Erie County Technical School
Meeting Minutes

AVTS Operating Committee & ECTS Foundation Board of Directors

Thursday, August 25, 2005

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

6:00 PM - Work Session

- Thurston House-presentation by Debbie Gifford who briefly described services offered to students in the pregnant and parenting teen program. The program has been operating at ECTS for approximately ten years and is funded through PA Departments of Education and Public Welfare.

- Satisfaction Survey results - 2004-2005, KIPS update, Vision update- presented by Dr. Jackson. (Copies are filed in the official minutes book).

- Curriculum Review- Dr. Jackson and Mrs. Kennerknecht presented the high school curriculum offerings that have undergone major updating with the Curriculum Development grant funding. Each committee member will be reviewing curriculum packets developed for a course and the Operating Committee will consider approving the revised curricula at a future meeting.

7:00 PM - Regular Meeting

Call to Order

Mr. Bucksbee, Chairperson called the regular meeting to order at 7:10 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
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	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	Present
Mr. Jerry Baker, Information and Technology Manager	Present
Mrs. Mary Ellen Camp, RCTC Manager	Present
Mr. Steve Sceiford, Facilities Manager	Absent
Mrs. Janet Kennerknecht, Supervisor of Student Services	Present
Mr. Patrick Holland, Supervisor of Student Services	Present

Moment of Reflection

Pledge of Allegiance

Minutes of July 28, 2005

Motion to accept the Meeting Minutes of July 28, 2005 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, Mike Bednar, Suzanne Matthews, Patty Palo, Stephanie Williams, Debbie Gifford. No comments.

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 $ 219,798.87
- Food Service Checks and Invoices, as presented; $ 0
- Capital Reserve Fund Checks and Invoices, as presented; $ 8,250.00
- ECTS Foundation Checks and Invoices, as presented; $ 0
- VISA purchasing card payment, as presented; $ 38,642.22
- Treasurer's Report, as presented
- General Fund Budget Transfers, none

Moved by Mr. Loftus, 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

Report presented by Natalie Fatica, Coordinator of Human and Quality Resources. (Copy of report filed with the official minutes)

2005-06 Substitute Teachers

Motion to approve the attached list of substitute teachers for the 2005-2006 school year (copy of list filed with the official minutes), **and**

2005-06 Term I – RCTC

Motion to employ the attached list of instructors for 2005-06 Term I – RCTC (copy of list filed with the official minutes), **and**

Phylis Zimmermann-orientation

Motion to approve Phylis Zimmermann for 3 days of new teacher orientation at her per diem rate of $201.66 per day, **and**

Donna Erdman- salary change

Motion to increase Donna Erdman's salary to Column "D" step 8 at the rate of $38,849.00 effective for the 2005-2006 school year, per the Professional Unit bargaining agreement, **and**

Mike Bednar-resignation

Motion to accept the resignation of Mike Bednar, Student Assistance Aide, effective August 22, 2005, **and**

Diana Ludwig – disability leave

Motion to grant Diana Ludwig, Custodian, a disability leave of absence beginning July 26, 2005 without pay in accordance with the contract Article V- Section 6- Leaves.

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

Operations

- Superintendent's Report—Dr. Judy Miller – no report
- Director's Report—Dr. Aldo Jackson (Copy of report is filed with the official minutes)
- Solicitor's Report—Mr. Timothy M. Sennett – verbally commented that the property appraisal has been shared with Erie County for their emergency services center and that a response has not been received from them at this time.
- 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 –absent (Copy of report is filed with the official minutes) Dr. Jackson reviewed the report.
- 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

Matthews- conference

Motion to approve Suzanne Matthews, Commercial Arts Instructor, to attend the Print05 Conference from September 8th -11th, 2005.
Moved by Mr. Duda, with second by Mrs. Niebauer.
With no further discussion, the motion is approved with an all "ayes" voice vote.

Student Field Trips and Fundraising

Commercial Art - Cleveland Art Museum

Motion to approve the field trip request from Suzanne Matthews for her Commercial Art students to travel to the Cleveland Art Museum for an educational field trip on November 2, 2005.
Moved by Mrs. Rosendahl, with second by Mr. Ogden.
With no further discussion, the motion is approved with an all "ayes" voice vote.

Facility Use Requests

CCAC Public Safety

Motion to approve the use of facilities request from the CCAC Public Safety to use the Health Assistant Lab on Tuesdays and Thursdays, beginning September 6, 2005 through December 13, 2005 from 6:00PM – 10:00PM for Emergency Medical Training (EMT) class, **and**

French Creek Council, BSA

Motion to approve the use of facilities request from French Creek Council, BSA for a Roundtable meeting on August 11, 2005 from 6:30p.m.-9:30p.m.

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

Other Operations

2005-2006 Student handbook

Motion to approve the 2005-2006 Erie County Technical School student handbook.
Moved by Mr. Sonney, with second by Mrs. Niebauer.
With no further discussion, the motion is approved with an all "ayes" voice vote.
(Copy of hand book is filed with official minutes).

Other Business-none

Supplemental Information

- Board attendance report
- Student Satisfaction Survey Results- 2004-2005
- Rigor & Relevance Assessment Report

- 2005-06 Strategic Vision Anchors - Diagram
- In- Service Agenda August 25, 26, 29, and 30, 2005
- Student Handbook- 2005-06
- Child Care accreditation letter- NAEYC

(Copies of all filed in official minutes book)

- **Next meeting: September 22, 2005**

Adjournment

Moved by Mr. Ogden, with second by Mrs. Rosendahl to adjourn the meeting.
Mr. Bucksbee, Chairperson, adjourned the meeting at 7:45 pm.

Minutes prepared by,

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