

**Erie County Technical School
Erie County AVTS Operating Committee
Work Session and Regular Meeting
Thursday, January 24, 2002**

**WORK SESSION
6:00 PM**

- I. Skill Center Building Renovations – Tour of the Building
- II. Other Business

**REGULAR MEETING
7:00 PM**

- I. Call to Order
- II. Moment of Silence
- III. Pledge of Allegiance
- IV. Roll Call
- V. Motion to accept the Minutes of the December 13, 2001 Work Session and Organization Meeting as presented.
- VI. Introduction of Guests / Public Comment
 - A. Mark Cyphert
- VII. Correspondence
- VIII. **BUSINESS – Mr. Paul Fritz**
 - A. Business Manager's Report.
 - B. Motion to approve the Student Activities Report as presented.
 - C. Motion to approve the Food Service Fund Revenue and Expenditure Report as presented.
 - D. Motion to approve the Food Service List of Invoices as presented.
 - E. Motion to approve the General Fund High School Revenue and Expenditure Reports as presented.
 - F. Motion to approve the General Fund RCTC Revenue and Expenditure Reports as presented.
 - G. Motion to approve the General Fund List of Invoices as presented.

- H. Motion to approve the Capital Reserve Fund Revenue and Expenditure Reports as presented.
- I. Motion to approve the ECTS Foundation Report as presented.
- J. Motion to approve the Foundation List of Invoices as presented.
- K. Motion to approve the Treasurer's Report as presented.
- L. Motion to approve the Budget Transfers as presented.

IX. PERSONNEL – Dr. Aldo Jackson

- A. Motion to grant regular employment status to John Tychan, a Student Assistance Aide (part-time), effective December 27, 2001 (completed 90-day probationary period).
- B. Motion to accept the letter of retirement from Mary Sceiford, Board Secretary/ Administrative Assistant, effective July 31, 2002.
- C. Motion to employ Thomas Craig as the Networking Technologies Instructor, Step 8, Column A/B, \$35,558 (prorated), with benefits as provided in the professional contract, effective January 25, 2002.
- D. Motion to employ a Mathematics Instructor.
- E. Motion to approve the addition of Dale Hanson to the teacher substitute list in the Drafting and Design lab (clearances on file).
- F. Motion to approve the Term III RCTC instructor's list as per the attached list. (Separate Attachment)

X. OPERATIONS

- A. Superintendent's Report – Mr. Wally Blucas, Superintendent of Record.
- B. Director's Report – Dr. Aldo Jackson, Director.
- C. Solicitor's Report – Mr. Timothy M. Sennett, Esq.
- D. High School Report – Mr. Neil Donovan.
- E. Facilities Manager's Report – Mr. Steven Sceiford.
- F. Technology Manager's Report – Mr. Thomas Craig.
- G. Motions
 - 1. Motion to approve the travel request from Steve Sceiford to attend the PASBO Conference, March 12-15, 2002, Hershey, PA, with the approximate cost of \$880.00.

2. Motion to approve a Buildings and Grounds Use Request with Lee Wasielewski, Wasielewski Farms, for the tillable acreage of Erie County Technical School for the purpose of planting and maintaining agricultural crops. Either party may terminate the agreement with not less than 120 days notice. A liability insurance certificate is required, per the Buildings and Grounds Use Policy, currently \$500,000.
3. Motion to approve the field trip request from Suzanne Matthews take approximately 40 Commercial Art students to the High School Art Show at Edinboro University on April 17, 2002. The students and two chaperones will travel by school bus. (Approximate cost: \$75.)
4. Motion to approve the field trip request from Suzanne Matthews to take approximately 40 students to the Erie Art Museum for a tour of visiting and permanent art collections on February 6, 2002. The students and two chaperones will travel by school bus. (Approximate cost: \$75.)
5. Motion to approve the field trip request from Joseph Salorino to take 15 Graphic Communications AM students to McCarty Printing on January 29, 2002 to observe the foil-stamping process. The students and teacher will travel by school bus. (Approximate cost: \$75.)
6. Motion to approve the field trip request from David Michalak to take two Auto Technology students to Allegheny County Community College for competition in the Pittsburgh Auto Trade Association's Annual Automotive Repair Competition on February 15, 2002. (Approximate cost: \$75 for meals and gas for the school car.)
7. Motion to declare the attached list of equipment to be unused and surplus, and to solicit bids for the sale of the equipment.

H. Items of Information

1. Enrollment by School District
2. Enrollment by Lab
3. Board Attendance Sheet (Attachment).
4. ECTS Skills USA-VICA District Competitors (Separate Attachment)
5. Quality Statement (Enclosure)
6. Open House Times News Article (Enclosure)

XI. Other Business

XII. Adjournment