

Meeting Minutes

Erie County Technical School
AVTS Operating Committee
and
ECTS Foundation Board of Directors
Thursday, February 26, 2004

6:00 PM – Work Session

Mr. Neil Donovan presented the recent SkillsUSA district competition medal winners- the students described their experiences at the district competition and included a slide show presentation.

Students at the meeting:

Jennifer Sanders, General McLane School District
Greg Keenan, Northwestern School District
Ashley Peterson, Union City Area School District
Pat Carroll, Northwestern School District

(A list of all students participating at the district competition is included in the official minutes book)

Mrs. Elaine Shaffer presented the students that traveled to Harrisburg for PA Career and Technical Education Week representing ECTS. The students gave a slide show and a description of their activities.

Students attending the meeting:

Whitney Wagner, Harbor Creek School District
Kyra Bruno, Fort LeBoeuf School District

Mr. Bucksbee convened the Committee in Executive Session for the purpose of a Classified Unit grievance hearing.

Regular Meeting

Call to Order

Mr. Bucksbee, Chairperson, called the Regular Meeting to order at 8:32 pm, following the executive session.

Roll Call-members

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	present
Mr. Eric Duda	Wattsburg	present

Administrators

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. Jerry Baker, Information and Technology Manager	present
Mrs. Mary Ellen Camp, RCTC Manager	present
Mr. Steve Sceiford, Facilities Manager	present

- Moment of Reflection
- Pledge of Allegiance

Minutes of January 22, 2004

Motion to accept the Minutes of the January 22, 2004 Work Session and Regular Meeting, as presented.

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

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

(Original minutes are filed in the official minutes book).

Guests and Comments

Mr. Bucksbee acknowledged the visitors in attendance and asked that they introduce themselves.

Others present: Dave Michalak- Instructor & AFT Local President; Rosanne Gangemi-Instructional Assistant & AFT Local Classified Unit Vice President, Charlie Lytle-Instructor & AFT Local Professional Unit Vice President; and Mike Bednar-Instructional Assistant.

Correspondence

- Letter - PASBO Re: Paul Fritz Professional Registration
- Letter - PDE- re: Career and Technical Education Week
(Copies of letters are filed in the official minutes book)

Business

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

Reports, payments and invoices

Motion to approve the following reports, payments and invoices:

- General Fund Revenue and Expenditure Reports, as presented.
- General Fund Checks and Invoices, as presented \$410,352.99
- Food Service Fund Revenue and Expenditure Reports, as presented.
- Food Service Checks and Invoices, as presented; \$8,278.17
- Capital Reserve Fund Revenue and Expenditure Reports, as presented.
- Capital Reserve Fund Checks and Invoices, as presented; \$4,632.52
- ECTS Foundation Report, as presented
- ECTS Foundation Checks and Invoices, as presented; \$465.00
- Student Activities Report, as presented.
- Treasurer's Report, as presented.
- Budget Transfers, as presented

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

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

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

Human and Quality Resources

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

(Copy filed in the official minutes book)

RCTC -Term IV

Motion to employ the attached list of instructors for RCTC -Term IV

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

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

(Copy of instructor list is filed in the official minutes book).

Operations-Reports

- Superintendent's Report—Dr. David Smith
Dr. Smith talked about the revised Regional Choice Initiative (RCI) agreement that each of the districts will be considering soon.
- Director's Report—Dr. Aldo Jackson (copy of the report is filed in the official minutes book)

Dr. Jackson added comments regarding on-going 04-05 budget planning and the various options that the superintendents will be considering at their March 5 meeting. A budget recommendation should be presented at the March JOC meeting.

Also Mr. Bucksbee asked the committee members for input into the Administration's plan to produce the monthly agenda packet in electronic format. The discussion that ensued indicated support for posting of the agenda to the ECTS website monthly and that details will be worked out in the coming months.

- Solicitor's Report—Mr. Timothy M. Sennett
Mr. Sennett commented that the RCI agreement is to be considered by the districts and he noted the positive cooperation of the superintendents in developing the agreement.
- High School Report—Mr. Neil Donovan, (copy is filed in the official minutes book).
- RCTC Report—Mrs. Mary Ellen Camp, (copy is filed in the official minutes book).
- Facilities Manager's Report—Mr. Steven Sceiford, (copy is filed in the official minutes book).
- Technology Manager's Report—Mr. Jerry Baker, (copy is filed in the official minutes book).

Staff Travel

ACTE National Policy Seminar

Motion to authorize Neil Donovan, Principal, and Tim Mientkiewicz, Electronics Instructor, to attend the ACTE National Policy Seminar in Washington, D.C. March 14-16.

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

Motion approved with all "ayes" voice vote.

Student field trips

Motion to approve student field trips, as requested:

- Glenwood Y Child Care Center on Friday, March 12, 2004; and
- Edinboro University Art Department annual High School Art Day on Wed. April 14, 2004; and
- Cosmetology Exhibition in Pittsburgh, PA on Sunday, March 21, 2004.

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

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

Facility Use Requests

Motion to approve Facility Use Requests, as presented:

Community College of Allegheny County

Community College of Allegheny County on Tuesday & Thursdays, January 27 through June 8, 2004, 6:00 p.m. to 10:00 p.m.; and

Penn State University

Penn State University, Erie County Cooperative Extension on Saturday, March 27, 2004, 7:30 a.m. to 2:00 p.m.; and

Career Alternative Education Program

Career Alternative Education Program to hold their Community Service Projects Program Saturdays from 2/7/2004 – 3/13/2004 in Building Trades classroom from 10:00 a.m. to 2:00 p.m.; and

German Shepherd Dog Club

German Shepherd Dog Club for Tuesday Nights 6:30 p.m. to 9:00 p.m. from May – September 2004; and

German Shepherd Dog Club

German Shepherd Dog Club for Saturday, September 11, 2004 from 8:30 a.m. to 3:00 p.m.; and

Erie Power Squadron

Erie Power Squadron on Mondays, March 1, 2004 through April 26, 2004, 6:30 p.m. to 9:00 p.m.

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

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

(Copies of facility requests are filed in the official minutes book)

Other Operations

Safe Schools Plan

Motion to approve the new Safe Schools Plan as presented in the December and January 2004 JOC meetings.

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

Motion approved with all “ayes” voice vote.

(Copies of Safe School Plan is filed in the official minutes book)

Donation- State Farm Insurance

Motion to accept the donation of twenty laptop computers to the Auto Body program from State Farm Insurance.

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

Motion approved with all “ayes” voice vote.

Donation-Omni Plastics

Motion to accept the donation of a Van Dorn 75 ton injection-molding machine from Omni Plastics for the Plastics program.

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

Motion approved with all “ayes” voice vote.

ECTS Foundation-NTHS

Motion to approve an expenditure of \$1,000 from the Erie County Technical School Foundation for an induction ceremony, dues and tassels for 34 National Technical Honor Society members.

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

Motion approved with all "ayes" voice vote.

**PDE-3074, Self-Certification
Cooler/freezer and for Paving repairs**

Motion to approve the submission of PDE-3074, Self-Certification application for non-reimbursable construction project for the replacement of a cooler/freezer and for paving repairs, per the attached completed forms.

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

Mr. Fritz explained that PDE requires board certification that all bidding and contract documents and procedures will be adhered to for these projects. The bids will be advertised and then awarded at the April JOC meeting.

Motion approved with all "ayes" voice vote.

Other Business

- Electronic board meetings-*Scholastic Administrator* article, (copy filed in the official minutes book). – See Director report section for discussion.

Other Information

- Board Attendance Record (Copy filed in the official minutes book)
- Enrollment Report- District (Copy filed in the official minutes book)
- Enrollment Report- Lab (Copy filed in the official minutes book)
- Co-Op students-list (Copy filed in the official minutes book)
- The Integrator – ECTS article (Copy filed in the official minutes book)
- Next meeting date: March 25, 2004, Central High School, 3325 Cherry Street, Erie, PA. 5:30 PM - tour

Adjournment

Moved by Mr. Ogden to adjourn

Mr. Bucksbee adjourned the meeting at 9:10 pm.

Minutes prepared by,

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