ERIE COUNTY TECHNICAL SCHOOL
ERIE COUNTY AVTS OPERATING COMMITTEE
WORK SESSION AND REGULAR MEETING
THURSDAY, AUGUST 23, 2001

Work Session

The AVTS Operating Committee of the Erie County Technical School held their Work Session and Regular Meeting on Thursday, August 23, 2001 in the Cafeteria of the Erie County Technical School. The Work Session was called to order at 6:05 PM by Mr. Douglas Tuttle, Chairperson. Dr. Aldo Jackson, Director, distributed book covers and school calendars to the board members.

Executive Session

An Executive Session was called by Mr. Tuttle at 6:15 PM which was covered by Act 84 which includes issues of real estate, confidential issues and labor issues. This session was called to discuss the annual board evaluation for Dr. Jackson. The Executive Session ended at 6: 52 PM.

Call to Order

Mr. Tuttle called the Regular Meeting to order at 7:00 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 board members present:

Mr. Lewis Dove….....Ft. LeBoeuf	Mr. James Bucksbee…..Gen. McLane
Mrs. Marilyn Vargulich….Girard	Mrs. Suzie Rosendahl………Fairview
Mr. Thomas Loftus……..Iroquois	Mr. James Sonney…….Harbor Creek
Mr. Douglas Tuttle….North East	Mrs. Charlotte Kolesar…..Wattsburg

Dr. Cuzzola, Mrs. Light and Mr. Michel were absent.

The following administrators were present:

Dr. Aldo Jackson……......Director	Mr. Paul Fritz……Business Manager
Mr. Neil Donovan……..Principal	Mr. Steve Sceiford…...Facilities Mgr.
Mr. Tom Craig……….Tech. Mgr.	Mrs. Mary Sceiford…….Board Secty.

Also in attendance were the following individuals:

Mr. John Schultz, Mrs. Rosanne Gangemi, Ms. Angela Gangemi, Mrs. Pam Lasher, Mr. Mike Bednar, and Mr. Mark Cyphert.

Approval - Minutes - July 26, 2001

It was moved by Mrs. Vargulich and seconded by Mr. Sonney to accept the minutes of the July 26, 2001 Regular Meeting as presented. Motion approved with an all "ayes"vote. Dr. Cuzzola, Mrs. Light and Mr. Michel were absent.

Introduction of Guests - Public Comment

Mr. Mark Cyphert, Acting AFT President, addressed the Board regarding a grievance filed recently on behalf of Martha Carniewski, a Classified Employee. He deferred the discussion until the Board has had time to review the grievance.

BUSINESS – Mr. Paul Fritz

Business Mgr.'s Report

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

Approval - Business Motions

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

- Motion to approve the Student Activities Report as presented.
- Motion to approve the General Fund High School Revenue and Expenditure Report as presented
- Motion to approve the General Fund RCTC Revenue and Expenditure Report as presented.
- Motion to approve the General Fund List of Invoices in the amount of $234,126.30 as presented.
- Motion to approve the Capital Reserve Fund Revenue and Expenditure Reports as presented.
- Motion to approve the ECTS Foundation Revenue and Expenditure Reports as presented.
- Motion to approve the ECTS Foundation List of Invoices in the amount of $52,926.29 as presented.
- Motion to approve the Treasurer's Report as presented.

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

PERSONNEL – Dr. Aldo Jackson

Approval - Personnel Motions

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

- Motion to accept the resignation of Richard Thayer, Jr., as Electronics Instructor, effective August 6, 2001.
- Motion to approve the High School Substitute List for the 2001-2002 school year as presented as per the attached list (copied filed in the Minutes Book).
- Motion to employ Denise Cochran as a part-time Custodian, effective August 24, 2001, at $10.69 per hour.
- Motion to employ Lisa Sorensen as the National Skills Standards Coordinator, two (2) days per week, prorated salary of Step 9, Column C, $14,892.40 (74 days) (funded by Innovative Workforce Grant).
- Motion to approve the Regional Career & Technical Center teacher list for the first term, 2001-2002 school year, as per the attached (list filed in the Minutes Book).
- Motion to approve a contract with Alice Lyon, 474 Latonka Drive, Mercer, PA 15137 as follows:
  (1) To provide financial aid counseling and application services to RCTC students.
  (2) To provide administrative services for PHEAA compliance and reporting.
  (3) The contracted services will be provided at $22.50 per hour for ten (10) hours per month, August 1, 2001 through June 30, 2002.
- Motion to approve the addition of Mr. Frederick Dunn to the substitute teacher list in the Commercial Art Program.
- Motion to approve the addition of Mr. Robert Rhodes to the substitute teacher list in the Electronics Program and the Electrical Engineering Program.
- Motion to add Mr. Raymond Zuzuk to the substitute custodian list.
- Motion to approve Mr. Robert Rhodes as a substitute instructor in the Electronics Program at a daily rate of $225.00, until a permanent instructor is hired, effective August 27, 2001.

- Motion to approve the column advancements for the following instructors based on credits earned according to the Professional Bargaining Unit contract:
  - Stephanie Borsukoff, from Column C to Column D, Step 11, $39,449
  - Curtis Oakes, from Column A/B to Column C, Step 11, $38,431

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

OPERATIONS

Supt.'s Report

There was no Superintendent's Report at this time.

Director's Report

The Director's Report was presented by Dr. Jackson. He briefly highlighted Strategic Planning, Fire & EMS Training, Grants, the Superintendent of Record and the RCTC Fall Classes. (A copy of the Director's Report is filed in the Minutes Book).

Solicitor's Report

Mr. Timothy M. Sennett presented a brief Solicitor's Report. He received a claim form from Phenolic Consulting for a class action suit regarding foam roof covers. Mr. Sennett filed the claim on behalf of the school. The roof will be inspected by an adjuster from the insurance company.

High School Report

Mr. Neil Donovan, Principal, presented the High School Report. He reported four new teachers and one new instructional assistant as well as one more new teacher yet to be named. (A copy of the High School Report is filed in the Minutes Book).

Technology Mgr.'s Report

Mr. Tom Craig, Technology Manager, referred to his Technology Report (copy filed in the Minutes Book).

Approval - Operations Motions

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

- Motion to rescind the appointment of Dr. Douglas Allen as the Superintendent of Record of the Erie County Technical School for the 2001-2002 school year, effective July 1, 2001, at a stipend of $1,800, plus related expenses.

Operations Motions - (Continued)

- Motion to approve Mr. Walter Blucas, Superintendent of the Girard School District, as the Superintendent of Record of the Erie County Technical School, for the 2001-2002 school year, effective August 23, 2001, at a stipend of $1,800, plus related expenses.
- Motion to approve the contract with Decision Associates in the amount of $10,000 effective August 1 through December 31, 2001 to serve as the Strategic Planning Facilitator.
- Motion to approve as presented the Commonwealth of PA Department of the Auditor General Audit Report for the Years Ended June 30, 2000 and 1999 with Funding and Recommendations through March 2, 2001 (copy filed in the Minutes Book).

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

Approval – Dr. Jackson - BCLA Board

It was moved by Mrs. Rosendahl and seconded by Mr. Sonney to approve Dr. Aldo Jackson to serve as a Region 1 (Eastern Region) board member for the National Council of Local Administrators. Motion approved with an all "ayes" vote. Dr. Cuzzola, Mrs. Light. and Mr. Michel were absent.

ISO 9000:2001 Initiative

As an item of information, Dr. Jackson presented the board members with information regarding the ISO 9001:2000 Initiative *Identification of Key Processes* (copy filed in the Minutes Book).

Adjournment

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

Executive Session

Mr. Tuttle, at the request of Mr. Bucksbee, called an Executive Session at 7:55 PM, which was covered by Act 84 which includes issues of real estate, confidential issues and labor issues. This session was called to discuss personnel issue. The Executive Session ended at 8:20 PM.

Respectfully Submitted,

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