**Meeting Minutes**

**Erie County Technical School**
AVTS Operating Committee
And
ECTS Foundation Board of Directors
**Thursday, July 31, 2003**

6:00 PM – **Work Session-Executive Session**

- Dr. Jackson presented information from a Governor's Institute that was held at Gannon University. The workshop looked at techniques for using and analyzing data for decision-making.

- Executive Session- Mr. Bucksbee, Chairperson, called for an executive session at 6:25 pm to discuss labor negotiations and personnel issues. The executive session was concluded at 6:55 pm.

- Mary Desmone from Intermediate Unit #5 presented a proposal to use the Skill Center Building as a regional special education transition center for students with disabilities. The PA Department of Labor, Office of Vocational Rehabilitation has approved funding for the project including building renovations and upgrades. The Intermediate Unit is seeking approval for a long-term lease to occupy the Skill Center Building beginning in 2003-04. (Description of the center is included in the official minutes book)

- Executive Session-Mr. Bucksbee called for an executive session at 7:40 pm to discuss personnel and labor issues. The executive session was concluded at 7:50 pm.

7:50 PM - **Regular Meeting**

**Call to Order**

Mr. Bucksbee, Chairperson, called the regular meeting to order at 7:50 pm.

- Moment of Reflection
- Pledge of Allegiance

**Roll Call**

Mr. 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 | present |
| Mr. Jon Barnes | Union City | absent |
| (Attended the work session until 7:45 pm) | | |
| 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. Tom Craig, Technology Manager, present

**Minutes of the June 26, 2003**

Motion to accept the Minutes of the June 26, 2003 Work Session and Regular Meeting, as presented.
Moved by Mr. Kelley, with second by Mr. Sonney.
Approved with all "ayes" voice vote.

**Introduction of Guests**

Others present: Rosanne Gangemi, Angela Gangemi, Mike Bednar, Bob Shreve, Marchelle Eberle, and Dale Will. David Michalak, AFT local 1589 President, made comments and thanks regarding the administration and federation early-bird contract negotiations.

**Correspondence- none**

**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 (pgs 1-6).
- General Fund Checks and Invoices, as presented (pgs 7-21); $607,624.12
- Food Service Fund Revenue and Expenditure Reports, as presented (pgs 22-23)
- Food Service Checks and Invoices, as presented (); $ none
- Capital Reserve Fund Revenue and Expenditure Reports, as presented (pgs 24-25)
- Capital Reserve Fund Checks and Invoices, as presented (); $ none
- ECTS Foundation Report, as presented (pgs 26-27)
- ECTS Foundation Checks and Invoices, as presented (); $ none
- Student Activities Report, as presented (pg 28)
- Treasurer's Report, as presented.
- General Fund Budget Transfers – none
  (Copies of all reports, payments, and invoice listings are filed in the official minutes book).

Moved by Dr. Cuzzola, with second by Mr. Mitchell.
Approved with all "ayes" voice vote.

**Human and Quality Resources**

Report – Natalie Fatica (Copy filed in the official minutes book)

**Tentative professional contract**

Mr. Bucksbee tabled the motion to ratify the tentative professional contract with AFT Local 1589 effective July 1, 2004 through June 30, 2009.

**Valerie Burek as Pupil Services Secretary**

Motion to employ Valerie Burek as Pupil Services Secretary, S-2, at the 2003-04 rate of $13.20 per hour, under provisions of the Classified Unit contract.
Moved by Mr. Dove, with second by Mr. Mitchell.
Approved with all "ayes" voice vote.

**Resignation of Tom Craig**

Motion to accept, with regret, the resignation of Tom Craig, Manager of Information and Technology, effective August 11, 2003.
Moved by Mr. Dove, with second by Mr. Mitchell.
Approved with all "ayes" voice vote.

**Dale Will and Frank Paparelli-agreements**

Motion to accept the agreements between the Federation and Administration regarding Dale Will and Frank Paparelli.
(Copies filed in the official minutes book).
Moved by Mr. Kelley, with second by Mr. Mitchell.
Approved with all "ayes" voice vote.

**Stephanie Borsukoff- Math Coordinator**

Motion to transfer Stephanie Borsukoff to the Math Coordinator position effective August 25, 2003.
Moved by Mr. Sonney, with second by Mrs. Vargulich.
Approved with nine (9) "ayes" voice vote, one (1) "no" voice vote, Mr. Dove.

**Revised job descriptions**

Mr. Bucksbee tabled the motion to approve the revised job descriptions, as presented.

**Robert Shreve**

Motion to approve the Findings of Fact and Conclusions of Law in the matter of Robert Shreve.
(Copy filed in the official minutes book)
Moved by Mr. Mitchell, with second by Dr. Cuzzola.
Approved with all "ayes" voice vote

**Operations**

- Superintendent's Report – Dr. David Smith, brief verbal remarks regarding regional choice initiative discussions that are ongoing with the county school superintendents.
- Director's Report – Dr. Aldo Jackson (Copy filed in the official minutes book)
- Solicitor's Report – Mr. Timothy M. Sennett – no report
- 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-none for this month**

**Student travel requests- none for this month**

**Facility Use Requests- none for this month**

**Other Business**

**Donation of angle iron**

Motion to accept a donation of angle iron from Advanced Welding Technologies.
Moved by Mr. Kelley, with second by Mr. Loftus.
Approved with all “ayes” voice vote.

**Fire hydrants - surplus**

Motion to approve four (4) fire hydrants as surplus and available for disposition to Summit Township.
Moved by Mr. Kelley, with second by Mr. Loftus.
Approved with all “ayes” voice vote.

**Other Information**

- Board Attendance Record (Copy filed in the official minutes book)
- Enrollment report—by district (Copy filed in the official minutes book)
- Enrollment report—by lab (Copy filed in the official minutes book)
- August meeting date: August 28, 2003

**Adjournment**

Mr. Bucksbee adjourned the meeting at 8:22 pm.

Minutes prepared by,

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