

**ERIE COUNTY TECHNICAL SCHOOL**

**PROPOSED AGENDA ITEM**

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**DATE:** April 22, 2004

**SUBJECT:** Angelica Towne, Disability leave

**CATEGORY:**   **Operations:**        **Policy:**        **Information:**        **Personnel:** X

**INITIATED BY:** Natalie Fatica, Coordinator of Human and Quality Resources

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**DESCRIPTION:**

Angelica Towne, custodian C-1, has requested a disability leave of absence without pay. She will have exhausted her vacation, sick, and personal days as well as her FMLA leave. The leave would begin on May 7<sup>th</sup>, 2004. At this time Angelica is unable to estimate a possible return date. (see attachments, Angelica's request)

**RECOMMENDATION:**

Motion to grant Angelica Towne a disability leave of absence without pay in accordance with the contract Article V- Section 6- Leaves.

*April 8, 2004*

*Joint Operating Committee*

*Erie County Technical School  
8500 Oliver RD  
Erie, PA 16509*

***RE: Article V Section 6 E Disability Leave***

Dear Operating Committee:

*I am asking to be put on the agenda for April 29 2004 Board Meeting regarding, Article V Section 6 E Disability Leave. Attached is the form from the Board Policy Section 535.3 and 7. Also attached is the certification with the needed information from the Contents of Physician's Certification.*

*Please note I have two vacation days to absorb before being approved for this leave. Natalie can go ahead with what she needs to do in order for those days to be utilized.*

*Respectfully yours,*

A handwritten signature in cursive script that reads "Angelica Towne".

*Angelica Towne*

April 23, 2004

Angelica Towne  
3511 West 43<sup>rd</sup> Street  
Erie, PA 16506

Dear Mrs. Towne,

The Erie County Technical School Operating Committee approved your request for disability leave at its regular meeting on April 22, 2004. The leave, as requested, will begin May 7, 2004 without pay and in accordance with the Classified Unit bargaining unit contract, Article V- Section 6-Leaves.

Sincerely,

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

Cc: Natalie Fatica, Coordinator of Human and Quality Resources  
Board minutes