**MOTION: "I recommend and move that the request of Elizabeth Ellis and Elaine Pallone be approved to attend the Adult Education Workshop sponsored by BCTE on May 11, 12 and 13, 2010 at State College, approximate cost \$600.00."**

**19.2 Approval to Attend Leadership Academy**

**MOTION: "I recommend and move that the request of Elizabeth Ellis be approved to attend the Director's Leadership Academy sponsored by Temple University on May 13-14, 2010 at the Ambler Campus of Temple University, approximate cost \$200.00.**

**Note: WSCTC will be participating on a team of workforce preparation partners.**

**19.3 Approval of Act 93 Agreements**

**MOTION: "I recommend and move that the Act 93 Agreements for the following be approved as presented:**

**Steve Christian, Director of Management Information Services**

**Michael Galaida, Food Services Supervisor**

**James Gaydos, , Data Processing Programmer**

**George Homza, Business Office Supervisor**

**Danette Mynes, Lead Computer Operator**

**Elizabeth Piperato, Computer Operator**

**John Rayeski, Supervisor of Buildings and Grounds**

**Diane Sklanka, Executive Administrative Assistant**

**NOTE: Act 93 Agreements were sent with the JOC Communication on Tuesday, April 13, 2010.**

**20. Old Business**

**21. New Business**

**22. Adjournment**

**Items proceeded with (\*) will be discussed in Executive Session**