

Erie County Technical School
AVTS Operating Committee
and
ECTS Foundation Board of Directors
Thursday, December 19, 2002

6:00 PM - Work Session

1. Perkins Funding (attachments)
2. Skill Center Building (attachments)
3. Land Usage--County Library (attachment)

7:00 PM – Re-organizational Meeting and Regular Meeting
Organization of Committee – 2003

1. Call to Order
2. Moment of Reflection
3. Pledge of Allegiance
4. Temporary Chairperson –Solicitor, Timothy M. Sennett, acts as Temporary Chairperson of the AVTS Operating Committee.
5. Motion to accept district appointed committee members for three year terms:
 - a. Iroquois School District – Mr. Thomas Loftus
 - b. Girard School District – Mrs. Marilyn Vargulich
 - c. Fort LeBoeuf School District- Mr. Lewis Dove
 - d. Harbor Creek School District – Mr. James Sonney
6. Roll Call
7. Call for nominations and election of Chairperson
8. Motion to close nominations for Chairperson
9. Vote on nominations for Chairperson
10. Temporary Chairperson turns gavel over to newly elected Chairperson
11. Call for nominations and election of Vice-Chairperson
12. Motion to close nominations for Vice-Chairperson
13. Vote on nominations for Vice-Chairperson
14. Motion to approve time, place and dates of Committee Meetings for 2003, (list attached).

Regular Meeting

- 1) Motion to accept the Minutes of the November 21, 2002 Work Session and Regular Meeting as presented.**
- 2) Introduction of Guests
- 3) Correspondence
- 4) Business – Paul Fritz
 - a) Report - Business Manager
 - b) **Motion to approve the following reports, payments and invoices:**
 - i) General Fund High School Revenue and Expenditure Reports, as presented.
 - ii) General Fund RCTC Revenue and Expenditure Reports, as presented.
 - iii) General Fund Checks and Invoices for approval, as presented; \$315,405.01
 - iv) Food Service Fund Revenue and Expenditure Reports, as presented
 - v) Food Service Checks and Invoices for approval, as presented; \$10,019.76
 - vi) Capital Reserve Fund Revenue and Expenditure Reports, as presented.
 - vii) Capital Reserve Fund Checks and Invoices for approval, as presented; \$1,199.85
 - viii) ECTS Foundation Report, as presented.
 - ix) ECTS Foundation Checks and Invoices for approval, as presented; \$70.00
 - x) Student Activities Report, as presented.
 - xi) Treasurer's Report, as presented.
 - c) **Motion to accept the Electrical Engineering equipment bid, with accessories added, in the amount of \$52,574.00.**
 - d) **Motion to accept the Automotive Technologies bid proposal from ATech Automotive Technologies, Inc, Walton, KY in the amount of \$37,971.50.**
- 5) Human Resources/ Personnel- Natalie Fatica
 - a) Report- Coordinator of Human and Quality Resources
 - b) **Motion to accept resignation of Julie Crouch effective December 31st, 2002.**
 - c) **Motion to employ the attached list of instructors for Term III RCTC.**
 - d) **Motion to approve the implementation of an Employee Assistance Program.**
 - e) **Motion to contract with Green Bone Inc. beginning January 17, 2003. A minimum of 100 hours to be provided at a fee of \$4500.00.**

- 6) Operations
 - a) Superintendent's Report – Dr. David Smith
 - b) Director's Report – Dr. Aldo Jackson
 - c) **Motion to approve Administrative Procedure 126—Enrollment Review as presented**
 - d) Solicitor's Report – Mr. Timothy M. Sennett
 - e) High School Report – Mr. Neil Donovan
 - f) Facilities Manager's Report – Mr. Steven Sceiford
 - g) Technology Manager's Report – Mr. Thomas Craig
- 7) Staff Travel
 - a) **Motion to allow Steve Sceiford to attend the PASBO Conference March 18-21, 2003 in Seven Springs, PA, with the approximate cost of \$880.00.**
- 8) Student travel and field trips
 - a) **Motion to approve the field trip request for Dr. McEnery to travel with four ECTS Culinary Arts students to visit the Mercyhurst College Culinary Program in January or February 2003.**
- 9) Facility Usage
 - a) **Motion to allow McKean Little League to replace our backstop as requested.**
 - b) **Motion to approve the use of facilities request from the Exporior Assessments to use the Cosmetology Lab for PA Cosmetology State Boards. Dates for the 2003 school year are listed on the attached request form.**
- 10) Other Information
 - a) Board Attendance Record
 - b) Lab enrollment report
 - c) District enrollment report
- 11) Adjournment