

MEETING MINUTES

**Erie County Technical School
AVTS Operating Committee
And
ECTS Foundation Board of Directors
Thursday, January 23, 2003**

6:00 PM - Work Session

- Paul Fritz, Business Manager, presented a brief summary of the projected budget for 2003-2004 including the potential need for a substantial contribution increase from the member districts.
- Dr. Aldo Jackson, Director, presented information regarding possible collaboration plans with Erie City and Erie County school districts to deliver technical education.

7:00 PM - Regular Meeting **Call to Order**

Mr. Bucksbee called the meeting to order at 7:20 pm.

- Moment of Reflection
- Pledge of Allegiance

Roll Call

Mr. Paul 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	present
• Mrs. Charlotte Kolesar	Wattsburg	absent

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, absent

Minutes of the December 19, 2002

Motion to accept the Minutes of the December 19, 2002 Work Session and Regular Meeting as presented.

Moved by Mr. Dove, with second by Mr. Mitchell

Approved with all "ayes" voice vote.

Introduction of Guests

Others present:

Rosanne Gangemi-made comments supporting the request from Joan Sonnenberg for continuation of paid benefits while on leave of absence;

David Yanosko-made comments regarding the collaboration between Erie City and Erie County school districts;

Also, Robert Shreve, Pamela Lasher, Don Hofmeister, Mike Bednar, Linda Harpst, Marchelle Eberle, and Nancy Dombrowski.

Correspondence

- Letter-Erie County Library
 - Letter-Agnes Cermak intent to retire
 - Letter-Helen Rock intent to retire
 - Letter-Janice Sherman intent to retire
- (Copies of each filed in the official minutes book)

Business

Presented by Paul Fritz

Report - Business Manager (A copy is filed in the official minutes book).

Reports, payments and invoices

Motion to approve the following reports, payments and invoices:

- 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; \$325,702.92
- Food Service Fund Revenue and Expenditure Reports, as presented
- Food Service Checks and Invoices for approval, as presented; \$4,375.85
- Capital Reserve Fund Revenue and Expenditure Reports, as presented.
- Capital Reserve Fund Checks and Invoices for approval, as presented; \$4,833.19
- ECTS Foundation Report, as presented.
- ECTS Foundation Checks and Invoices for approval, as presented; \$ (None)
- Student Activities Report, as presented.
- Treasurer's Report, as presented.

(Copies of all reports, payments and invoice listings are filed in official minutes book).

Moved by Mrs. Rosendahl, with second by Mr. Mitchell.

Approved with all "ayes" voice vote.

Electrical Engineering equipment bid

Motion to accept the Electrical Engineering equipment bid proposal from Advanced Training Systems, Inc., Pittsburgh, PA for the amount of \$53,119.00.

(Copy of bid proposal is filed in official minutes book).

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

Approved with all "ayes" voice vote.

Human Resources/ Personnel

Presented by Natalie Fatica

Report- Coordinator of Human and Quality Resources (A copy is filed in the official minutes book).

Joan Sonnenberg a disability leave

Motion to grant Joan Sonnenberg a disability leave of absence without pay in accordance with the Classified Unit contract Article V- Section 6- Leaves.

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

Approved with all "ayes" voice vote.

Accounting and Administrative Assistant job description

Motion to approve the Accounting and Administrative Assistant job description, and

Valerie Burek - substitute teacher

Motion to add Ms. Valerie Burek to the substitute teacher list beginning January 24, 2003 at the approved substitute rate, and

Robert Craft-Pennsylvania Hospitality Foundation

Motion to endorse Robert Craft's membership to the Pennsylvania Hospitality Foundation, and

Judith Troyer - RCTC Cosmetology Instructor

Motion to employ Judith Troyer as RCTC Cosmetology Instructor, at the salary of \$38,000 per year, effective January 27, 2003.

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 City/County collaboration and lease of the Skill Center building.
- Director's Report – Dr. Aldo Jackson, (Copy filed in the official minutes book).
- Solicitor's Report – Mr. Timothy M. Sennett-distributed a request from Kenneth Foht for sewer easement with a recommendation to be made at a later meeting. (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

Neil Donovan, Aldo Jackson - PAVA Symposium

Motion to approve the travel request of Neil Donovan and Aldo Jackson to attend the PAVA Symposium on February 19-20 in Hershey, Pennsylvania.

Moved by Dr. Cuzzola, with second by Mrs. Rosendahl.

Approved with all "ayes" voice vote.

Student Travel

Cisco Networking

Motion to approve the field trip requests of Mr. Robert Shreve to take AM Computer Networking students to local businesses that utilize Cisco Networking equipment: February 6, 2003 Lord Corp; February 27, 2003 Hamot Hospital; and March 11, 2003 Verizon Central Phone Office, and

Erie Times News

Motion to approve the field trip request of Mr. Salorino and an Instructional Assistant to take the AM Graphics class to the Erie Times News building on February 20, 2003, and

State Capitol Building

Motion to approve the field trip request of Mrs. Shaffer to take three students to the State Capitol Building on February 10th through the 12th, 2003 for CTE week, and

Ford AAA competition

Motion to approve the field trip request of Mr. Michalak and Mr. Brockman for their students to travel to Meadville to compete in the annual Ford AAA competition on February 13, 2003, and

General Electric

Motion to approve a Field Trip for the Metal Fabrication Class to General Electric, February 18, 2003 at a cost of \$85.00 for the bus to ECTS.

Moved by Dr. Cuzzola, with second by Mrs. Rosendahl.

Approved with all "ayes" voice vote.

Facility Use Requests

German Shepherd Dog Club

Motion to approve the use of facilities request from the German Shepherd Dog Club for Saturday, September 13, 2003 pending Proof of Liability Insurance and Date verification, and

Motion to approve the use of facilities request from the German Shepherd Dog Club of Northwestern PA Inc. to use grounds behind the school and parking area for obedience training classes for dogs, May through September 2003, Tuesdays from 6:30 pm to 9:00 pm, and

Erie Power Squadron

Motion to approve the use of the facilities, by the Erie Power Squadron for Monday nights 6:30-9:00PM on 3/3, 3/10, 3/17, 3/24, 3/31, 4/14, 4/28, 5/5, 2003 pending Proof of Liability Insurance.

Moved by Mr. Mitchell, with second by Mr. Dove.

Approved with all "ayes" voice vote.

Other Information

- Board Attendance Record
- Lab enrollment report
- District enrollment report
- Co-op Students
- SPE-newsletter-Plastics Technology students, p.6
- Manufacturer's Association-ISO registration article
- PSBA-School Director recognition certificate
- PSBA-School Directors Achieve- calendar

Adjournment

Moved by Mr. Mitchell, with second by Mr. Kelley to adjourn the meeting at 8:10 pm.

Approved with all “ayes” voice vote.

Minutes prepared by,

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