

**ERIE COUNTY TECHNICAL SCHOOL**

**PROPOSED AGENDA ITEM**

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**DATE:** September 23, 2004

**SUBJECT:** Substitute Secretary

**CATEGORY:** Operations:      Policy:      Information:      Personnel: **X**

**INITIATED BY:** Natalie Fatica, Coordinator of Human and Quality Resources

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**DESCRIPTION:**

The Erie County Technical School Administration recommends hiring Jason Patalon as a substitute secretary at the rate of \$8.00 per hour beginning September 23, 2004.

**RECOMMENDATION:**

Motion to hire Jason Patalon as a substitute secretary at the rate of \$8.00 per hour beginning September 23, 2004.