Erie County Technical School

Meeting Agenda

AVTS Operating Committee & ECTS Foundation Board of Directors

Thursday, June 23, 2005

Eagle's Nest Dining Area

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

6:00 PM – Work Session

1. John Hansen- Principal introduction

2. Leadership and Management Survey – Administrative Staff review of results

3. Executive Session – Blore/Will arbitration review -Mr. Sennett

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 May 26, 2005 Work Session and Regular Meeting, as presented.**

6. Introduction of Guests

7. Correspondence-
    A. Robert J. Boeh, GECAC, Erie PA Reentry Project

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 $ 291,472.18
        7) Food Service Checks and Invoices, as presented; $ 696.71
        8) Capital Reserve Fund Checks and Invoices, as presented; $ 88,662.15
        9) ECTS Foundation Checks and Invoices, as presented; $ 500.00
        10) VISA purchasing card payment, as presented; $ 30,245.82

11) Treasurer's Report, as presented

12) General Fund Budget Transfers, none

9. Human and Quality Resources—Natalie Fatica

A. Report—Coordinator of Human and Quality Resources

1) **Motion to approve professional services contracts with Karen Moody for 15 hours of interpretive services at $35.00 per hour, May 9, 11, 12, and 16 and Michelle Swain for 18 hours of interpretive services at $35.00 per hour, June 13, 14, 16, 20, and 21.**

2) **Motion to hire Deborah Ponting as a substitute custodian and seasonal help at the rate of $8.00 per hour beginning on or after June 24, 2005 pending clearances.**

3) **Motion to approve the sabbatical leave request from Paul Brenneman for the first semester of 2005-2006 school year for restoration of health as permitted by PA Public School Code.**

4) **Motion to accept the resignation of Samuel Mehler effective June 30, 2005.**

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— no report

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 -none

1) **Motion to approve David Michalak to attend the AYES Instructor Training Conference in Dearborn, Michigan on July 18-22 2005.**

J. Student Field Trips and Fundraising - none

K. Facility Use Requests - none

L. Other Operations

1) **Motion to award a purchase contract for a refrigeration training system to Advanced Technologies Consultants, Inc, Northview, MI. in the amount of $24,501.00, as specified in the bid proposal.**

2) **Motion to approve payment of a $25.00 donation to the Mc Dowell Air Force Junior ROTC program.**

3) **Motion to approve payment of a $100.00 donation to the Fantasia Singers-Northwestern High School.**

4) **Motion to approve the attached list of miscellaneous equipment and supplies as surplus and available for disposition.**

11. Other Business

12. Supplemental Information

A. Board attendance report

B. Monthly Enrollment Report

C. Work Experience Report

D. Leadership & Management Survey-results

E. **Next meeting: July 28, 2005**

13. Adjournment