

**Erie County Technical School
Erie County AVTS Operating Committee
Work Session and Regular Meeting
Thursday, October 25, 2001**

**WORK SESSION
6:00 PM**

- I. Jim Gloekler, from Gorzynski Felix and Gloeckler, Inc., - Audit Report
- II. Act 48 Plan – Neil Donovan
- III. Other Business

**REGULAR MEETING
7:00PM**

- I. Call to Order
- II. Moment of Silence
- III. Pledge of Allegiance
- IV. Roll Call
- V. Motion to accept the Minutes of the September 25, 2001 Work Session and Regular Meeting.
- VI. Introduction of Guests / Public Comment
- VII. Correspondence – Technology Plan Approval Letter (Attachment)
- 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 Reports 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 Capital Reserve List of Invoices as presented.
- J. Motion to approve the ECTS Foundation Report as presented.
- K. Motion to approve the Foundation List of Invoices as presented.
- L. Motion to approve the Treasurer's Report as presented.
- M. Motion to approve the Budgetary Transfers as presented.

IX. PERSONNEL – Dr. Aldo Jackson

- A. Motion to accept the resignation of Cheryl Nelson, part-time SAGE Coordinator, effective October 9, 2001 (attachment).
- B. Motion to approve Heather Vaydanich as a substitute teacher in the Cosmetology Lab (attachment).
- C. Motion to approve payment to Thomas Eberle for 18¼ hours at \$22.50/hour for the RCTC HVAC program curriculum development.
- D. Motion to pay Renee King \$250 for introductory computer instruction to New Choices/New Options participants, September 14, 21, 28, October 5, 12, 2001, for a total of ten hours of instruction.

X. OPERATIONS

- A. Superintendent's Report – Mr. Wally Blucas
- 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. Tom Craig
- G. Motions
 - 1. Motion to accept the June 30, 2001 auditor's reports as prepared by Gorzynski Felix and Gloekler, Inc.
 - 2. Motion to approve the Cellular One proposal for eight (8) cell phones for a monthly cost of \$215.78 under a two-year contract (attachment).
 - 3. Motion to retain the secondary school tuition rate at \$6.00 per class hour, effective for the 2001-2002 school year.
 - 4. Motion to approve the following travel requests and field trips:
 - Mary Ellen Camp – PDE In-Service for New Options/New Choices Program Directors, October 24-25, 2001, Harrisburg, PA. Cost: \$100.

- Mary Ellen Camp – Women Work! National Convention, November 7-10, 2001, Washington, DC. Cost: \$800.
- Paul Fritz – PAVA Business Manager’s Workshop, October 22-23, 2001, State College, PA. Cost: \$300.
- Sherry States – OBRA Update Workshop, November 7-8, 2001, State College, PA. Cost: \$600.

Field Trip:

- Janet Kennerknecht – Child Care Class to Lollipop U. Day Care Center in Fairview, November 9, 2001 – 25 students with 3 chaperones.
5. Motion to enter a lease with G. C. Supply Company for a utility cart for a term of three years at \$700 per year.
 6. Motion to endorse the lease schedule for the Skill Center welding laboratory as per the attached.
 7. Motion to approve the annual Skills-USA VICA candy sale. Forty thousand candy bars will be purchased from the Ralph R. Prieur Company for a total cost of \$17,600.

H. Items of Information

1. Enrollment by Lab
2. Enrollment by School District
3. Committee Member Attendance Sheet (Attachment)

XI. Other Business

XII. Adjournment