Erie County Technical School
Meeting Minutes
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

- Andrea Lucarotti, Instructor, conducted a tour through the Cosmetology lab briefly describing the curriculum and equipment available for the students.

- Mr. Bucksbee presented for discussion property appraisal reports from Sammartino Appraisal Services, Inc. The unused land valuation had been requested through Mr. Sennett, ECTS Solicitor.

    - Vacant Land – 10 acres – Hamot Road (Copy filed in official minute book)
        - Summit Township had expressed interest in the 10 acre parcel for a park development.

    - Vacant Land – 20 acres – Pagan Road (Copy filed in official minute book)
        - Erie County had requested use of a 20 acre parcel for the construction of an emergency services facility. The JOC has approved a memorandum of understanding to proceed with developing a lease or purchase agreement (January 2005 JOC meeting minutes).

    - Mr. Sennett will contact Summit Township and Erie County to continue dialogue and negotiations for their use of the parcels at a fair market value lease or purchase.

7:00 PM - Regular Meeting
Call to Order

Roll Call

Paul Fritz, Secretary, called the roll:

Committee members:

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	Absent
Mrs. Alice Niebauer	Millcreek	Present
Mr. David Rodgers	North East	Present
Mr. James Mitchell	Northwestern	Present
Ms. Loretta Jackson	Union City	Present
Mr. Eric Duda	Wattsburg	Present

Administrators:

Dr. Verel Salmon, Acting Superintendent of Record	Present
Dr. Aldo Jackson, Director	Present
Mr. Timothy Sennett, Solicitor	Present
Mr. Ed Kuhar, Acting 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
Mrs. Janet Kennerknecht, Supervisor of Student Services	Present
Mr. Patrick Holland, Supervisor of Student Services	Present

Moment of Reflection

Pledge of Allegiance

Minutes of March 24, 2005

Motion to accept the Minutes of the March 24, 2005 Work Session and Regular Meeting, as presented.
Moved by Mr. Mitchell, with second by Mrs. Niebauer.

With no further discussion, the motion is approved with an all "ayes" voice vote.

Guests and Comments

Guests present: Rosanne Gangemi, David Michalak, Mike Bednar, and Elaine Shaffer-no comments

Correspondence

- Letter from Lindsey Allen- Commercial Art student thank you regarding trip to NYC

Business

Report presented by Paul Fritz, Business Manager (Copy filed with the official minutes).

Financial Reports, Payments and Invoices

Motion to approve the following reports, payments and invoices:
- General Fund Revenue and Expenditure Reports, as presented
- Food Service Fund Revenue and Expenditure Reports, as presented
- Capital Reserve Fund Revenue and Expenditure Reports, as presented
- ECTS Foundation Report, as presented
- Student Activities Report, as presented
- General Fund Checks and Invoices, as presented $ 294,918.16
- Food Service Checks and Invoices, as presented; $ 2,095.85
- Capital Reserve Fund Checks and Invoices, as presented; $ none
- ECTS Foundation Checks and Invoices, as presented; $ 9,057.88

- VISA purchasing card payment, as presented; $ 43,887.33
- Treasurer's Report, as presented
- General Fund Budget Transfers, as presented

Moved by Mr. Sonney, with second by Mr. Duda.
With no further discussion, the motion is approved with an all "ayes" voice vote.
(Copies of all reports, payments, and check lists are filed with the official minutes).

Human and Quality Resources

Report presented by Natalie Fatica, Coordinator of Human and Quality Resources.
(Copy of report filed with the official minutes)

John Viscuso and Jason Patalon-seasonal help

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, and

Myron Perry - part time C-2

Motion to hire Myron 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, and

Cheryl Cross - substitute custodian

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, and

Term V- RCTC

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

Moved by Mrs. Rosendahl, with second by Mr. Ogden.
With no further discussion, the motions are approved with an all "ayes" voice vote

Operations

- Superintendent's Report—
    - Dr. Verel Salmon reported: the superintendents expect RCI to continue at the Skill Center Building next year; enrollments for 05-06 will be reviewed at their next meeting; a possible trip to Zibo, China could be considered for June 2006; curriculum development for a NRES program is proceeding well.
- Director's Report—Dr. Aldo Jackson (Copy of report is filed with the official minutes)
- Solicitor's Report—Mr. Timothy M. Sennett
- High School Report—Mr. Ed Kuhar (Copy of report is filed with the official minutes)
- RCTC Report—Mrs. Mary Ellen Camp (Copy of report is filed with the official minutes)
- Facilities Manager's Report—Mr. Steven Sceiford (Copy of report is filed with the official minutes)
- Technology Manager's Report—Mr. Jerry Baker (Copy of report is filed with the official minutes)

- Instructional Support Services Report- Mr. Pat Holland, Mrs. Janet Kennerknecht (Copy of report is filed with the official minutes)

<u>Staff Travel</u>

Paul Fritz, Business Manager, -ASBO

Motion to approve staff travel for Paul Fritz, Business Manager, to attend ASBO International conference October 21-24, 2005, <u>and</u>

Joe Salorino - On Demand Conference

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.

Moved by Mrs. Vargulich, with second by Mr. Sonney.
With no further discussion, the motions are approved with an all "ayes" voice vote

<u>Student Field Trips and Fundraising</u>

Automotive Technology students to PNC Park

Motion to approve a field trip for two Automotive Technology students to PNC Park in Pittsburgh, Pennsylvania from May 10-11, 2005, <u>and</u>

Culinary Arts students to several restaurant sites

Motion to approve a field trip for Culinary Arts students to several restaurant sites on Peach Street, in Erie, May 2, 2005.

Moved by Mr. Sonney, with second by Mr. Ogden.
With no further discussion, the motions are approved with an all "ayes" voice vote.

Facility Use Requests

Northwest Tri-County Intermediate Unit (IU5)

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, <u>and</u>

AASP

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, <u>and</u>

French Creek Council, BSA

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., and

Pennsylvania State Police – Erie

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.

Moved by Mr. Duda, with second by Mr. Sonney.
With no further discussion, the motions are approved with an all "ayes" voice vote.

Other Operations

Paving project - Russell Standard Corporation

Motion to award the paving project bid contract to Russell Standard Corporation, Union City, PA in the amount of $46,954.00, and

Roof replacement project bid to AW Farrell & Son, Inc

Motion to award the partial roof replacement project bid to AW Farrell & Son, Inc. Erie, PA in the amount of $46,295.00, and

Reject all the bid proposals - HVAC project

Motion to reject all the bid proposals received for the HVAC roof top unit project, and

SkillsUSA National Leadership and Skills Conference

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.

Moved by Mrs. Rosendahl, with second by Mrs. Niebauer.
With no further discussion, the motions are approved with an all "ayes" voice vote.

Discussion: 2005-2006 Enrollment Review

Dr. Jackson presented the Application and Admissions Program Report for 2005-2006 (Copy filed in the official minute book). The report contains the numbers of students that are currently enrolled in each of the programs areas for next year. The superintendents will review the data and have program recommendations for the JOC after their next meeting in May.

Other Business-none

Supplemental Information

- Board attendance report
- Monthly Enrollment Report
- Work Experience Report

- NRES- DACUM participants

(Copies filed with the official minutes)

- Next meeting: May 26, 2005

Adjournment

Mr. Bucksbee, Chairperson, adjourned the meeting at 8:12 pm.

Executive Session

Mr. Bucksbee, Chairperson, called an executive session of the committee to discuss confidential personnel matters including classified unit contract negotiations.

Minutes prepared by,

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