Erie County Technical School

Meeting Agenda

AVTS Operating Committee & ECTS Foundation Board of Directors

Tuesday, December 13, 2005

Eagles Nest

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

6:00 PM - Work Session

1. Holiday meal prepared by Culinary Arts
2. Introduction of newly appointed committee members

7:00 PM - Organizational Meeting

3. Temporary Chairperson-Solicitor acts as Temporary Chairperson
4. Call to Order
5. Moment of Reflection
6. Pledge of Allegiance

7. Motion to accept the following list of district appointed committee members:
   a) **John Ogden**, Fort LeBoeuf: 3 year term 2005-2008
   b) **Robert Heath**, Girard: 3 year term 2005-2008
   c) **Jack Wood**, Harbor Creek: 3 year term 2005-2008
   d) **Tom Loftus**, Iroquois: 3 year term 2005-2008
   e) **Susan Sullivan**, Millcreek: 2 year term 2005-2007
   f) To be appointed, Northwestern: 1 year term 2005-2006

8. Roll Call

9. Call for nominations and election of Chairperson
10. Motion to close nominations for Chairperson
11. Vote on nominations for Chairperson

12. Temporary Chairperson turns gavel over to newly elected Chairperson

13. Call for nominations and election of Vice-Chairperson
14. Motion to close nominations for Vice-Chairperson
15. Vote on nominations for Vice-Chairperson

16. Motion to approve dates, time, and place of Committee meetings for 2006

Regular Meeting

1. **Motion to accept the Meeting Minutes of November 22, 2005 as presented.**

2. Introduction of Guests

3. Correspondence – None this month

4. 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 $ 228,027.93
   7) Food Service Checks and Invoices, as presented; $ 2,082.51
   8) Capital Reserve Fund Checks and Invoices, as presented; $ 8,974.55
   9) ECTS Foundation Checks and Invoices, as presented; $ 0.00
   10) VISA purchasing card payment, as presented; $ 64,336.40
   11) Treasurer's Report, as presented
   12) General Fund Budget Transfers, none this month

5. Human and Quality Resources—

   A. Report—Coordinator of Human and Quality Resources- no report

   1) Motion to employ the attached list of instructors for 2005-06 Term III – RCTC.

   2) Motion to employ Carrie Britton as RCTC part-time secretary (S-3) at the probationary rate of $11.57 per hour. Employment conditioned on Ms. Britton submitting appropriate clearances.

6. 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 – None this month

J. Student Field Trips and Fundraising

1) Motion to approve a field trip to Triangle Tech on Thursday, February 2, 2005 for the p. m. students and 3 a.m. juniors from our drafting and design lab at no cost to the students or ECTS.

K. Facility Use Requests – None this month

L. Other Operations – None this month

7. Other Business

1) Set date and time for new board member orientation

8. Supplemental Information

A. Board attendance report

B. Work Experience Placement Report

C. **Next meeting: Thursday, January 26, 2006**

9. Adjournment