

Erie County Technical School

Meeting Agenda

AVTS Operating Committee & ECTS Foundation Board of Directors

Thursday, September 22, 2005

Eagles Nest

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

6:00 PM - Work Session

1. Dr. Verel Salmon- Zibo Vocational Institute in China.
2. Mr. Lewis Dove- book project with Graphic Communications
3. June 30, 2005 Auditors' Report- Felix and Gloekler, P.C.
4. Review of Curriculum

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 Meeting Minutes of August 25, 2005 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 \$ 69,001.70
- 7) Food Service Checks and Invoices, as presented; \$ 2,032.63
- 8) Capital Reserve Fund Checks and Invoices, as presented; \$147,795.32
- 9) ECTS Foundation Checks and Invoices, as presented; \$ 0

- 10) VISA purchasing card payment, as presented; \$ 28,829.99
- 11) Treasurer's Report, as presented
- 12) General Fund Budget Transfers, none
- 13) **Motion to accept the Audited Financial Statements for the year ended June 30, 2005, as prepared by Felix and Gloekler, P.C.**

9. Human and Quality Resources—Natalie Fatica

A. Report—Coordinator of Human and Quality Resources

- 1) **Motion to employ Irene Washok and Stacey Singer at the rate of \$22.50 per hour as Term I-RCTC instructors.**
- 2) **Motion to move Mr. David Yanosko to Column "C" step 19 at the salary of \$45,997.00 effective for the 2005-2006 school year.**
- 3) **Motion to approve the addition Margaret Fletcher to the substitute instructor list and as a substitute café manager at the rate of pay of \$75.00 per day effective September 22, 2005 pending receipt of her clearances.**
- 4) **Motion to ratify the tentative contract agreement reached September 7, 2005 with the AFT Local 1589 Classified Personnel Unit.**

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

I. Staff Travel

- 1) **Motion to approve Sherry States, Health Assistant Instructor, to attend the Educational Excellence for Health Care Providers Conference on November 8th and 9th, 2005.**

J. Student Field Trips and Fundraising

- 1) **Motion to approve the field trip request for Mrs. Sherry States and her Health Assistant students to Gannon University for a Health Quest Career Fair on October 14, 2005.**

K. Facility Use Requests -None

L. Other Operations

- 1) **Motion to approve the lease agreement with Northwest Tri-County Intermediate Unit for a portion of the Regional Skill Center Building for use by the Regional Choice Initiative at a rent amount of \$32,000 from July 1, 2005 through June 30, 2006.
(Copy of lease is attached)**
- 2) **Motion to approve donation of a black Volvo Wagon from Kevin Hansen for use in the Automotive Technologies Lab.**
- 3) **Motion to approve the donation of 5 sets of tools from Channellock Tools of Meadville, PA.**
- 4) **Motion to accept a donation of 870 concrete blocks from A. A. Duchini Company which will be used in Construction Trades.**

11. Other Business

12. Supplemental Information

- A. Board attendance report
- B. Work Experience Placement Report
- C. NRES Seminar photo
- D. **Next meeting: October 27, 2005**

13. Adjournment