MEETING MINUTES

Erie County Technical School
AVTS Operating Committee
And
ECTS Foundation Board of Directors
Thursday, April 24, 2003

6:00 PM - **Work Session**

- Tech Challenge- Dale Will, ECTS instructor presented this year's project and described the student team involvement and competition in creating self-propelled bowling balls. Brian Van Hoozer, Millcreek student, demonstrated one team's bowling ball.

- Skill Center Building-proposed use. Dr. Jackson presented information regarding lease payments and financing costs associated with leasing Skill Center building space to the Intermediate Unit.
  - Proposed Schedule of Payments- IU 5
  - Amortization Table-IU Office Space
    - (copies filed in official minutes book)

- 2003-2004 General Fund Budget-proposed. Dr. Jackson discussed the budget, which is the same as was tabled at the March meeting. This budget includes a 2% increase in district contributions over 2002-03. Much discussion ensued regarding the projected increase in contributions that will be required for the following year, 2004-2005. Also discussed was the projected enrollment for 2003-04, particularly the three programs with low enrollments; Tool and Die, Networking, and Plastics. The board and administration recognized the possible need to reduce staff in order to meet the lower numbers of students in these programs.
  - Budget Summary and Projections Spreadsheet (copies filed in official minutes book)
  - Enrollment report for 2003-2004 (Copies filed in the official minutes book)

7:55 PM - **Regular Meeting**

Call to Order

Mr. Bucksbee, Chairperson, called the regular meeting to order at 7:55 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	absent

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	present
Mrs. Charlotte Kolesar	Wattsburg	present

Administrators Present

Dr. David Smith, Superintendent of Record, present
Dr. Aldo Jackson, Director, present
Mr. Mark Wassell, 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 March 27, 2003

Motion to accept the Minutes of the March 27, 2003 Work Session and Regular Meeting as presented.
Moved by Mr. Kelley, with second by Mrs. Vargulich
Approved with all "ayes" voice vote.

Introduction of Guests

Others present:
Robert Shreve, ECTS instructor, made comments regarding Networking class size.
Also present: Rosanne Gangemi, Dale Will, Dave Yanosko, Frank Paparelli, Ken States, Sherry States, and Charlie Lytle.

Correspondence

No correspondence for this meeting.

Business

Report presented by Paul Fritz (copy filed in the official minutes book).

Motion to approve the following reports, payments and invoices, and budget transfers:

- General Fund Revenue and Expenditure Reports, as presented (pgs 1-6).
- General Fund Checks and Invoices, as presented (pgs 7-20); $342,097.92
- Food Service Fund Revenue and Expenditure Reports, as presented (pgs 21-22)
- Food Service Checks and Invoices, as presented (pgs 23-24); $4,796.38
- Capital Reserve Fund Revenue and Expenditure Reports, as presented (pgs 25-26)
- Capital Reserve Fund Checks and Invoices, as presented; $ None
- ECTS Foundation Report, as presented (pg 27)
- ECTS Foundation Checks and Invoices, as presented (pg 29); $ 282.48
- Student Activities Report, as presented (pg 30)
- Treasurer's Report, as presented.
- General Fund Budget Transfers, as presented.

(Copies of all reports, payments, invoice listings, and budget transfers are filed in the official minutes book).
Moved by Dr. Cuzzola, with second by Mr. Dove
Approved with all "ayes" voice vote.

2003-2004 General Fund Budget

2% District contribution increase

Motion to recommend the 2003-2004 General Fund Budget to the participating school districts for adoption in the amount of $4,389,041 of total expenditures with Secondary Program District Contributions in the total amount of $2,496,524.
(This motion was tabled at the March 27, 2003 meeting. This budget includes a 2% increase in district contributions over 2002-2003.)
Moved by Dr. Cuzzola, with second by Mr. Dove
Mr. Bucksbee called for a roll call vote:
Voting Yea (5 votes): Dove, Vargulich, Cuzzola, Mitchell, Kolesar
Voting No (5 votes): Rosendahl, Bucksbee, Loftus, Kelley, Barnes
Absent: Sonney
Motion failed.

3.5% District contribution increase

Motion to recommend the 2003-2004 General Fund Budget to the participating school districts for adoption that includes a 3.5% increase in district contributions over 2002-2003.
This budget includes $4,425,755 of total expenditures with Secondary Program District Contributions in the total amount of $2,533,238.
Moved by Mr. Loftus, with second by Mrs. Rosendahl
Mr. Bucksbee called for a roll call vote:
Voting Yea (6 votes): Rosendahl, Bucksbee, Loftus, Cuzzola, Mitchell, Barnes
Voting No (4 votes): Dove, Vargulich, Kelley, Kolesar
Absent: Sonney
Motion passed.

Human Resources/Quality

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

Mike Simmons

Motion to hire Mike Simmons as nurse aide clinical instructor at column C, step 13, at $40,506, pro-rated on an hourly basis as a part-time professional bargaining unit member, effective April 24, 2003, pending clearances.
Moved by Mrs. Rosendahl, with second by Mr. Kelley
Approved with all "ayes" voice vote.

Operations

- Superintendent's Report – Dr. David Smith-verbal comments regarding Professional Advisory Committee meeting discussions pertaining to possible Skill Center building tenants, Regional Choice, and City/County collaboration.
- Director's Report – Dr. Aldo Jackson (copy filed in the official minutes book).
- Solicitor's Report – Mr. Mark Wassell-no report
- High School Report – Mr. Neil Donovan (copy filed in the 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 for this meeting

Student Travel

Motion to approve the local field trips for late April and the Month of May 2003:

Commercial Art to the Erie Zoo

Commercial Art to the Erie Zoo for sketching
25 students participating on May 21, 2003 travel via Kruse Bussing with Mrs. Matthews and an instructional assistant, **and**

Child Care to Experience Children's Museum

Child Care to Experience Children's Museum to learn about planning a safe trip for preschoolers
AM trip- 25 students, PM trip- 20 students on April 30, 2003 via Kruse Bussing with Mrs. Kennerknecht and Mrs. Olsen-Gern, **and**

Electronics to the Signal Tech Company

Electronics to the Signal Tech Company for a facility tour
AM trip- 15 students, PM trip- 20 students on May 15, 2003 via Kruse Bussing with Mr. Mientkiewicz and an instructional assistant, **and**

Health Assistant to the Veterans Hospital

Health Assistant to the Veterans Hospital to tour the facility
PM trip-24 students on May 21, 2003 via Kruse Bussing with Mrs. States and an instructional assistant, and

Auto Tech to Ford/AAA Automotive Competition

Mr. Michalak will travel to the Ford/AAA Automotive Competition in Harrisburg, Pa on Friday and Saturday, May 2nd and 3rd, 2003. With the exception of the expense of travel via the school car, all expenses are paid by Ford/AAA, **and**

Electronics and Electrical Engineering to the General Electric Plant

Mr. Mientkiewicz and Mr. Hofmeister's Electronics and Electrical Engineering students will travel to the General Electric Plant in Erie on May 8, 2003 to tour the Locomotive plant. Approximately 45 AM and 50 PM students will participate with both teachers and an instructional assistant as chaperones. Students will travel via Kruse Bussing Co.
Moved by Dr. Cuzzola, with second by Mr. Mitchell
Approved with all "ayes" voice vote.

Motion to approve the regional and out-of-state field trips for late April and the Month of May, 2003:

Tool and Die to travel to Columbus, Ohio

Tool and Die to travel to Columbus, Ohio to the Machining Expo as sponsored by American Turned Products (a local company)
All day trip for select seniors based on grades and attendance approximately 15 students will travel by coach. Transport and meals provided by ATP. Mr. Blore and an instructional assistant will accompany on May 6, 2003**, and**

Networking Technologies to travel to Peabody High School

Networking Technologies to travel to Peabody High School in Pittsburgh to compete in a CISCO networking competition.
All day trip for seniors that have completed the CISCO curriculum. Five students will travel by school car with Mr. Shreve. On Saturday, May 10, 2003.
Moved by Mrs. Vargulich, with second by Mr. Barnes
Approved with all "ayes" voice vote.

Facility Use Requests

Thermal "G" R/C Model Club

Motion to approve the use of facilities request from Thermal "G" R/C Model Club for Saturday, August 9, 2003 10:00-4:00PM pending Proof of Liability Insurance, **and**

Erie Kennel Club

Motion to approve the use of facilities request from Erie Kennel Club for May 5th, 14th, 28th, June 4th, 11th, 25th, July 2nd, 9th 7:00-8:30PM pending Proof of Liability Insurance, **and**

French Creek Council, BSA

Motion to approve the use of facilities request from French Creek Council, BSA for April 24th, May 22nd, July 24th, and August 28th pending Proof of Liability Insurance.
Moved by Mr. Mitchell, with second by Mrs. Rosendahl
Approved with all "ayes" voice vote.

Other Business

Executive Session- Student expulsion

Mr. Bucksbee called for an Executive Session, at 8:30 pm to discuss a student expulsion recommendation.

Mr. Bucksbee called the regular meeting back to order at 8:40 pm.

Motion to expel "Student A" for the remainder of the 2002-03 school year, pursuant to Policy Number 233, Suspension and Expulsion, and according to the stipulations contained in the adjudication report of April 7, 2003.
(copy filed in the official minutes book).
Moved by Mr. Kelley, with second by Mr. Mitchell
Mr. Bucksbee called for a roll call vote
Voting Yea (10 votes): Rosendahl, Dove, Bucksbee, Vargulich, Loftus, Cuzzola, Kelley, Mitchell, Barnes, Kolesar
Absent: Sonney.
Motion passed unanimously.

Other Information

- Board Attendance Record
- Lab enrollment report
- District enrollment report
- Co-op Students
- Enrollment Report-Student #'s
- Enrollment Report-Quota share
- Enrollment Review Guideline 126

Adjournment

Moved by Dr. Cuzzola, with second by Mr. Mitchell to adjourn the meeting at 8.45 pm.

Minutes prepared by,

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