Erie County Technical School
Meeting Minutes
AVTS Operating Committee & ECTS Foundation Board of Directors
Thursday, July 28, 2005
Health Assistant Classroom
Erie County Technical School, 8500 Oliver Road, Erie, PA 16509

5:00 PM - Regular Meeting

Call to Order

Mr. Bucksbee, Chairperson called the regular meeting to order at 5:00 pm

Roll Call

Natalie Fatica, Assistant Secretary, called the roll:

Committee members:

Mrs. Suzie Rosendahl	Fairview	Absent
Mr. John Ogden	Fort LeBoeuf	Absent
Mr. James Bucksbee	General McLane	Present
Mrs. Marilyn Vargulich	Girard	Present
Mr. James Sonney	Harbor Creek	Present
Mr. Thomas Loftus	Iroquois	Present
Mrs. Alice Niebauer	Millcreek	Present
Mr. David Rodgers	North East	Present
Mr. James Mitchell	Northwestern	Present
Mrs. Loretta Price	Union City	Present (5:10 pm)
Mr. Eric Duda	Wattsburg	Absent

Administrators:

Dr. Judy Miller, Superintendent of Record	Present
Dr. Aldo Jackson, Director	Present
Mr. Timothy Sennett, Solicitor	Present
Mr. Ed Kuhar, Acting Principal	Absent
Mr. Paul Fritz, Business Manager and Board Secretary	Absent
Ms. Natalie Fatica, Coordinator of Human and Quality Resources	Present
Mr. Jerry Baker, Information and Technology Manager	Present
Mrs. Mary Ellen Camp, RCTC Manager	Absent
Mr. Steve Sceiford, Facilities Manager	Present
Mrs. Janet Kennerknecht, Supervisor of Student Services	Present (5:15 pm)
Mr. Patrick Holland, Supervisor of Student Services	Absent

Moment of Reflection

Pledge of Allegiance

Minutes of June 23, 2005

Motion to accept the Minutes of the June 23, 2005 Work Session and Regular Meeting, as presented.
Moved by Mrs. Vargulich, with second by Mrs. Niebauer.
With no further discussion the minutes are approved, as presented, with an all "ayes" voice vote.
(Copy is filed with the official minutes).

Guests and Comments

Guests present: Rosanne Gangemi, Charlie Lytle, Patty Palo, Elaine Shaffer, Eleanore Anderson
No comments

Correspondence - none

Business

Report – presented by Dr. Jackson in the absence of 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 $ 253,256.34
- Food Service Checks and Invoices, as presented; $ 285.73
- Capital Reserve Fund Checks and Invoices, as presented; $ 6,485.00
- ECTS Foundation Checks and Invoices, as presented; $6,804.00
- VISA purchasing card payment, as presented; $ 27,226.45
- Treasurer's Report, as presented
- General Fund Budget Transfers, none

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

Lisa Sorensen - Admissions Coordinator

Motion to approve the transfer of Lisa Sorensen to the Admissions Coordinator position for the 2005-2006 school year at Column C step 13 salary of $42,806 prorated to $26,145.94 for 113 days, **and**

Rich Blore- Curriculum Development

Motion to approve Rich Blore, Tool and Die instructor to complete 40 hours of curriculum development at the rate of $27.00 (05-06) per hour for a total of $1,080, **and**

Dominick Bonitatibus – RCTC

Motion to approve payment of 52 instructional hours to Dominick Bonitatibus at the rate of $22.50 per hour for RCTC training at Electric Materials Company, **and**

Shirley Braddock - full-time Student Assistance Aide

Motion to approve Shirley Braddock as a full-time Student Assistance Aide (SAA-1) at the rate of $11.87 effective with the 2005-2006 school year.

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

Phylis Zimmermann - Networking Technologies

Motion to employ Phylis Zimmermann as the Networking Technologies Instructor/Networking Technician for the 2005-2006 school year at Column A/B, step 8, salary of $37,308.
Moved by Mr. Sonney, with second by Mrs. Niebauer
With no further discussion, the motion is approved with an all "ayes" voice vote.

Operations

Staff Reports

- Superintendent's Report—Dr. Judy Miller verbally commented on her commitment to the technical school and to communicate technical school business with the district superintendents.
- Director's Report—Dr. Aldo Jackson verbally reported on the SkillsUSA trip to Kansas City, KS, and the expansion of the Alternative Ed program at the Skill Center. Also a copy of his letter to Jane Earll, State Senator, was distributed which outlined a case for a technical community college in Erie County (copy filed with official minutes).
  (Copy of report is filed with the official minutes)
- Solicitor's Report—Mr. Timothy M. Sennett verbally reported that Erie County Emergency Management is only interested in purchasing property for construction of their services center, and that leasing is not an option as part of a county bond issue. A sale of property requires the approval of all eleven school district boards. Mr. Sennett will continue discussion with the county regarding the property sale agreement.
- High School Report— Mr. John Hansen (Copy of report is filed with the official minutes)
- RCTC Report—Mrs. Mary Ellen Camp (absent). Dr. Jackson reviewed the report (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-verbally reported that curriculum development materials have arrived as a result of the summer curriculum project.

Staff Travel -none

Student Field Trips and Fundraising - none

Facility Use Requests

Rotary Club of Erie

Motion to approve the facilities request from Rotary Club of Erie to use a computer lab for RI website training on August 31, 2005, **and**

Society of Plastics Engineers

Motion to approve the facilities request from Society of Plastics Engineers for the requested 05-06 dates, pending receipt of certificate of insurance, **and**

Thermal G Flying Club

Motion to approve the facilities request from Thermal G Flying Club for use of the school grounds and restrooms on August 13, 2005.

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

Other Operations

Career Alternative Education Program

Motion to approve the program and planned course for the Career Alternative Education Program.
Moved by Mr. Sonney, with second by Mrs. Niebauer
Dr. Jackson reviewed the program expansion to include high school students and the move to the Skill Center Building.
With no further discussion, the motion is approved with an all "ayes" voice vote.

Sarah A. Reed Children's Center - contract

Motion to approve a professional services contract with Sarah A. Reed Children's Center for the provision of an alternative education program in the amount of $542, 675, for the 2005-06 school year.
Moved by Mrs. Niebauer, with second by Mr. Sonney
With no further discussion, the motion is approved with an all "ayes" voice vote.

Fulltime Adult Career & Technical Education Policy & Procedure Handbook

Motion to approve the Fulltime Adult Career & Technical Education Policy & Procedure Handbook, as presented (copy in Supplemental Section of agenda).
Moved by Mr. Sonney, with second by Mrs. Niebauer
With no further discussion, the motion is approved with an all "ayes" voice vote.

Tuition rates for 2005-2006

Motion to set the tuition rates for 2005-2006 school year as follows:

- Secondary high school students: $7.00 per hour
- Adults in secondary program: $9.80 per hour
- Alternative Education $55.00 per day enrolled

Moved by Mrs. Vargulich, with second by Mrs. Niebauer
With no further discussion, the motion is approved with an all "ayes" voice vote.

Food Service prices

Motion to set Food Service prices as follows, effective August 31, 2005:

- Student breakfast-paid $1.25
- Student breakfast-reduced $0.30
- Student lunch-paid $1.75
- Student lunch-reduced $0.40
- Adult breakfast $2.00
- Adult lunch $3.50

(No changes from 2004-05 prices)

Moved by Mr. Mitchell, with second by Mrs. Niebauer
With no further discussion, the motion is approved with an all "ayes" voice vote

Other Business - none

Supplemental Information

- Board attendance report
- RCTC Fulltime Student Handbook
  (Copies filed with the official minutes)
- **Next meeting: August 25, 2005**

Adjournment

Moved by Mrs. Niebauer, with second by Mr. Sonney to adjourn the meeting.
Mr. Bucksbee, Chairperson, adjourned the meeting at 5:45 pm.

Minutes prepared by,

Paul D. Fritz, Secretary
Erie County Technical School
Erie County Technical School Foundation
(Minutes recorded by Natalie Fatica, Assistant Secretary)