Meeting Minutes

Erie County Technical School
AVTS Operating Committee
And
ECTS Foundation Board of Directors
Thursday, June 26, 2003

6:00 PM – **Work Session-Executive Session**

- Graphic Communications – Mr. Joseph Salarino, Graphics instructor, presented a project produced by the Graphics lab this school year, which was the publication of the book Early History and Development of the Leboeuf Valley, written by Mr. Lewis Dove, JOC representative from Fort LeBoeuf School District. The student in charge of the project, Angela Straight, 2003 graduate from North East School District, also discussed the book. Mr. Dove gave a complimentary copy of the book to each JOC member.

- Executive Session- Mr. Bucksbee, Chairperson, called for an executive session at 6:15 pm to discuss labor negotiations and personnel matters. The executive session was concluded at 7:25 pm.

7:30 PM - **Regular Meeting**

Call to Order

Mr. Bucksbee, Chairperson, called the regular meeting to order at 7:30 pm.

- Moment of Reflection
- Pledge of Allegiance

Roll Call

Mr. Fritz, Secretary, called the roll:

Mrs. Suzie Rosendahl	Fairview	present
Mr. Lewis Dove	Fort LeBoeuf	present
Mr. James Bucksbee	General McLane	present
Mrs. Marilyn Vargulich	Girard	present
Mr. James Sonney	Harbor Creek	present
Mr. Thomas Loftus	Iroquois	present
Dr. Joseph Cuzzola	Millcreek	present
Mr. Thomas Kelley	North East	present
Mr. James Mitchell	Northwestern	present
Mr. Jon Barnes	Union City	absent
Mrs. Charlotte Kolesar	Wattsburg	present

Administrators Present

Dr. David Smith, Superintendent of Record, absent
Dr. Aldo Jackson, Director, present
Mr. Timothy Sennett, Solicitor, present
Mr. Neil Donovan, Principal, absent
Mr. Paul Fritz, Business Manager and Board Secretary, present
Ms. Natalie Fatica, Coordinator of Human and Quality Resources, present for work session until 7:10 pm

Mr. Steve Sceiford, Facilities Manager, present
Mr. Thomas Craig, Technology Manager, present

Minutes of May 22, 2003, and May 31, 2003

Motion to accept the Minutes of the May 22, 2003 Work Session and Regular Meeting, and the May 31, 2003 Special Meeting, as presented (copies filed in the official minutes book).
Moved by Mrs. Vargulich, with second by Mr. Mitchell
Approved with all "ayes" voice vote.

Introduction of Guests

Others present: Rosanne Gangemi, Mike Bednar, Dave Yanosko, David Michalak, Bob Shreve, Marchelle Eberle

Correspondence

- Secretary of Education-Vicki Phillips- commendation for the audit report issued by the Auditor General

- NATEF-certification of Painting and Refinishing in Auto Body recognized by Automotive Service Excellence (ASE).

Business

Report presented by Paul Fritz (copy filed in the official minutes book)
Motion to approve the following reports, payments and invoices.

- General Fund Revenue and Expenditure Reports, as presented (pgs 1-6).
- General Fund Checks and Invoices, as presented (pgs 7-23); $342,218.31
- Food Service Fund Revenue and Expenditure Reports, as presented (pgs 24-25)
- Food Service Checks and Invoices, as presented (pgs 26-28); $ 4,881.85
- Capital Reserve Fund Revenue and Expenditure Reports, as presented (pgs 29-30)
- Capital Reserve Fund Checks and Invoices, as presented (pg 31); $ 8,974.55
- ECTS Foundation Report, as presented (pgs 32-33)
- ECTS Foundation Checks and Invoices, as presented (pg 34); $ 3,348.00
- Student Activities Report, as presented (pg 35)
- Treasurer's Report, as presented.
- General Fund budget transfers, as presented.
  (Copies of all reports, payments, and invoice listings are filed in the official minutes book).

Moved by Dr. Cuzzola, with second by Mr. Mitchell
Approved with all "ayes" voice vote.

Human and Quality Resources

Report – Natalie Fatica, presented by Dr. Jackson

Renee King-RCTC

Motion to pay Renee King $400.00 for computer instruction to New Choices/New Options participants. Instruction dates included March 21, 28, April 4, 11, May 2, 9, 16, and 23, and

Judith Troyer-resignation

Motion to accept the resignation of Judith Troyer, RCTC cosmetology instructor, effective June 13, 2003, and

Jennifer Dunmire-resignation

Motion to accept the resignation of Jennifer Dunmire, math instructor, effective August 17, 2003, and

Dave Yanosko-Curriculum Development

Motion to approve Dave Yanosko, Construction Trades Instructor for 25 hours at $25.00 per hour ($625.00 total) for curriculum development to be completed by June 30, 2003.

Moved by Mrs. Vargulich, with second by Mrs. Rosendahl
Approved with all "ayes" voice vote.

Administrative salaries for 2003-2004

Motion to approve Administrative salaries for 2003-2004, as presented.
(Copy filed in the official minutes book)
Moved by Mr. Sonney, with second by Dr. Cuzzola
Approved with all "ayes" voice vote.

Superintendent of Record for 2003-2004

Motion to appoint Dr. David Smith as Superintendent of Record for 2003-2004, at a stipend of $1,800.
Moved by Mr. Dove, with second by Mrs. Rosendahl
Approved with all "ayes" voice vote.

- Director's Report – Dr. Aldo Jackson (Copy of report filed in official minutes book).

Terminate RCTC cosmetology

Motion to terminate RCTC adult full-time cosmetology program as of June 30, 2003.
Moved by Mr. Mitchell, with second by Mr. Loftus
Approved with all "ayes" voice vote.

- Solicitor's Report – Mr. Timothy M. Sennett –discussion of North Coast lease

North Coast School lease agreement

Motion to approve the lease agreement with Millcreek Township School District for Skill Center building space to house North Coast School.
(Copy filed in official minutes book)
Moved by Mr. Dove, with second by Mrs. Rosendahl
Approved with all "ayes" voice vote.
Abstention by Dr. Cuzzola, as representative of Millcreek Township School District

- High School Report – Mr. Neil Donovan (Copy filed in official minutes book)

- Facilities Manager's Report – Mr. Steven Sceiford (Copy filed in official minutes book)

Surplus property

Motion to approve the list of personal property and supplies as surplus and available for disposition.
(Copy filed in official minutes book)
Moved by Dr. Cuzzola, with second by Mr. Mitchell
Approved with all "ayes" voice vote.

Tim Rocco auctioneer

Motion to approve to retain the service of Tim Rocco auctioneer for the auction of the surplus property and supplies in August 2003 at a set fee of 7% of the sale proceeds and $700.00 for the setup and promotional costs.
Moved by Dr. Cuzzola, with second by Mr. Mitchell
Approved with all "ayes" voice vote.

- Technology Manager's Report – Mr. Thomas Craig (Copy filed in official minutes book)

Staff Travel

PAVA Summer Conference

Motion to approve administrators Aldo Jackson, Neil Donovan and Natalie Fatica to attend the PAVA Summer Conference at State College July 23, 24, 25, 2003.
Moved by Mr. Dove, with second by Mrs. Rosendahl
Approved with all "ayes" voice vote.

AYES training-Detroit

Motion to approve David Michalak to travel to Detroit, Michigan on July 20-25, 2003 to participate in the annual AYES training for the Auto Tech. Program.
Moved by Mr. Kelley, with second by Mr. Mitchell
Approved with all "ayes" voice vote.

Student travel

No requests this month

Facility Use

No requests this month

Other Business

July meeting date change-July 31, 2003

Motion to change the July meeting date to July 31, 2003, work session at 6:00 pm and regular meeting at 7:00 pm.
Moved by Mrs. Vargulich, with second by Mr. Mitchell
Approved with all "ayes" voice vote.

Other Information

- Board Attendance Record
- Enrollment report—by district
- Enrollment report—by lab
- Health Assistant—Medical Terminology Exam
  (Copies filed in the official minutes book)

Resolution in support of vocational technical education

Resolution in support of secondary vocational technical schools, as presented
(Copy filed in official minutes book)
Moved by Mr. Kelley, with second by Mr. Loftus
Approved with all "ayes" voice vote.

Adjournment

Mr. Bucksbee adjourned the meeting at 8:30 pm.

Minutes prepared by,

Paul D. Fritz, Secretary
Erie County Technical School Operating Committee
Erie County Technical School Foundation