Erie County Technical School
Meeting Minutes
AVTS Operating Committee & ECTS Foundation Board of Directors
Thursday, March 22, 2007
Eagle's Nest
Erie County Technical School, 8500 Oliver Road, Erie, PA 16509

6:00 PM – Work Session

- Strategic Planning Forum – Strategy Solutions, Inc. coordinated a planning forum with the Operating Committee as part of the long range strategic planning process as required by PA Department of Education. Coordinator was Debbie Thompson.

7:00 PM - Regular Meeting

Call to Order

Mr. Bucksbee, Chairperson, called the meeting to order at 7:05 pm

Moment of Reflection

Pledge of Allegiance

Roll Call

Paul Fritz, Secretary, called the roll:

Committee members:

Mrs. Suzie Rosendahl	Fairview	Absent
Mr. John Ogden	Fort LeBoeuf	Present
Mr. Robert Heath	Girard	Present
Mr. James Bucksbee	General McLane	Present
Mr. Jack Wood	Harbor Creek	Present
Mr. Thomas Loftus	Iroquois	Present
Mrs. Susan Sullivan	Millcreek	Absent
Mr. Robert Boyd	North East	Present
Mr. Sam Ring	Northwestern	Present
Mrs. Loretta Price	Union City	Present
Mr. Eric Duda	Wattsburg	Present

Administrators:

Mrs. Sandra Myers, 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
Mrs. Mary Ellen Camp, RCTC Manager	Absent
Mr. Steve Sceiford, Facilities Manager	Present
Mr. Jeff Smith, Technology Manager	Present
Mrs. Janet Kennerknecht, Supervisor of Student Services	Present
Mr. Patrick Holland, Supervisor of Student Services	Absent

Minutes of February 22, 2007

Motion to accept the Minutes of the February 22, 2007 Meeting, as presented.
Moved by Mr. Ogden, with second by Mr. Heath.
The minutes are approved, as presented, with an all "ayes" voice vote.
(Copy is filed with the official minutes)

Guests and Comments

Guests signed and present: Elaine Shaffer and Rosanne Gangemi- no comments

Correspondence – none this month

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:

- Revenue and Expenditure Reports, as presented:
  - General Fund
  - Food Service Fund
  - Capital Reserve Fund
  - ECTS Foundation Report
  - Student Activities Report
- Checks and Invoices, as presented:
  - General Fund Checks and Invoices, as presented; $ 168,250.98
  - Food Service Fund Checks and Invoices, as presented; $ 1,773.92
  - Capital Reserve Fund Checks and Invoices, as presented; $ 0.00
  - ECTS Foundation Checks and Invoices, as presented; $ 0.00
- PNC/VISA procurement card payment, as presented; $ 43,262.61
- Treasurer's Report, as presented: February 28, 2007
- General Fund Budget Transfers- none this month

All above items moved by Mr. Duda, with second by Mr. Ogden.
The motion is approved with an all "ayes" voice vote.
(Copies of reports and payment lists are filed with the official minutes)

Human and Quality Resources

Richard Powers and Lisa Rice-RCTC instructors

Motion to employ Richard Powers and Lisa Rice at the rate of $25.00 per hour as Term IV RCTC instructors, **and**

Suzanne Matthews a disability leave of absence

Motion to grant Suzanne Matthews a disability leave of absence without pay in accordance with the Professional Unit bargaining contract Article VI- Section 17- Disability Leave effective April 3, 2007.

Both items moved by Mr. Wood, with second by Mr. Duda.
The motions are approved with an all “ayes” voice vote.

Operations

Staff Travel >400 miles (Polices: 331,431,531) - **none**

Student Field Trips and Fundraising (Policy 121)

Motion to approve or ratify student field trips and fund raising as presented:

THM- Florida

- Field trip for four female Tourism and Hospitality Management students to the Tourism and Lodging Association’s Annual National Competition in Orlando, FLA April 10th - 14th, 2007, **and**

ELC and EET - Erie Institute of Electronics Career search

- Field trip for the ELC and EET students to Erie Institute of Electronics Career search on Friday, April 27, 2007**, and**

DDE- competition at BCCC

- Field trip for the Drafting and Design students to a drafting competition at Butler County Community College on Wednesday, April 18, 2007**, and**

SkillsUSA fundraising-car washes

- SkillsUSA fundraising car wash at Country Fair and auto show at ECTS in April and May 2007**, and**

SkillsUSA fundraising-food drive

- SkillsUSA sponsored student food drive and penny war to benefit Second Harvest Food bank in April and May 2007**, and**

ECE-Cambridge Springs

- Field trip for the Early Childhood Education students to a “Celebrate the Family” workshop in Cambridge Springs on Friday, April 27, 2007.

All items moved by Mr. Duda, with second by Mr. Heath.
The motions are approved with an all “ayes” voice vote.

Facility Use Requests – profit making organizations (Policy 707)

Family First Sports Park-grounds use

Motion to approve the facility use request from Family First Sports Park to use ECTS grounds for soccer games and practice beginning in April 2007, and the $20 per hour fee is waived in exchange for lawn care services on the grounds.
(Copy of request is filed with the official minutes)

Moved by Mr. Ogden, with second by Mr. Duda.
The motions are approved with an all “ayes” voice vote.

Other Operations

Bid award to Perseo Erie for CNC machines

Motion to approve the bid proposal from Perseo-Erie for two (2) CNC Mills with optional Cat 40 tool package, and two (2) CNC lathes with programmable tailstock for a total price of $162,698.00 as proposed and as specified.
Moved by Mr. Duda, with second by Mr. Heath.
The motion is approved with an all "ayes" voice vote.

2007-2008 Calendar- revised

Motion to approve the revised 2007-2008 school calendar, as presented
Moved by Mr. Wood, with second by Mr. Ogden.
The motion is approved with an all "ayes" voice vote.

Ridg-U-Rak-donation

Motion to accept the donation of shelving from Ridg-U-Rak to use in the ECTS Electronics program lab.
Moved by Mr. Duda, with second by Mr. Ring.
The motion is approved with an all "ayes" voice vote.

(Mr. Wood left the meeting at 7:20 pm).

Reports

- Human and Quality Resources – Natalie Fatica (Copy of report is filed with the official minutes)
- Superintendent's Report- Sandra Myers
- Director's Report—Aldo Jackson, (Copy of report is filed with the official minutes)
- Solicitor's Report—Tim Sennett – no report
- High School Report—John Hansen, (Copy of report is filed with the official minutes)
- RCTC Report Mary Ellen Camp, (Copy of report is filed with the official minutes)
- Facilities Manager's Report— Steven Sceiford, (Copy of report is filed with the official minutes)
- Technology Manager's Report— Jeff Smith, (Copy of report is filed with the official minutes)
- Instructional Support Services Report— Pat Holland, Janet Kennerknecht, (Copy of report is filed with the official minutes)

Other Business – none

Supplemental Information

- Board Attendance Report
- Work Experience Report
- High School Enrollment Report
- Business Partnerships Contacts
- Newspaper releases- Galbraith Media
- Statement of Financial Interests- 2006 – complete and return by May 1, 2007
  (Copies of all items filed with the official minutes)

- Next meeting: Thursday, April 26, 2007

Adjournment

Moved by Mr. Ogden, with second by Mr. Duda to adjourn the meeting.
The motion is approved with an all "ayes" voice vote.
Mr. Bucksbee, Chairperson, adjourned the meeting at 7:45pm.

Minutes prepared by,

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