Erie County Technical School

Meeting Agenda

AVTS Operating Committee & ECTS Foundation Board of Directors

Thursday, May 25, 2006

Eagle's Nest

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

6:00 PM – Work Session

1. Commercial Art student field trip to NYC- Suzanne Matthews, Instructor

2. National SkillsUSA competition in Kansas City- Whitney Wagner

3. Enrollment review- 2006-2007

4. Executive Session- personnel

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 Minutes of the April 27, 2006 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 $ 177,530.33
     7) Food Service Checks and Invoices, as presented; $ 668.75
     8) Capital Reserve Fund Checks and Invoices, as presented; $ 0.00
     9) ECTS Foundation Checks and Invoices, as presented; $ 2,000.00

10) VISA purchasing card payment, as presented; $ 43,944.41

11) Treasurer's Report, as presented

12) General Fund Budget Transfers, none

C. Motion to approve PNC Bank and PSDLAF/PNC and PLGIT as depositories of school funds for 2006-07.

D. Motion to designate Erie Times News as newspaper of general circulation for 2006-07.

E. Motion to purchase public official bonds for the Secretary and Treasurer for school year 2006-07 in the amount of $50,000 each.

F. Motion to nominate and then elect a treasurer for a one year term beginning July 2006.

9. Human and Quality Resources—Natalie Fatica

A. Report—Coordinator of Human and Quality Resources

1) Motion to approve the revised job description of Admissions Coordinator and also to change Lisa Sorensen to full time status as Admissions Coordinator effective with the 2006-2007 school year per the Professional Unit contract at salary of $44,206, column C step 14.

2) Resolved that the Operating Committee has sufficient evidence to support the recommendation of the Administration to demote Frank Paparelli, Plastics Instructor, from full-time to part-time for the 2006-2007 school year, subject to his right to a hearing, and further that the Secretary and President are directed to serve notice on Frank Paparelli of this fact and to advise him of his right to a hearing.

3) Motion to approve the list (to be provided) of faculty and staff for summer curriculum development.

4) Motion to appoint Mrs. Sandra Myers, Superintendent of the Union City Area School District as the Superintendent of Record for the 2006-2007 school year. Mrs. Myers will be compensated for her service. The term of service will be July 1, 2006 to June 30, 2007.

5) Motion to approve the amount of annual compensation for the superintendent of record effective July 1, 2006.

6) Appointment of committee to review the Administrative and Business Manager Compensation Plans.

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. Jeff Smith

H. Instructional Support Services Report- Mr. Pat Holland, Mrs. Janet Kennerknecht

I. Staff Travel -none

J. Student Field Trips and Fundraising

1) **Motion to approve Suzanne Matthews, Commercial Arts Instructor, to travel with her a.m. and p.m. students to the Erie Zoo and downtown Erie: date to be determined prior to June 7, 2006.**

K. Facility Use Requests

1) **Motion to approve the use of facilities request from the Thermal G RC Club to use the parking lot, grounds, and restrooms for the 2006 Model Plane Air Show on August 12, 2006 from 10:00a.m.-5:00p.m.**

2) **Motion to approve the use of facilities request from the McKean Little League to use the baseball field for the Little League games and practices from April 1, 2006 through June 30, 2006.**

3) **Motion to approve the use of facilities request from the Pennsylvania State Police of NWPA to use the cafeteria for Parent/Cadet meetings on May 15, 2006 and May 17, 2006 from 7:00p.m.-9:00p.m**

L. Other Operations

1) **Motion to approve the 2006 ECTS Foundation Scholarship award to Whitney Wagner in the amount of $500.**

2) **Review of Policy 246-Student Wellness for approval in June 2006.**

3) **Motion to approve a lease with Kubinski Business Systems for a Minolta Bizhub 750 digital copier/printer, as proposed, for 39 months at $980.98 per month.**

4) **Motion to approve the list of equipment and supplies as surplus and available for disposition.**
1 - Lincoln Power wave welder, ECTS No. 000497
1 - Miller Dalta welder, ECTS No. 001447
1 - Miller intelliweld welder, ECTS No. 001446

11. Other Business

12. Supplemental Information

A. Board attendance report

B. Work Experience Report

C. **Next meeting: June 22, 2006**

13. Adjournment