Erie County Technical School
Meeting Minutes
AVTS Operating Committee & ECTS Foundation Board of Directors

Thursday, October 27, 2005

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

6:00 PM - Work Session

Welding Training

Dr. Jackson introduced representatives from local manufacturers and fabricators to present their plan for welding training at ECTS:
Jim McShane-McShane Welding, Jim Borelli-Custom Engineering, Tom Kidd-Erie Regional Chamber, and Max Gill-NWIRC.
Employment opportunities for welders in Erie County are very high according to a survey of employers conducted by Erie Regional Chamber. The projected and identified need is in excess of 394 workers. To meet that need a training course of 160 hours has been developed in conjunction with state and federal funding sources through the Workforce Investment Board and Northwest Industrial Resource Center. The projected job openings and limited training space available in the community allow ECTS to open a welding laboratory to provide a training facility. New equipment would need to be leased to meet the immediate demand and for future training needs of the manufacturing community. The pilot project is being readied to begin in December.

Executive Session

Mr. Bucksbee called an executive session of the committee to discuss real estate negotiations and administrative personnel compensation.

7:00 PM - Regular Meeting

Mr. Bucksbee, Chairperson called the regular meeting to order at 7:20 pm

Roll Call

Paul Fritz, Secretary, called the roll:

Committee members:

Mrs. Suzie Rosendahl	Fairview	Present
Mr. John Ogden	Fort LeBoeuf	Present
Mr. James Bucksbee	General McLane	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	Absent
Mrs. Loretta Price	Union City	Absent
Mr. Eric Duda	Wattsburg	Present

Administrators:

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

Moment of Reflection

Pledge of Allegiance

Marilyn Vargulich - Girard School District

Motion to accept the resignation of Marilyn Vargulich as Girard School District representative
Moved by Mr. Duda, with second by Mr. Ogden
With no further discussion, the motion is approved with an all "ayes" voice vote.

Robert Heath - Girard School District

Motion to accept the appointment of Robert Heath as Girard School District representative to serve the unexpired term until December 2005.
Moved by Mrs. Niebauer, with second by Mr. Ogden
With no further discussion, the motion is approved with an all "ayes" voice vote.

Minutes of September 22, 2005

Motion to accept the Meeting Minutes of September 22, 2005 as presented.
Moved by Mrs. Niebauer, with second by Mr. Ogden.
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:
Max Gill, Jim Borelli, Jim McShane, Tom Kidd
Rosanne Gangemi, Elaine Shaffer, Patty Palo, Eleanore Anderson, Suzanne Matthews, Mark Clickett, Joe Salorino, Ursula Olsen-Gern, Pat Heubel, Charlie Lytle, Tim Mientkiewicz, Sherry States, Mark Cyphert, Roach Hewitt, Helen Rock, Nancy Dombrowski, David Yanosko, William Donnell, Frank Paparelli, Shirley Braddock, Dan Lasher.

Mr. Roach Hewitt, President-AFT- Local 1589, addressed the committee with concerns regarding the current staffing level of instructional aides and the services being provided to special needs students. He asked that the committee increase the number of instructional aides.

Correspondence - none

Business

Report – presented by 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: $ 153,364.56
- Food Service Checks and Invoices, as presented: $ 2,309.86
- Capital Reserve Fund Checks and Invoices, as presented: $ 4,114.20
- ECTS Foundation Checks and Invoices, as presented; $ 0
- VISA purchasing card payment, as presented: $ 56,793.79
- Treasurer's Report, as presented
- General Fund Budget Transfers, as presented

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

Human and Quality Resources

Linda Luthringer - S-3

Motion to employ Linda Luthringer as a part-time secretary (S-3) in the Regional Career & Technical Center at the probationary rate of $11.57 per hour. Employment conditioned on Ms. Luthringer submitting appropriate clearances, **and**

Susan J. Tatalone - S-3

Motion to employ Susan J. Tatalone as a part-time secretary (S-3) in the Regional Career & Technical Center at the probationary rate of $11.57 per hour. Employment conditioned on Ms. Tatalone submitting appropriate clearances, **and**

Richard B. Hartline - substitute custodian

Motion to employ Richard B. Hartline as a substitute custodian at the rate of $8.00 per hour. Employment is conditioned on Mr. Hartline submitting appropriate clearances, **and**

Term 2 – RCTC

Motion to employ the attached list of instructors for 2005-06 Term 2 - RCTC, **and**

Myron Robert Perry - C-2

Motion to grant regular employment status to Myron Robert Perry, a C-2 Custodian, effective September 12, 2005 with a rate of $12.09.

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

Operations

- Superintendent's Report—Dr. Judy Miller (Copy of report is filed with the official minutes)
- Director's Report—Dr. Aldo Jackson (Copy of report is filed with the official minutes)
- Solicitor's Report—Mr. Sennett-verbally commented that disussion continues with Erie County regarding real estate.
- High School Report— Mr. John Hansen (Copy of report is filed with the official minutes)
- RCTC Report—Mrs. Mary Ellen Camp (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 (Copy of report is filed with the official minutes)

Staff Travel - none

Student Field Trips and Fundraising

SkillsUSA candy sale

Motion to approve the annual SkillsUSA candy sale, **and**

Cosmetology- New York City

Motion to approve a field trip to New York City for ten seniors from Cosmetology class from April 29th, 2006 through May 1, 2006 **and**

Cosmetology fundraiser

Motion to approve a fundraiser by the cosmetology class from October 28, 2005 through November 4th, 2005. The company involved is America's Lemonade Stand, and the proceeds will be used to offset a senior class trip to New York City.

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

Facility Use Requests

Thomson Prometric

Motion to approve the request from Thomson Prometric to use the Cosmetology Lab for PA Cosmetology State Board testing for 2006. Dates for the 2006 facilities request are listed on the attached documentation, **and**

Boy Scouts of America

Motion to approve the use of facilities request from the Boy Scouts of America Langundawi Lodge on the first Thursday of each month until summer 2005, 7:00 – 8:30 PM, **and**

ICAR

Motion to approve the use of facilities request from ICAR (Inter-Industry Conference on Auto Collision Repair) to use the Eagles' Nest for their Auto body Repair Instruction from 5:30p.m.-10:00p.m. on the dates as listed, **and**

Pennsylvania One Call

Motion to approve the use of facilities request from Pennsylvania One Call System to use a classroom for their Pa One Call Web training from 8:00 am-4:00 pm on the third Tuesday of every month beginning November 15, 2005.

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

Other Operations

Minolta copier lease – CAEP

Motion to approve a 36 month lease of a Minolta Bizhub 470 digital copier from Kubinski Business Systems plus a maintenance contract per the proposal received October 17, 2005:
Monthly lease payment: $207.94 – 36 months
Maintenance contract: $375.00 up to 50,000 copies, per year, $ 0.00849 per copy over 50,000, per year.
Moved by Mr. Duda, with second by Mrs. Niebauer
With no further discussion, the motion is approved with an all "ayes" voice vote.
(Copy of lease agreement filed with official minutes)

General Welding Supply-lease

Motion to approve a lease with General Welding Supply for twelve(12) power sources at a monthly rate of $4,155.85 for 12 months (total expense of $49,870.08), contingent upon ECTS entering into a training contract.
Moved by Mr. Duda, with second by Mrs. Niebauer
The motion is approved with an all "ayes" voice vote.
(Copy of lease agreement filed with official minutes)

NOREBT trustees

Mr. Bucksbee asked for committee members to serve as NOREBT trustees, Mr. Loftus and Mrs. Rosendahl volunteered. Mrs. Vargulich had served as trustee for many years.

Motion to appointment Mr. Loftus as NOREBT Trustee, and Mrs. Rosendahl as Alternate Trustee.
Moved by Mr. Ogden, with second by Mr. Duda
The motion is approved with an all "ayes" voice vote.

Other Business- none

Executive Session

Mr. Bucksbee called an executive session of the committee to discuss administrative personnel compensation.

Mr. Bucksbee called the meeting back to order at 10:00pm.

Administration compensation – 2005-06

Motion to approve administrative personnel and director salaries for 2005-2006, as listed, (Copy of salary list filed with official minutes).

Motion to approve the Administrative Staff and Business Manager Compensation Plans, as presented. Mr. Bucksbee removed this item from the agenda for further information and consideration.

Supplemental Information

- Board attendance report (Copy filed in official minutes book)
- Work Experience Placement Report (Copy filed in official minutes book)
- ISO – Key Processes (Copy filed in official minutes book)
- Erie Regional Chamber and Growth Partnership (Copy filed in official minutes book)
- **Next meeting: Tuesday, November 22, 2005**

Adjournment

Moved by Mr. Ogden, with second by Mr. Sonney to adjourn the meeting.
Mr. Bucksbee, Chairperson, adjourned the meeting at 10:05 pm.

Minutes prepared by,

Paul D. Fritz, Secretary
Erie County Technical School
Erie County Technical School Foundation