Meeting Minutes

Erie County Technical School
AVTS Operating Committee
And
ECTS Foundation Board of Directors
Thursday, May 22, 2003

6:00 PM – **Work Session**

- Quality Objectives
  Dr. Aldo Jackson presented the Quality Objectives chart as developed through ISO.
  (Copy filed in the official minutes book)
- Leadership and Management Survey
  Dr. Aldo Jackson presented the Leadership and Management Survey and the results chart.
  (Copy of each filed in the official minutes book).

- North Coast School
  Dr. David Smith discussed a proposal to lease Skill Center Building space to Millcreek Township School District to operate North Coast School under a one-year commitment. The space will be on the second floor and North Coast will pay an amount that reimburses ECTS for additional costs incurred in operating the building. All districts are eligible and are encouraged to utilize North Coast as a regional resource. A committee of administrators and board members will negotiate the terms of the lease with Millcreek Township School District.
  (Copy of 'talking points" filed in official minutes book).

- What does good CTE look like
  Dr. Aldo Jackson presented "What does good Career and Technical look like and are we doing it?" A committee of instructors and staff has examined the topics presented and have created action plans.
  (Copy filed in official minutes book).

7:05 PM - **Regular Meeting**

Call to Order

Mr. Bucksbee, Chairperson, called the regular meeting to order at 7:05 pm
- Moment of Reflection
- Pledge of Allegiance

Roll Call

Mr. Paul Fritz, Secretary, called the roll:

Mrs. Suzie Rosendahl	Fairview	absent
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	absent
Mr. Jon Barnes	Union City	present
Mrs. Charlotte Kolesar	Wattsburg	present

Administrators Present

Dr. David Smith, Superintendent of Record, present
Dr. Aldo Jackson, Director, present
Mr. Timothy Sennett, Solicitor, present
Mr. Neil Donovan, Principal, present
Mr. Paul Fritz, Business Manager and Board Secretary, present
Ms. Natalie Fatica, Coordinator of Human and Quality Resources, present
Mr. Steve Sceiford, Facilities Manager, present
Mr. Thomas Craig, Technology Manager, present

Minutes of April 24, 2003

Motion to accept the Minutes of the April 24, 2003 Work Session and Regular Meeting as presented.
Moved by Mrs. Vargulich, with second by Dr. Cuzzola
Approved with all "ayes" voice vote.

Introduction of Guests

Others present:
Rosanne Gangemi, Mike Bednar, Rich Blore.
Dale Will introduced members of the Tool and Die craft committee and distributed copies of that committee's minutes (copy filed in official minutes book)
Jeff Rzepka, Nick Cooling and Bruce Valentine each made comments regarding the Tool and Die program, curriculum, and changing skills required by the industry.
Robert Shreve made comments regarding the Networking program.
Dave Yanosko made comments regarding the North Coast School lease proposal.
Dave Michalak, AFT local President, made comments in support of retaining the Networking and Plastics teaching positions as full-time.

Correspondence

- Millcreek Township School District-North Coast School
- North Coast Sports Association, Inc.
- Millcreek Township School District-J.S. Wilson Middle School
  (Copies of all letters are filed in the official minutes book)

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 7-21); $296,696.53
- Food Service Fund Revenue and Expenditure Reports, as presented (pgs 22-23)
- Food Service Checks and Invoices, as presented (pgs 24-26); $5,520.19
- Capital Reserve Fund Revenue and Expenditure Reports, as presented (pgs 27-28)
- Capital Reserve Fund Checks and Invoices, as presented (pgs 29-30); $ 63,201.50
- ECTS Foundation Report, as presented (pgs 31-32)
- ECTS Foundation Checks and Invoices, as presented (pg 33-34); $2,650.00
- Student Activities Report, as presented (pg 35)
- Treasurer's Report, 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. Sonney
Approved with all "ayes" voice vote.

North Coast School lease

Motion of intent to lease Skill Center Building space to Millcreek Township School District to house North Coast School, at a cost to be negotiated, effective June 1, 2003.
(Lease will be prepared by Mr. Sennett-to be approved at the June meeting).
Moved by Mr. Dove, with second by Dr. Cuzzola.
Approved with all "ayes" voice vote.

Dr. David Smith left the meeting.

Depositories 2003-04

Motion to approve PNC Bank and PSDLAF/PNC and PLGIT as depositories of school funds for 2003-2004.
Moved by Mrs. Vargulich, with second by Mr. Sonney
Approved with all "ayes" voice vote.

Erie Times News

Motion to designate Erie Times News as newspaper of general circulation for 2003-2004.
Moved by Mr. Kelley, with second by Mr. Sonney
Approved with all "ayes" voice vote.

Solicitor

Motion to appoint Knox, McLaughlin, Gornall & Sennett P.C. as solicitor for 2003-2004.
Moved by Mr. Kelley, with second by Dr. Cuzzola
Approved with all "ayes" voice vote.

Mr. Sonney, Treasurer

Mr. Bucksbee, Chairperson, asked for nominations for Treasurer for a one-year term beginning July 1, 2003.
Mr.Kelley nominated Mr. Sonney. Mr. Bucksbee, hearing no other nominations, closed the nominations.
Mr. Sonney was elected as Treasurer with all "ayes" voice vote.

Public official bonds

Motion to purchase public official bonds for the Secretary and Treasurer for school year 2003-2004 in the amount of $50,000 each.
Moved by Dr. Cuzzola, with second by Mr. Dove
Approved with all "ayes" voice vote.

Human and Quality Resources

Report presented by Natalie Fatica (Copy filed in the official minutes book).

Term V, RCTC

Motion to employ the list of instructors for Term V, RCTC.
(Copy filed in the official minutes book).
Moved by Dr. Cuzzola, with second by Mr. Kelley
Approved with all "ayes" voice vote.

Curriculum development

Motion to approve the list of faculty members for 25 hours at $25.00 per hour ($625.00 total) for curriculum development to be completed by June 30, 2003.
(Copy filed in the official minutes book).
Moved by Mrs. Vargulich, with second by Dr. Cuzzola.
Approved with all "ayes" voice vote.

Robert Shreve and Frank Paparelli

Resolved that the Operating Committee has sufficient evidence to support the recommendation of the Administration to demote Robert Shreve, Networking Instructor and Frank Paparelli, Plastics Instructor from full-time to half-time for the 2003-04 school year, subject to their right to a hearing, and further that the Secretary and President are directed to serve notice on Robert Shreve and Frank Paparelli of this fact and to advise them of their right to a hearing.
Moved by Mrs. Vargulich, with second by Mr. Dove
Approved by voice vote. Voting "yea": Dove, Bucksbee, Vargulich, Sonney, Loftus, Barnes, Kolesar. Voting "no": Cuzzola, Kelley. Absent: Rosendahl, Mitchell.

Dale Will

Resolved that the Operating Committee has sufficient evidence to support the recommendation of the Administration to suspend, "furlough", Dale Will, Tool and Die Instructor for the 2003-2004 school year, subject to his right to a Local Agency Law hearing, and further that the Director is directed to serve notice on Dale Will of the Operating Committee's intent to suspend Dale Will and to advise him of his right to a hearing.
Moved by Mrs. Vargulich, with second by Mr. Dove.
Approved with all "ayes" voice vote.

Operations

- Director's Report – Dr. Aldo Jackson (Copy of report filed in official minutes book)
- Solicitor's Report – Mr. Timothy M. Sennett –discussion of Foht easement agreement.

Easement Agreement-with bond insurance-motion failed

Motion to approve the Easement Agreement with Kenneth and Joyce Foht as requested for a 20-foot property easement along Hamot Road for the purpose of installing a private sanitary sewer line with the agreement to include a $5,000 one-year construction bond. (Agreement per attached document-revised to include 2- 1 ¼ inch pipes (Section A.2.).
(Copy filed in official minutes book).
Moved by Mr. Loftus, with second by Mr. Dove.
Mr. Bucksbee called for a roll call: Voting "yea" (4): Bucksbee, Vargulich, Loftus, Cuzzola.
Voting "no"(5): Dove, Sonney, Kelley, Barnes, Kolesar.
Motion failed.

Easement Agreement-motion approved

Motion to approve the Easement Agreement with Kenneth and Joyce Foht as requested for a 20-foot property easement along Hamot Road for the purpose of installing a private sanitary sewer line. (Agreement per attached document-revised to include 2- 1 ¼ inch pipes (Section A.2.).
(Copy filed in the official minutes book).
Moved by Mr. Loftus, with second by Mr. Dove.
Mr. Bucksbee called for a roll call: Voting "yea"(5): Bucksbee, Vargulich, Sonney, Cuzzola, Kolesar. Voting "no"(4): Dove, Loftus, Kelley, Barnes.
Motion approved.

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

Staff Travel

No requests this month

Student Travel

No requests this month

Facility Use Requests

McKean Little League

Motion to approve the use of facilities request from McKean Little League for Little League Practice & Games, May 1st through June 30th, and

Erie County Athletic Commission

Motion to approve the use of facilities request from Erie County Athletic Commission for monthly meetings, last Tuesday of each month from August 2003 through June 2004 in the Board Room.

Moved by Mr. Loftus, with second by Mr. Kelley.
Approved with all “ayes” voice vote.

Other Business

Motion to approve the 2003 ECTS Foundation Scholarship award to Angela Ohmer in the amount of $500.
Moved by Mrs. Vargulich, with second by Dr. Cuzzola.
Approved with all “ayes” voice vote.

Other Information

- Board Attendance Record
- Lab enrollment report
- District enrollment report
- Quality Objectives
- Auto Technology sample exercise
- Enrollment Report-Grade Level by Program-Lab
- Enrollment Report-Grade Level by Program-District
- Co-op Students list
  (copies of these are filed in the official minutes book)

Adjournment

Moved by Mr. Dove, with second by Mr.Sonney to adjourn the meeting at 8:25 pm.

Minutes prepared by,

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