

Erie County Technical School

Meeting Agenda

AVTS Operating Committee & ECTS Foundation Board of Directors

Thursday, August 25, 2005

Eagles Nest

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

6:00 PM - Work Session

1. Thurston House-presentation by Debbie Gifford
2. Satisfaction Survey results - 2004-2005, KIPS update, Vision update
3. Board review of Curriculum

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 Meeting Minutes of July 28, 2005 as presented.

6. Introduction of Guests

7. Correspondence

8. Business—Paul Fritz

A. Report - Business Manager

B. 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 \$ 219,798.87
- 7) Food Service Checks and Invoices, as presented; \$ 0
- 8) Capital Reserve Fund Checks and Invoices, as presented; \$ 8,250.00
- 9) ECTS Foundation Checks and Invoices, as presented; \$ 0
- 10) VISA purchasing card payment, as presented; \$ 38,642.22

- 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 the attached list of substitute teachers for the 2005-2006 school year.**
- 2) **Motion to employ the attached list of instructors for 2005-06 Term I - RCTC.**
- 3) **Motion to approve Phylis Zimmermann for 3 days of new teacher orientation at her per diem rate of \$201.66 per day.**
- 4) **Motion to increase Donna Erdman's salary to Column "D" step 8 at the rate of \$38,849.00 effective for the 2005-2006 school year, per the Professional Unit bargaining agreement.**
- 5) **Motion to accept the resignation of Mike Bednar, Student Assistance Aide, effective August 22, 2005.**
- 6) **Motion to grant Diana Ludwig, Custodian, a disability leave of absence beginning July 26, 2005 without pay in accordance with the contract Article V- Section 6- Leaves.**

10. Operations

- A. Superintendent's Report—Dr. Judy Miller
- B. Director's Report—Dr. Aldo Jackson
- C. Solicitor's Report—Mr. Timothy M. Sennett
- D. High School Report— Mr. John Hansen
- 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 Suzanne Matthews, Commercial Arts Instructor, to attend the Print05 Conference from September 8th -11th, 2005.**

J. Student Field Trips and Fundraising

- 2) **Motion to approve the field trip request from Suzanne Matthews for her Commercial Art students to travel to the Cleveland Art Museum for an educational field trip on November 2, 2005.**

K. Facility Use Requests

- 1) **Motion to approve the use of facilities request from the CCAC Public Safety to use the Health Assistant Lab on Tuesdays and Thursdays, beginning September 6, 2005 through December 13, 2005 from 6:00PM – 10:00PM for Emergency Medical Training (EMT) class.**
- 2) **Motion to approve the use of facilities request from French Creek Council, BSA for a Roundtable meeting on August 11, 2005 from 6:30p.m.-9:30p.m.**

L. Other Operations

- 1) **Motion to approve the 2005-2006 Erie County Technical School student handbook.**

11. Other Business

12. Supplemental Information

- A. Board attendance report
- B. Student Satisfaction Survey Results- 2004-2005
- C. Rigor & Relevance Assessment Report
- D. 2005-06 Strategic Vision Anchors - Diagram
- E. In- Service Agenda August 25, 26, 29, and 30, 2005
- F. Student Handbook- 2005-06
- G. Child Care accreditation letter- NAEYC
- H. **Next meeting: September 22, 2005**

13. Adjournment