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

Work Session

The AVTS Operating Committee of the Erie County Technical School held their Work Session and Regular Meeting on Thursday, February 28, 2002. The Work Session, which was held in the Eagles Nest of the Erie County Technical School, was called to order by Mr. James Bucksbee, Chairperson, at 6:00 PM. Dr. Aldo Jackson, Director, presented a PowerPoint presentation on the proposed 2002-2003 budget.

Call to Order

Mr. Bucksbee called the Regular Meeting to order at 7:16 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:

Mrs. Suzie Rosendahl…...…Fairview	Mr. Lewis Dove………..Ft. LeBoeuf
Mr. James Bucksbee…..Gen. McLane	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 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	Ms. Jennifer Gornall-Rouch..Solicitor

Approval – Minutes - January 24, 2002

It was moved by Mr. Loftus and seconded by Mr. Dove to accept the minutes of the January 24, 2002 Work Session and Regular Meeting as presented. Motion approved with an all "ayes" vote. Mrs. Light and Dr. Cuzzola were absent.

Visitors and Guests

The following guests were present: Mrs. Rosanne Gangemi, Mr. Michael Bednar, Mr. Mark Cyphert and Mr. David Michalak.

Grievance Discussion Presented

Mr. Mark Cyphert, AFT Union President, presented a grievance discussion to the Operating Committee.

Correspondence

The following letters were presented as items of correspondence:
1. Letter from Millcreek Township School District
2. Letter from the Association for Career & Technical Education (ACTE)
3. Letter from Automotive Youth Education Systems (AYES)

Copies of the above letters are filed in the Minutes Book.

BUSINESS – Mr. Paul Fritz, Business Manager

Business Manager's

Mr. Paul Fritz, Business Manager, presented his Business Manager's Report for the month of February 2002 (copy filed in Minutes Book).

Approval - Business Motions

It was moved by Mrs. Vargulich and seconded by Mr. Sonney 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 Report as presented.
- Motion to approve the Food Service List of Invoices in the amount $7,175.20 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 $501,285.44 as presented.
- Motion to approve the Capital Reserve Fund Revenue and Expenditure Reports as presented.
- Motion to approve the Capital Reserve Fund List of Invoices in the amount of $15,459.51 as presented.
- Motion to approve the ECTS Foundation Report as presented.
- Motion to approve the Foundation List of Invoices in the amount of $39.54 as presented.
- Motion to approve the Treasurer's Report as presented.

The above motions were approved with an all "ayes" vote. Mrs. Light and Dr. Cuzzola were absent. (Copies of the above reports are filed in the Minutes Book.)

Approval - Personnel Motions

It was moved by Mrs. Rosendahl and seconded by Mr. Sonney to approve the following Personnel motions:

- Motion to pay Renee King $250 for computer instruction to the New Choices/New Options participants from February 11 – March 15, 2002.

Personnel (Continued)

- Motion to hire Terri Martin at Column A/B, Step 8, at $35,558, prorated on an hourly basis at $28.18 as a part-time professional bargaining unit member, effective January 18, 2002, as a RN clinical instructor (maximum of 250 hours).
- Motion to approve the transfer of Denise Cochran to the C-1 full-time Custodian (from the C-2 part-time Custodian position), with benefits per the Classified Contract, effective March 1, 2002.
- Motion to approve the Term IV RCTC instructors list as presented (copy filed in the Minutes Book).

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

OPERATIONS

Supt.'s Report

There was no Superintendent's Report at this time.

Director's Report

Dr. Aldo Jackson presented his Director's Report. He highlighted the following items: the governor's budget freeze regarding an equipment grant, and the Strategic Plan is at the home schools for for review by the public for 30 days (copy filed in the Minutes Book).

Solicitor's Report

Jennifer Gornall-Rouch, Solicitor, who was in attendance for Tim Sennett, had no Solicitor's Report at this time.

High School Report

Mr. Neil Donovan, Principal, presented his High School Report (copy filed in the Minutes Book). He also shared with the audience a video from the AYES (Automotive Youth Educational Systems). Mr. Donovan then introduced Mr. David Michalak, who is one of the Automotive Technologies Instructors, who has been invited for the AYES certification. He highlighted the advantages of being selected for this elite program and the benefits our students would received from participating in it.

Facilities Mgr.'s Report

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

Technology Mgr.'s Report

Mr. Tom Craig, Technology Manager, was teaching a class, but a copy of his Technology Manager's Report is filed in the Minutes Book).

Approval – Bid Award - James B. Schwab Co., Graphics Communications Equipment

It was moved by Mrs. Vargulich and seconded by Mrs. Rosendahl to award the following equipment bid to James B. Schwab Company, Erie, PA, for the purchase of the following:

(a) Digital Plate Maker System with Scanning System and Software, $36,750, and
(b) Air Feed Table Top, $5,450.

The above motion was approved with an all "ayes" vote. Mrs. Light and Dr. Cuzzola were absent.

Approval - Operations Motions

It was moved by Mrs. Rosendahl and seconded by Mrs. Vargulich to approve the following Operations motions:

- Motion to approve the use of facilities request from the German Shepherd Dog Club to use the grounds and parking lot behind the school and restrooms, Saturday, September 14, 2002, 8:30 AM – 3:00 PM, for a dog show (insurance liability pending).
- Motion to approve the use of facilities request from the McKean Little League to use the baseball field behind the school during the months of April, May and June 2002, after 5:00 PM for youth baseball (ages 5-12) (insurance liability pending).
- Motion to approve the use of facilities request from MAC Tools to use the Auto Technology Lab for a hands-on seminar for the MAC Meutor Scan Tool, April 9, 2002 from 6:00 – 10:00 PM (insurance liability pending).
- Motion to approve the use of facilities request from the Erie Power Squadron to conduct a public boating course in the cafeteria on Mondays, March 4 through April 22, 2002, 7:00 – 9:00 PM.
- Motion to approve the travel request of Aldo Jackson to the Association of Career & Technical Education's National Policy Seminar in Washington, D.C. from March 16-19, 2002. The approximate cost is $800 (including travel, registration and lodging). Travel by school car.
- Motion to approve a field trip for the AM and PM sessions of the Culinary Arts Lab to the Old Country Buffet and Maplevale Food Show, April 2, 2002. Approximate cost: $100.
- Motion to approve the trip request from Don Hofmeister to travel to Detroit, Michigan for the Panel View 32 Training Program, March 24-27, 2002, at a cost of $1,300.
- Motion to accept the 2001-2007 Strategic Plan for the Erie County Technical School as presented (separate attachment).

Operations Motions (Continued)

- Motion to decline the bequest of Robert M. Bartley to purchase the 15-acre parcel of land described in Erie County Deed Book 1516 at fair market value (separate attachment).
- Motion to accept the 1988 Mazda car donated by Kara Lea Wingerter (copy of title filed in Minutes Book).

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

Approval - CAMtech Lease - Plastics Program

It was moved by Mrs. Vargulich and seconded by Mr. Sonney to approve a rental agreement with the Center for Advanced Manufacturing (CAMtech) for the use of plastics equipment at the rate of $30.00 per hour, as scheduled, effective March 1, 2002. The "aye" votes were as follows: Mrs. Rosendahl, Mr. Bucksbee, Mrs. Vargulich, Mr. Loftus, Mrs. Kolesar, and Mr. Barnes; the "nay" votes were Mr. Dove and Mr. Kelley. The motion was approved with seven "aye" votes and two "nay" votes. Mrs. Light and Dr. Cuzzola were absent.

Approval – Bus Lease With Harbor Creek School District

It was moved by Mrs. Rosendahl and seconded by Mrs. Vargulich to approve to enter into a bus contract with Harbor Creek School District for two (2) daily round trips to and from CAMtech in Knowledge Park, at the rate of $41.60 per day, as scheduled, effective March 1, 2002. The "aye" votes were as follows: Mrs. Rosendahl, Mr. Bucksbee, Mrs. Vargulich, Mr. Loftus, Mrs. Kolesar, and Mr. Barnes; the "nay" votes were Mr. Dove and Mr. Kelley. The motion was approved with seven "aye" votes and two "nay" votes. Dr. Cuzzola and Mrs. Light were absent.

Approval – 2002-2003 Budget

It was moved by Mr. Dove and seconded by Mrs. Vargulich to approve the 2002-2003 General Fund Budget in the amount of $4,366,514 total expenditures, with the Secondary Program District Contribution in the total amount of $2,447,573 and approval to send the budget to the participating school districts for adoption (separate attachment included in the Minutes Book). Motion approved with an all "ayes" vote. Dr. Cuzzola and Mrs. Light were absent.

The following attachments were shared with the Operating Committee members:

1. Enrollment by Lab
2. Enrollment by School District
3. Board Attendance Sheet (attachment)
4. AYES Video – Neil Donovan (15 -minutes presentation at meeting)

Attachments (Continued)

5. Newspaper Article – Creating New Career Opportunities: County Tech School Sets New Goals (attachment)
6. Skills USA-VICA District Competition Placement (attachment)

Executive Session

Mr. Bucksbee called an Executive Session at 8:41 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 9:09 PM.

Adjournment

It was moved by Mr. Sonney and seconded by Mrs. Rosendahl to adjourn the meeting at 9:10 PM. Motion approved with an all "ayes" vote.

Respectfully Submitted,

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