Erie County Technical School

Meeting Agenda

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

1. Call to Order
2. Roll Call
3. Moment of Reflection
4. Pledge of Allegiance
5. **Motion to accept the Minutes of the June 23, 2005 Work Session and Regular Meeting, 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 $ 253,256.34
      7) Food Service Checks and Invoices, as presented; $ 285.73
      8) Capital Reserve Fund Checks and Invoices, as presented; $ 6,485.00
      9) ECTS Foundation Checks and Invoices, as presented; $ 6,804.00
      10) VISA purchasing card payment, as presented; $ 27,226.45
      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 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.**

2) **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**

3) **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.**

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-no report

I. Staff Travel -none

J. Student Field Trips and Fundraising - none

K. Facility Use Requests

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

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

L. Other Operations

1) **Motion to approve the program and planned course for the Career Alternative Education Program.**

2) **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.**

3) **Motion to approve the Fulltime Adult Career & Technical Education Policy & Procedure Handbook, as presented (copy in Supplemental Section of agenda).**

4) **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**

5) **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)

11. Other Business

12. Supplemental Information

A. Board attendance report

B. RCTC Fulltime Student Handbook

C. **Next meeting: August 25, 2005**

13. Adjournment