

Erie County Technical School

Meeting Agenda

AVTS Operating Committee & ECTS Foundation Board of Directors

Thursday, April 28, 2005

Eagle's Nest Dining Area

Erie County Technical School, 8500 Oliver Road, Erie, PA 16509

6:00 PM – Work Session

1. Program Presentation: Cosmetology, Andrea Lucarotti, Instructor
2. Land Use discussion:
Property Appraisal Reports- Sammartino Appraisal Services, Inc.
 - a) Vacant Land – 10 acres – Hamot Road
 - b) Vacant Land – 20 acres – Pagan Road

7:00 PM - Regular Meeting

1. Call to Order
2. Roll Call
3. Moment of Reflection
4. Pledge of Allegiance

5. Motion to accept the Minutes of the March 24, 2005 Work Session and Regular Meeting, as presented.

6. Introduction of Guests

7. Correspondence-
 - A. Letter from Lindsey Allen- Commercial Art student

8. Business—Paul Fritz

B. Report - Business Manager

C. Motion to approve the following reports, payments and invoices:

- 1) General Fund Revenue and Expenditure Reports, as presented
- 2) Food Service Fund Revenue and Expenditure Reports, as presented
- 3) Capital Reserve Fund Revenue and Expenditure Reports, as presented
- 4) ECTS Foundation Report, as presented
- 5) Student Activities Report, as presented
- 6) General Fund Checks and Invoices, as presented \$ 294,918.16
- 7) Food Service Checks and Invoices, as presented; \$ 2,095.85
- 8) Capital Reserve Fund Checks and Invoices, as presented; \$ none
- 9) ECTS Foundation Checks and Invoices, as presented; \$ 9,057.88
- 10) VISA purchasing card payment, as presented; \$ 43,887.33

- 11) Treasurer's Report, as presented
- 12) General Fund Budget Transfers, as presented

9. Human and Quality Resources—Natalie Fatica

A. Report—Coordinator of Human and Quality Resources

- 1) **Motion to hire John Viscuso and Jason Patalon as summer help at the rate of \$8.00 per hour beginning on or after May 1, 2005.**
- 2) **Motion to hire Byron Perry as a part time C-2 custodian at the rate of \$11.60 (probationary rate) per hour beginning on or after May 2, 2005, pending clearances.**
- 3) **Motion to hire Cheryl Cross as a substitute custodian at the rate of \$8.00 per hour beginning on or after May 2, 2005 pending clearances.**
- 4) **Motion to employ the attached list of instructors for Term V- RCTC.**

10. Operations

- A. Superintendent's Report—Dr. Verel Salmon
- B. Director's Report—Dr. Aldo Jackson
- C. Solicitor's Report—Mr. Timothy M. Sennett
- D. High School Report—Mr. Ed Kuhar
- E. RCTC Report—Mrs. Mary Ellen Camp
- F. Facilities Manager's Report—Mr. Steven Sceiford
- G. Technology Manager's Report—Mr. Jerry Baker
- H. Instructional Support Services Report- Mr. Pat Holland, Mrs. Janet Kennerknecht

I. Staff Travel

- 1) **Motion to approve staff travel for Paul Fritz, Business Manager, to attend ASBO International conference October 21-24, 2005.**
- 2) **Motion to approve Joe Salorino to participate in the On Demand Conference in Philadelphia, PA on May 16th- 18th, 2005 with expenses totaling approximately \$385.00.**

J. Student Field Trips and Fundraising

- 1) **Motion to approve a field trip for two Automotive Technology students to PNC Park in Pittsburgh, Pennsylvania from May 10-11, 2005.**
- 2) **Motion to approve a field trip for Culinary Arts students to several restaurant sites on Peach Street, in Erie, May 2, 2005.**

K. Facility Use Requests

- 1) **Motion to approve the use of facilities request from Northwest Tri-County Intermediate Unit (IU5) to use the High School Office Conference room for Transitions Staffing for Erie County Schools on April 27, 2005, April 28, 2005, and May 6, 2005 from 8:30p.m.-4:00p.m.**
- 2) **Motion to approve the use of facilities request from AASP on April 21, 2005 from 7:00 p.m.-10:00 p.m. for their monthly meeting.**
- 3) **Motion to approve the use of facilities request from French Creek Council, BSA for a Roundtable meeting on May 12, 2005 and June 9, 2005 from 6:30 p.m.-10:30 p.m.**
- 4) **Motion to approve the use of facilities request from Pennsylvania State Police - Erie for Camp Cadet Meetings on April 25, 2005 and April 27, 2005 from 7:00 p.m.-9:00 p.m.**

L. Other Operations

- 1) **Motion to award the paving project bid contract to Russell Standard Corporation, Union City, PA in the amount of \$46,954.00.**
- 2) **Motion to award the partial roof replacement project bid to AW Farrell & Son, Inc. Erie, PA in the amount of \$46,295.00**
- 3) **Motion to reject all the bid proposals received for the HVAC roof top unit project.**
- 4) **Motion to approve the travel request for Jesse Redfield, Sean Temple and Aldo Jackson to attend the SkillsUSA National Leadership and Skills Conference in Kansas City, Missouri from June 20 to June 24, 2005.**
- 5) **Discussion: 2005-2006 Enrollment Review**

11. Other Business

12. Supplemental Information

- A. Board attendance report
- B. Monthly Enrollment Report
- C. Work Experience Report
- D. NRES- DACUM participants
- E. **Next meeting: May 26, 2005**

13. Adjournment