

Meeting Minutes

**Erie County Technical School
AVTS Operating Committee
And
ECTS Foundation Board of Directors
Thursday, December 18, 2003**

6:00 PM – Work Session

- Mr. Neil Donovan, Principal, presented two sections of the updated Safe Schools Plan: (1) Crisis Management, and (2) Security Issues Guidelines.
(Copy filed in the official minutes book)
- Mr. Frank Bova, Superintendent of Wattsburg Area School District gave a presentation on regional collaboration for career & technical education and asked the JOC members to consider a plan for Erie city and county technical schools opening seats in their programs to each other, on a space-available basis. JOC representatives should be seeking an endorsement of the idea from their respective boards even though specific details have yet to be worked out. Mr. Bova is asking each home school board to support the concept. Mr. Bova serves on the Civic Coordinating Committee (C-cubed), which is a group of community leaders that is recommending the collaboration as part of their multi-goaled vision. A resolution supporting the plan will be placed on the January 2004 JOC meeting agenda.
(Copy of *Momentum*, October 2003 edition, is filed in the official minutes book).

Operations-reports

- Superintendent's Report – Dr. David Smith
Dr. Smith verbally commented that there is progress in identifying course offerings and locations for the regional choice plan.
- Director's Report – Dr. Aldo Jackson (Copy filed in the official minutes book)
- High School Report – Mr. Neil Donovan (Copy filed in the official minutes book)
- RCTC Report – Mrs. Mary Ellen Camp (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. Jerry Baker (Copy filed in the official minutes book)

7:25 PM – Re-organizational Meeting

Solicitor, Jennifer Gornall-Rouch acted as Temporary Chairperson of the AVTS Operating Committee.

Call to Order

Solicitor, Gornall-Rouch called the meeting to order at 7:25 pm.

- Moment of Reflection
- Pledge of Allegiance

District appointed committee members

Motion to accept district appointed committee members:

- Fort LeBoeuf School District – John Ogden - 2 year term
- General McLane School District – James Bucksbee - 3 year term
- Millcreek Township School District- Alice Niebauer - 1 year term
- Northwestern School District – James Mitchell - 3 year term
- Union City Area School District – Nancy Cole - 3 year term
- Wattsburg Area School District- Eric Duda - 3 year term
- North East School District- David Rodgers – 1 year term
 - o Solicitor’s Note: pending North East Board of Directors’ appointment at their 12/18/03 meeting (tonight)

Moved by Mr. Duda, with second by Mr. Ogden.

With no further discussion, the motion approved with an all “ayes” voice vote.

Roll Call

Mr. Fritz, Secretary, called the roll:

Mrs. Suzie Rosendahl	Fairview	present	
Mr. John Ogden	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	
Mrs. Alice Niebauer	Millcreek	present	
Mr. David Rodgers	North East	present	
Mr. James Mitchell	Northwestern		absent
Mrs. Nancy Cole	Union City		absent
Mr. Eric Duda	Wattsburg	present	

Administrators

Dr. David Smith, Superintendent of Record	present
Dr. Aldo Jackson, Director	present
Mrs. Jennifer Gornall-Rouch, 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. Jerry Baker, Information and Technology Manager	present

Mrs. Mary Ellen Camp, RCTC Manager
Mr. Steve Sceiford, Facilities Manager

present
present

Chairperson election-Mr. Bucksbee

Mrs. Vargulich nominated Mr. Bucksbee to be chairperson for 2004.
Mr. Ogden seconded the nomination for chairperson.

Mr. Ogden moved to close the nominations for chairperson.
Mrs. Rosendahl seconded the motion to close nominations.

Mr. Bucksbee is elected with an all “ayes” voice vote. Mr. Bucksbee abstained from voting.

Solicitor Gornall-Rouch, Temporary Chairperson, turned gavel over to Mr. Bucksbee, Chairperson.

Vice-chairperson election- Mrs. Rosendahl

Mr. Loftus nominated Mrs. Rosendahl to be vice-chairperson for 2004.

Mr. Ogden moved to close the nominations for chairperson.
Mr. Sonney seconded the motion to close nominations

Mrs. Rosendahl is elected with an all “ayes” voice vote.

Committee Meetings for 2004

Motion to schedule Committee Meetings for 2004 on the fourth Thursday of each month, except the second Tuesday of November and December with work sessions at 6:00pm and regular meetings at 7:00pm at Erie County Technical School.

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

The Committee discussed many other possible dates for meetings so as not to interfere with home school district meetings. A consensus could not be readily reached.

Mr. Bucksbee, chairperson, tabled this motion for voting action later in the meeting.

Regular Meeting

Minutes of November 20, 2003

Motion to accept the Minutes of the November 20, 2003 Work Session and Regular Meeting, as presented.

Moved by Mrs. Vargulich, with second by Mrs. Rosendahl.

With no discussion, motion approved with all "ayes" voice vote.

(Original minutes filed in the official minutes book).

Guests and Comments

Mr. Bucksbee acknowledged visitors in attendance. Others present: Rosanne Gangemi

Correspondence

Letter- Presidential Correspondence re: Carl B. Perkins funding

(Copy of letter filed in the official minutes book)

Business

Report presented by Paul Fritz, Business Manager (Copy filed in the official minutes book)

Motion to approve the following reports, payments and invoices.

- General Fund Revenue and Expenditure Reports, as presented
- General Fund Checks and Invoices, as presented \$449,876.41
- Food Service Fund Revenue and Expenditure Reports, as presented
- Food Service Checks and Invoices, as presented; \$10,023.35
- Capital Reserve Fund Revenue and Expenditure Reports, as presented
- Capital Reserve Fund Checks and Invoices, as presented; \$1,627.82
- ECTS Foundation Report, as presented
- ECTS Foundation Checks and Invoices, as presented; none
- Student Activities Report, as presented
- Treasurer's Report, as presented.
- Budget Transfers, as presented

Moved by Mr. Sonney, with second by Mr. Loftus.

With no discussion, motion approved with all "ayes" voice vote.

Human and Quality Resources

Report presented by Natalie Fatica, Coordinator of Human and Quality Resources

(Copy filed in the official minutes book).

Tom Eberle-RCTC

Motion to approve Tom Eberle for four (4) hours at 22.50/hour for HVAC testing on December 20, 2003 though the RCTC program.

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

With no discussion, motion approved with all "ayes" voice vote.

Ashley King-substitute

Motion to employ Ashley King as a substitute Cosmetology instructor for the 2003-2004 school year at the rate of \$75.00 per day.

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

With no discussion, motion approved with all "ayes" voice vote.

Operations-Reports

Administrative reports were given during the work session, prior to the Regular Meeting.

- Solicitor's Report – Jennifer Gornall-Rouch
The Solicitor confirmed that a vocational technical school joint committee is required to meet during the month of December for the election of officers per the PA school code section 1850.3.

Meeting dates

Mr. Bucksbee brought back for discussion the motion regarding joint operating committee meeting dates. After much discussion;

Mr. Loftus amended his original motion, with second by Mrs. Rosendahl:

Motion to schedule Committee Meetings for 2004 on the fourth Thursday of each month, except the fourth Tuesday of November and the second Tuesday of December with work sessions at 6:00pm and regular meetings at 7:00pm at Erie County Technical School.

Thursday, **January 22**, 2004

Thursday, **February 26**, 2004

Thursday, **March 25**, 2004

Thursday, **April 22**, 2004

Thursday, **May 27**, 2004

Thursday, **June 24**, 2004

Thursday, **July 22**, 2004

Thursday, **August 26**, 2004

Thursday, **September 23**, 2004

Thursday, **October 28**, 2004

Tuesday, **November 23**, 2004

Tuesday, **December 14**, 2004

Motion approved with all "ayes" voice vote.

Staff Travel

Staff Travel – no requests this month

Student travel and activity requests

VICA competition

Motion to allow teachers and students to attend the annual VICA district competition at Butler County Technical School on January 19, 2004.

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

With no discussion, motion approved with all "ayes" voice vote.

Facility Use Requests

Millcreek Paramedic Service

Motion to approve the Use of Facilities Request from the Millcreek Paramedic Service on Friday 4/16/04 from 5:00 PM to 10:00 PM and Saturday 4/17/04 from 8:00 AM to 4:30 PM for National Paramedic Exams.

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

With no discussion, motion approved with all "ayes" voice vote.

Other Operations

School Calendar for 2004-2005

Motion to approve the School Calendar for 2004-2005 school year, as attached.

Moved by Mrs. Niebauer, with second by Mr. Duda.

Dr. Jackson explained that a committee of superintendents has recommended this calendar, and that all districts do not follow the calendar completely, but that ECTS students are expected to be in attendance regardless of their home school calendar.

Motion approved with all "ayes" voice vote.

(Copy of calendar filed in official minutes book).

Discussion- Architect

Dr. Jackson discussed the possible Skill Center building renovation project and asked that the JOC members should be seeking a concurrence from their home school boards and superintendents that a renovation is needed for vocational programs and other initiatives like RCI. Also he asked that the JOC seek a recommendation from the home school boards on an architect for the project. Two design firms are being considered and there are advantages to working with either HHSDR Architects, or Hallgren Restifo and Loop Architects. HHSDR is the architect of record at ECTS and designed the 1992 high school renovation project as well as other districts' projects. Hallgren Restifo and Loop has also worked with a number of districts on building projects. The initial cost of a feasibility study is estimated at \$5,000. Further discussion will take place at the next monthly JOC meeting in January.

Other Information

- Board Attendance Record
- Enrollment by Lab
- Enrollment by District
- Next meeting date: January 22, 2004.

Adjournment

Moved by Mr. Ogden, with second by Mrs. Rosendahl to adjourn the meeting at 8:20 pm.

Minutes prepared by,

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