Erie County Technical School
AVTS Operating Committee
Work Session and Regular Meeting
Thursday, March 28, 2002

Work Session

The AVTS Operating Committee of the Erie County Technical School held their Work Session and Regular Meeting for the month of March on Thursday, March 28, 2002 in the Cafeteria of the Erie County Technical School. The Work Session was called to order by Mr. James Bucksbee, Chairperson, at 6:03 PM. Dr. Aldo Jackson, Director, introduced Mark Cyphert and David Yanosko, two ECTS instructors who explained the "Tech Challenge Project." The board, administration and visitors then walked down to the Auto Body Lab to see the "land yachts" that were built by three teams of students for the Tech Challenge Project.

IU Special Education
2002-2003 Budget Discussion

Dr. Jackson also discussed the proposed 2002-2003 Intermediate Unit Special Education Contract (copy filed in Minutes Book).

Executive Session

Mr. Bucksbee called an Executive Session at 6:46 PM. This session was covered by Act 84 which includes confidential issues, personnel, labor relations and real estate. This session was called to discuss labor relations. The Executive Session ended at 7:04 PM.

Call to Order

Mr. Bucksbee called the Regular Meeting to order at 7:12 PM. A moment of silence was observed followed by a group Pledge of Allegiance.

Roll Call

A roll call was taken at this time with the following Operating Committee members present:

Mr. James Bucksbee…..Gen. McLane	Mr. Lewis Dove……...Ft. LeBoeuf
Mrs. Marilyn Vargulich………Girard	Mr. James Sonney.….Harbor Creek
Mr. Thomas Loftus………….Iroquois	Mr. Thomas Kelley…....North East
Mr. Jon Barnes…………..Union City	Mrs. Charlotte Kolesar….Wattsburg

Mrs. Mary Jo Light, Mrs. Suzie Rosendahl and Dr. Joseph Cuzzola were absent.

The following administrators were present:

Dr. Aldo Jackson……………Director	Mr. Neil Donovan……...Principal
Mr. Paul Fritz….….Business Manager	Mr. Steve Sceiford..Facilities Mgr.
Mrs. Mary Sceiford…Board Secretary	Mr. Timothy Sennett……Solicitor

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Approval – Minutes - February 28, 2002

It was moved by Mr. Kelley and seconded by Mr. Dove to accept the minutes of the February 28, 2002 Work Session and Regular Meeting as presented. Motion approved with an all "ayes" vote. Mrs. Light, Mrs. Rosendahl and Dr. Cuzzola were absent.

Visitors and Guests

The following individuals and guests were present: Mark Cyphert, David Yanosko, Mike Bednar, Rosanne Gangemi, Patty Palo, (instructors), and students Ephriam Smith, Aaron Dudas and Tal Menahem.

Correspondence

The following items were included in the packet as correspondence:

1. Letter from Honorable State Representative John R. Evans, 5th Legislative District.
2. Letter from Honorable State Senator Jane Earll, 49th District.
3. Two letters from State Representative Thomas Scrimenti.
4. Two letters from Senator Robert D. Robbins.
5. Two letters from State Representative Gayle M. Wright.
6. Letter from Dr. Joseph Buzanowski, Superintendent of Iroquois School District.

BUSINESS – Mr. Paul Fritz, Business Manager

Business Manager's Report

Mr. Paul Fritz, Business Manager, presented his Business Manager's Report (copy filed in Minutes Book).

Approval - Business Motions

It was moved by Mr. Sonney and seconded by Mr. Dove to approve the following Business motions:

- Motion to approve the Student Activities Report as presented.
- Motion to approve the Food Service Fund Revenue and Expenditure Reports as presented.
- Motion to approve the Food Service List of Invoices in the amount of $4,687.23 as presented.
- Motion to approve the General Fund High School Revenue and Expenditure Reports as presented.
- Motion to approve the General Fund RCTC Revenue and Expenditure Reports as presented.
- Motion to approve the General Fund List of Invoices in the amount of $224,714.76 as presented.
- Motion to approve the Capital Reserve Fund Revenue and Expenditure Reports as presented.

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Business Motions (Continued)

- Motion to approve the ECTS Foundation Report as presented.
- Motion to approve the Treasurer's Report as presented.
- Motion to approve the Budget Transfers as presented.

(Copies of the above reports are filed in the Minutes Book.)

The above motions were approved with an all "ayes" vote. Mrs. Light, Mrs. Rosendahl and Dr. Cuzzola were absent.

PERSONNEL – Dr. Aldo Jackson, Director

Approval – Tom Craig RCTC Term IV – 15 Additional Hours

It was Mr. Dove and seconded by Mrs. Vargulich to approve Tom Craig for an additional 15 hours at $22.50 per hour for RCTC Term IV to teach Cisco Networking 4.1 and 4.2 as a combined class. Motion approved with an all "ayes" vote. Mrs. Rosendahl, Mrs. Light and Dr. Cuzzola were absent.

OPERATIONS

Superintendent's Report

Mr. Wally Blucas, Superintendent of Record, presented a verbal Superintendent's Report, which included the following: discussed the bond issue at the last Professional Advisory Council Meeting, the future of the Alternative Education program for next year, whether to vacate the Skill Center Building, and other professional development topics.

Director's Report

Dr. Aldo Jackson, Director, presented his Director's Report. He highlighted the following items: most of the districts have approved the 2002-2003 ECTS budget; vendors have been contacted for plastics technology equipment for the next school year; the ISO 9001:2000 certification process is moving forward very nicely; receipt of the automatic external defibrillator, and the RCTC Term IV started on Monday, March 18, 2002. (A copy of the Director's Report is filed in the Minutes Book.)

Solicitor's Report

Mr. Timothy M. Sennett, Esquire, presented a brief Solicitor's Report. He briefly discussed the Skill Center Building issues.

High School Report

Mr. Neil Donovan, Principal, briefly presented his High School Report (copy filed in Minutes Book). He highlighted he is participating in the PA Technology Leadership Training sponsored by the Bill and Melinda Gates Foundation; ECTS students won first, second and third place honors at the annual Erie Business Center Business Olympics; the Safety Bug returned to the ECTS for the students to drive a vehicle

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High School Report (Continued)

that simulates driving a car while under the influence of alcohol. The vehicle is a special Volkswagen Beetle. Mr. Donovan also informed the audience that Senior Awards Assembly is scheduled for Wednesday, May 22, 2002 at 7:00 PM at the McDowell Intermediate High School.

Facilities Manager's Report

Mr. Steve Sceiford, Facilities Manager, presented a brief Facilities Manager's Report (copy of his report filed in Minutes Book).

Technology Manager's Report

Mr. Tom Craig, Technology Manager, was absent due to teaching a Cisco class, but a copy of his Technology Manager's report is filed in the Minutes Book.

Approval – Field Trip Requests and Buildings and Grounds Usage Requests

It was moved by Mrs. Vargulich and seconded by Mr. Sonney to approve the following field trips and use of facilities requests:

- Motion to approve the Commercial Art Field Trip request to Buffalo, New York on April 10, 2002, with three ECTS staff and Mrs. Suzanne Matthews and 40 students to the Albright Knox Art Museum and the Darwin Martin complex. (Travel will be by a rented coach and the students will be responsible for $28 in travel expenses.)

- Motion to approve the Culinary Arts Field Trip request to the Marroitt Hotel and Valentino's Buffet on April 10, 2002, with Mr. Curtis Oakes, Mrs. Jan Grossman and Mrs. Kathy Palloto as chaperones. (Travel will be by Laidlaw Transportation at a cost of $50. The students will be responsible for the $5.50 to sample the Valentino's Buffet.)

- Motion to approve the Cosmetology Field Trip to the Marriott Hotel on April 15, 2002 for a Cosmetology Expo. (Mrs. Jan Sherman and an instructional assistant will travel with 45 AM and PM students via Laidlaw Transportation. The students will be responsible for the $25 entry fee to the Expo.)

- Motion to approve the Graphic Communications Field Trip request to Cleveland, Ohio on April 23, 2002 to the Cleveland Plain Dealer. (Mr. Joseph Salorino and Mrs. Nancy Dombrowski will chaperone the group and they will travel by rented coach.)

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Operations Motions (Continued)

- Motion to approve the use of buildings and grounds request from the Admiral Perry Dog Obedience Training Club to use the grounds behind the school on Thursday evenings from April 25 – June 27, 2002, from 6:30 – 8:00 PM for dog obedience classes (insurance liability pending).

The above motions were approved with an all "ayes" vote. Mrs. Light, Mrs. Rosendahl and Dr. Cuzzola were absent.

ITEMS OF INFORMATION

The following items were included as items of information with the board packet:

- Enrollment by School
- Enrollment by Lab
- RCTC Term III Financial Sheet
- RCTC Term IV Financial Sheet
- Board Attendance Sheet

Adjournment

It was moved by Mr. Sonney and seconded by Mrs. Vargulich to adjourn the meeting at 7:55 PM.

Respectfully Submitted,

Mary E. Sceiford, Board Secretary
AVTS Operating Committee
Erie County Technical School