

**W.S.C.T.C. -Joint Operating Committee Meeting**  
**Date: Thursday, May 21, 2009 - 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. Michael Pegarella, President
2. Roll Call – **Mrs. Mitchell, Board Secretary**
3. Visitors
4. Approval of Minutes from the Regular J.O.C. Meeting of April 27, 2009 (Enclosed)
5. Treasurer's Reports for April (Attached)
6. Approval of Bills (Enclosed)
7. Administrative Director- **Miss Ellis** (Attached)
  - 7.1 May at West Side CTC (attached)
  - 7.2 Personnel
8. Superintendent of Record – **Mrs. Nancy Tkatch**
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**
  - .1 Proof of Publication for 2009-2010 Budget Advertisement, Main Office Secretary, Maintenance Position and Network Security Instructor.
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 April 2009

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

### **Information Items**

- 13.1 Director of Recruiting – **Mrs. Lorri Vandermark** (Attached)
- 13.2 List of Health Related Technology Students who passed the Nurse Aide Test (Attached)

### **Action Items**

#### **13.3 Authorization to Enter LCCC Project Rise Agreement**

**MOTION: "I recommend and move that authorization be granted for West Side CTC to enter into the Project Rise Agreement with Luzerne County Community College at the sum of \$8.00 for each student attending." NOTE: No increase over last year**

#### **13.7 Approval of Professional Employee Contract**

**MOTION: "I recommend and move that the following be tendered a Professional Employee's Contract and that the Administrative Director be authorized and directed to notify such employee of this action:**

**Christine Butchko. School Nurse – Date of Hire 08/25/06 – Mrs. Butchko was at Wyoming Area for 1 year.**

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

### **Action Item**

- 14.1 Approval of Final Draft of Revised Suspension & Expulsion Policy (Attached)

**MOTION: "I recommend and move that the final draft of the suspension and expulsion policy be approved as presented."**

## **FINANCE COMMITTEE – Mr. Orlowski**

### **Action Items**

- 15.1 Authorization to Apply for Appropriate Federal and State Programs for 2009-2010 FY

**MOTION: "I recommend and move that administration be authorized to apply for any appropriate Federal and State Programs and any subsequent available funding for the 2009-2010 fiscal year."**

**15.2 Designation of WSCTC Depository for 2009-2010 FY**

**MOTION: "I recommend and move that the PA Local Government Trust (PLGIT) and PNC Bank be (re) designated as the depository of West Side Career and Technology Center for the 2009-2010 fiscal year."**

**15.3 (Re) Election of School Treasurer for 2009-2010 FY**

**MOTION: "I recommend and move that Janet R. Mitchell be re-elected as Treasurer for West Side Career and Technology Center for Fiscal Year 2009-2010. subject to ratification by the Joint Board, to serve without compensation, that administration be authorized to submit a BALLOT to the Joint Board for such ratification with a return date of June 11, 2009, and further appropriate individuals be authorized to sign a Federal Reserve Custody Agreement relative to this appointment."**

**15.4 Approval of 2008-2009 Budgetary Transfers (Attached)**

**MOTION: "I recommend and move that the Budgetary Transfers for the 2008-2009 FY be approved, further that a BALLOT be submitted to the Joint Board to ratify approval with a return date of June 11, 2009."**

**15.5 Approval to Amend the 2008-2009 Budget (Attached)**

**MOTION: "I recommend and move that approval be granted to amend the 2008-2009 FY Budget as per the attached schedule; further that a BALLOT be submitted to the Joint Board for such ratification with a return date of June 11, 2009."**

**15.6 Approval of Final Budget for the 2009-2010 FY (Information Attached)**

**MOTION: "I recommend and move that the JOC adopt a Final Budget for the 2009-2010 FY in the amount \$6,006.056, that a BALLOT be sent to the Joint Board for approval, such BALLOT to indicate a return date of June 11, 2009, and it is further noted that "Proof of Publication" of the Public Notice has been received concerning adopting of the Tentative Budget in accordance with the requirements of Section 687 of the School Code."**

**15.7 Approval of LaserVault Maintenance Agreement (Enclosed)**

**MOTION: "I recommend and move that approval be granted for the LaserVault Maintenance Agreement for a three (3) year period for a total amount of \$9,180." (There is a 20% Discount for the three year support.)**

**15.8 Approval of Global Connect Invoice (Enclosed)**

**MOTION: "I recommend and move that approval be granted to pay the Global Connect Invoice in the amount of \$900.00 (\$2.00 per student at 450 students)."**

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

### **Information Item**

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

### **Action Items**

**16.2 Authorization to Place Orders for General Supplies and Equipment (Bid Tabulation List Available)**

**MOTION: "I recommend and move that administration be authorized to place orders for items on the General Educational Supplies and Equipment Bid Tabulation List which are deemed necessary by administration."**

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

### **Information Items**

**17.1 Athletic Director's Report**

**17.2 Memo to Athletic Director from Athletic Trainer**

## **DISCIPLINE COMMITTEE – Mr. Marianacci**

**18.1 Discipline Report (Attached)**

## **EXECUTIVE COMMITTEE – Mr. Pegarella**

**Items at the pleasure of Mr. Pegarella**

**20. Old Business**

**21. New Business**

**22. Adjournment**

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