Erie County Technical School
Erie County AVTS Operating Committee
Work Session and Regular Meeting
Thursday, September 27, 2001

Work Session

The AVTS Operating Committee of the Erie County Technical School held their Work Session and Regular Meeting on Thursday, September 27, 2001 in the Cafeteria of the Erie County Technical School. Mr. Douglas Tuttle, Chairperson, called the Work Session to order at 6:00 PM.

Grievance Hearings

During the Work Session, Mark Cyphert, AFT Local President, presented two grievances (as per the attached) to the AVTS Operating Committee. Mr. Mark Wassell, Labor Attorney, was also present at the Work Session.

Executive Session

Mr. Tuttle called an Executive Session at 6:25 PM. An Executive Session is covered by Act 84, which includes issues of real estate, confidential issues and labor issues. This session was called to discuss the two grievance issues. The Executive Session ended at 7:00 PM.

Regular Meeting Call to Order

The Regular Meeting was called to order at 7:10 PM by Mr. Tuttle, Chairperson. 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	Mr. James Sonney…....Harbor Creek
Dr. Joseph Cuzzola……….Millcreek	Mr. Douglas Tuttle………North East
	Mrs. Charlotte Kolesar…..Wattsburg

Mrs. Rosendahl, Mr. Loftus, 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. Wally Blucas……Supt. of Record
Mr. Steve Sceiford….Facilities Mgr.	Mr. Tom Craig…….Technology Mgr.
Mr. Timothy Sennett….…..Solicitor	Mary Sceiford……....Board Secretary

Guests

Also in attendance were the following individuals: John Schultz, Mark Cyphert, Pam Lasher, Mike Bednar, Angela Gangemi, Rosanne Gangemi and Dave Michalak.

Correspondence - PA Travel Council Letter

A letter from Terry Singer, PA Travel Council, was the only item of correspondence. A check in the amount of $2,500 was attached to support the Training for Lodging Careers (TLC) (copy of letter filed in the Minutes Book).

Approval -- Minutes - August 23, 2001

It was moved by Mrs. Vargulich and seconded by Dr. Cuzzola to accept the minutes of the August 23, 2001 Work Session and Regular Meeting as presented. Motion approved with an all "ayes" vote. Mrs. Rosendahl, Mr. Loftus, Mrs. Light and Mr. Michel were absent.

Guests Welcomed

Mr. Tuttle welcomed the guests in attendance at the meeting.

BUSINESS – Mr. Paul Fritz

Business Mgr.'s Report

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

It was moved by Mr. Dove and seconded by Dr. Cuzzola 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 $7,392.43 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 $264,956.70 as presented.
- Motion to approve the Capital Reserve Fund Revenue and Expenditure Reports as presented.
- Motion to approve the ECTS Foundation Report as presented.
- Motion to approve the ECTS Foundation List of Invoices in the amount of $799.90 as presented.
- Motion to approve the Treasurer's Report as presented.

- Motion to joint PLGIT in order to pool funds with other governmental units for the purpose of purchasing investments (see attachment).

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

PERSONNEL – Dr. Aldo Jackson

It was moved by Mrs. Vargulich and seconded by Dr. Cuzzola to approve the following Personnel motions:

Approval – Personnel Motions

- Motion to accept the resignation of George Dickey, a Student Assistant Aide (part-time), effective September 12, 2001.
- Motion to approve Diana Noe as a substitute teacher in the Cosmetology Lab (resume attached).
- Motion to approve Nancy Dombrowski as a substitute teacher in the Health Assistant Lab and the Child Care Lab (resume attached).
- Motion to approve the employment of Dale Hanson as a substitute Custodian effective September 4, 2001 (resume attached).
- Motion to employ John Tychan as an Instructional Assistant (SAA-2 part-time), at $10.71 per hour per the Classified Bargaining Unit Agreement, effective September 28, 2001 (resume attached).
- Motion to employ Timothy Mientkiewicz as an Electronics Instructor, at a salary of $35,558, Step 8, Column A/B (prorated), with benefits as per the Master Contract Between the Erie County Technical School and the Federation of Teachers, effective October 1, 2001 (resume attached).
- Motion to approve the column advancement for Don Hofmeister, Electrical Engineering Instructor, from Column A/B, Step 13, to Column C, Step 13, $39,631, effective August 27, 2001.
- Motion to approve four additional teachers for Term I for the Regional Career & Technical Center as per the attached (Richard Blore, Thomas Eberle, Karl Fleger and Gene Smith).
- Motion to approve payment for 20 hours at $20/per hour for a total of $400.00 each to Richard Blore and Dale Will for machine set-up work done in August, 2001 (see attachment).

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

OPERATIONS

Supt. of Record Report

Mr. Wally Blucas introduced himself as the Superintendent of the Girard School and will be serving as the Superintendent of Record for the 2001-2002 school year. He also reported that he and Dr. Corder are serving on the Strategic Planning Committee. He also briefly talked about the program enrollment and the alternative education program.

Director's Report

Dr. Aldo Jackson, Director, presented his Director's Report (copy filed in Minutes Book). He briefly discussed the following items: the Strategic Planning process, ISO 9001: 2000 Certification, fire and EMS training, an equipment grant for $56,000; the welding training issue and the Tool & Die Summit.

Solicitor's Report

Mr. Timothy Sennett, Esq., presented his Solicitor's Report. He recently authored the annual auditors' letter for the Erie County Technical School.

High School Report

Mr. Neil Donovan, Principal, presented his High School Report. He spoke briefly about the employment of a new Electronics Instructor and the program and schedule for the teacher in-service day on Monday, October 1, 2001 (copy filed in Minutes Book).

Facilities Mgr. Report

Mr. Steven Sceiford, Facilities Manager, presented the Maintenance Department Report for July – September, 2001 (copy filed in Minutes Book).

Technology Manager's Report

Mr. Thomas Craig, Technology Manager, presented his Technology Department Report (copy filed in Minutes Book).

Approval – Use of Facilities Requests; ECTS Field Trips

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

- Motion to approve the use of facilities request from the Erie Kennel Club to use the grassy area behind the school to continue their dog obedience classes on Wednesday evenings, September 5 – October 10, 2001 from 6:30 – 7:30 PM (in receipt of insurance liability).

- Motion to approve the use of facilities request from Experior Assessments to use the Cosmetology Lab and Theory Room for PA State Boards of Cosmetology Testing on the following dates for the year 2002: January 14/15; February 11/12; March 11/12; April 8/9; May 6/7; June 10/11; July 8/9; August 12/13; September 14/15; October 9/10; November 4/5; December 2/3, 2002 (fee – Theory Room $10/hour; Lab - $25/hour).
- Motion to approve the use of an ECTS lab to host a Woodturning Class on Saturday and Sunday, September 29-30, 2001, from 9:00 AM – 4:00 PM each day, sponsored by the Presque Isle Woodturners Club (in receipt of insurance liability).
- Motion to approve the following field trips:
  Cosmetology – Annual Cosmetology Convention at the Niagara Falls Convention Center, Niagara Falls, NY from 5:30 AM – 7:30 PM. Fifty students will travel with five chaperones.
- Child Care – Penn State Behrend Child Care Center on Friday, November 9, 2001 (AM class only).
- Auto Tech – Bristol Motor Speedway in Pigeon Forge, TN, March 23-25, 2002, Winston Cup NASCAR Race. Approximately 40 students and four chaperones. Students will conduct fund-raising activities to offset costs for tickets, travel and lodging.
- Graphics – Times Publishing Company newspaper operations, pressroom, etc., October 11, 2001 (AM class only).
- Commercial Art – Cleveland Museum of Art, the Zoo and the Rock and Roll Hall of Fame on October 8, 2001 – (AM and PM classes with eight chaperones).
- Health Assistant – Gannon University Health Quest on October 24, 2001 (AM and PM students with three chaperones).
- Forty (40) students – Annual Technical Career Track Information Program at Edinboro University on October 18, 2001 – (AM session with two chaperones).

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

Item of Information - Technology Plan

The One-Year Technology Plan 2001-2002 was presented as an item of information (copy filed in Minutes Book).

RCTC Term I Financial Analysis

The RCTC Term I Financial Analysis was also presented as an item of information (copy filed in Minutes Book).

Executive Session

Mr. Tuttle called an Executive Session at 8:15 PM. An Executive Session is covered by Act 84, which includes issues of real estate, confidential issues and labor issues. This session was called to discuss the director's compensation. The Executive Session ended at 8:30 PM.

Approval - Wage Increase – Dr. Aldo Jackson – 2001-2002 School Year

It was moved by Mrs. Vargulich and seconded by Mr. Bucksbee to approve a 4% wage increase for Dr. Aldo Jackson, Director, for the 2001-2002 school year effective July 1, 2001. Motion approved with an all "ayes" vote. Mrs. Rosendahl, Mr. Loftus, Mrs. Light and Mr. Michel were absent.

Adjournment

It was moved by Mrs. Vargulich and seconded by Mr. Sonney to adjourn the meeting at 8:35 PM.

Respectfully Submitted,

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