

MEETING MINUTES

**Erie County Technical School
AVTS Operating Committee
And
ECTS Foundation Board of Directors
Thursday, February 27, 2003**

6:00 PM - Work Session

- Elaine Shaffer, Student Services Coordinator, and Brian Van Hoozer, Millcreek student made brief remarks regarding the trip with three ECTS students to Harrisburg for Career and Technical Education Week.

Executive Session

- Mr. Bucksbee called for an Executive Session of the Board at 6:15 pm to discuss- labor negotiations. The executive session ended at 6:45 pm.

Reports

- Report - Business Manager, presented by Paul Fritz (copy filed in the official minutes book).
- Report- Coordinator of Human and Quality Resources, presented by Natalie Fatica (copy filed in the official minutes book).

7:00 PM - Regular Meeting

Call to Order

Mr. Bucksbee, Chairperson, called the meeting to order at 7:00 pm

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

- Moment of Reflection
- Pledge of Allegiance

Minutes of January 23, 2003

Motion to accept the Minutes of the January 23, 2003 Work Session and Regular Meeting as presented.

Moved by Mr. Kelley, with second by Mr. Barnes

Approved with all “ayes” voice vote.

Introduction of Guests

Others present:

David Michalak read a letter to the Operating Committee from Local 1589 regarding possible merger of area vocational technical programs.

Sherry States made comments regarding the clinical portion of the Health Assistant program.

Also present: Rosanne Gangemi, Nancy Dombrowski, Mike Bednar, Robert Shreve, David Yanosko, Bridgit Moriarity, Dawn Gray.

Correspondence

- Letter- Erie County Public Library
- Letter- American Culinary Federation
- Letter- AFT Local 1589-negotiations
- Letter- AFT Local 1589-County/City collaboration
- Letter- Rick Santorum, United States Senate- letters to board members
(Copies of each filed in the official minutes book)

Business

Presented by Paul Fritz

Reports, payments and invoices

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

- General Fund High School Revenue and Expenditure Reports, as presented.
- General Fund RCTC Revenue and Expenditure Reports, as presented.
- General Fund Checks and Invoices for approval, as presented; \$465,900.12
- Food Service Fund Revenue and Expenditure Reports, as presented
- Food Service Checks and Invoices for approval, as presented; \$6,844.21
- Capital Reserve Fund Revenue and Expenditure Reports, as presented.
- Capital Reserve Fund Checks and Invoices for approval, as presented; \$845.90
- ECTS Foundation Report, as presented.
- ECTS Foundation Checks and Invoices for approval, as presented; \$550.00
- Student Activities Report, as presented.
- Treasurer's Report, as presented.
- General Fund Budget transfers, as presented
(Copies of all reports, payments and invoice listings, and budget transfers are filed in the official minutes book)

Moved by Dr. Cuzzola, with second by Mr. Barnes

Approved with all “ayes” voice vote.

Human Resources/ Personnel

Presented by Natalie Fatica

Term III RCTC instructors

Motion to employ the attached list of instructors for Term III RCTC, and

Renee King-computer instruction

Motion to pay Renee King \$200.00 for computer instruction to New Choices/New Options participants: January 24, 31, February 7, 14, and

Greg Beksell substitute secretary

Motion to hire Greg Beksell as a substitute for the Maintenance and Technology Secretary, and

Tracy Massello-RCTC instructor

Motion to approve Tracy Massello for 26 hours at \$22.50 per hour (total of \$585) to complete the Industrial Electricity class for Term III.

Moved by Dr. Cuzzola, with second by Mr. Kelley

Approved with all "ayes" voice vote.

Operations

- Superintendent's Report – Dr. David Smith-verbal comments regarding City/County collaboration discussions. Also comments urging support of local businesses that cooperatively train ECTS students.
- Director's Report – Dr. Aldo Jackson (copy filed in the official minutes book)
- Dr. Jackson discussed the nurse aide clinical training component of the Health Assistant program particularly that an instructor cannot be found after extensive search efforts coordinated by Natalie Fatica. Mr. Bucksbee proposed that this training be conducted in the summer, if necessary.

Dr. Cuzzola left the meeting at 7:30 pm.

- Solicitor's Report – Mr. Timothy M. Sennett-presented correspondence from Rod Paige, US Department of Education, regarding prayer in public schools (copy filed in the official minutes book).
- High School Report – Mr. Neil Donovan, (copy filed in the official minutes book).
- Facilities Manager's Report – Mr. Steven Sceiford, (copy filed in the official minutes book).
- Technology Manager's Report – Mr. Thomas Craig, (copy filed in the official minutes book).

Staff Travel

Mary Ellen Camp- Washington, DC

Motion to approve travel request of Mary Ellen Camp to attend Women Work! National Conference in Washington, DC from March 26 through 29, 2003. Approximate cost \$800.

Moved by Mr. Kelley, with second by Mrs. Vargulich.

Approved with all "ayes" voice vote.

Student Travel

Mrs. Palo-MIHS Career Fair

Motion to approve the field trip request of Mrs. Palo to visit the MIHS Career Fair on March 12, 2003, and

Commercial Art- Erie Art Museum

Motion to approve the field trip request of Mrs. Matthew's Commercial Art students to the Erie Art Museum on March 5, 2003, and

Cosmetology-Erie Marriott Hotel

Motion to approve the field trip request of Mrs. Sherman and her Cosmetology students to the Erie Marriott Hotel for the annual Cosmetology show on Monday, April 7th, and

Cosmetology-Beauty Expo-Pittsburgh

Motion to approve the field trip request of Mrs. Sherman and her Cosmetology students to attend the Beauty Expo in Pittsburgh on April 6, 2003, and

Auto body-Lord Corp

Motion to approve the field trip request of Mr. Balsiger to Lord Corp. on March 17, 2003.

Facility Use Requests

No requests

Other Business

Mr. Bucksbee asked for board members to volunteer to serve on the Vocational Scholarship Committee. Mr. Dove enthusiastically volunteered to serve.

Other Information

- Board Attendance Record
- Lab enrollment report
- District enrollment report
- Co-op Students
- RCTC Term III Financial Analysis
- Vocational Training News- Carl B. Perkins Act
- VICA competitors
(Copies of each filed in the official minutes book)

Adjournment

Moved by Mr. Kelley, with second by Mrs. Vargulich to adjourn the meeting at 8:00 pm.
Approved with an all "ayes" voice vote.

Minutes prepared by,

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