Erie County Technical School

Meeting Agenda

AVTS Operating Committee & ECTS Foundation Board of Directors

Thursday, August 24, 2006

Eagle's Nest

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

6:00 PM – Work Session

- **A. Felix and Gloekler, P.C. – audited financial statements: Jim Gloekler, and Natalie Heberlein**
- **B. Zibo China trip review**

7:00 PM - Regular Meeting

1. Call to Order
2. Moment of Reflection
3. Pledge of Allegiance
4. Roll Call: Rosendahl, Ogden, Heath, Bucksbee, Wood, Loftus, Sullivan, Rodgers, Ring, Price, Duda
5. **Motion to accept the Minutes of the July 27, 2006 Meeting, as presented.**
6. Introduction of Guests
7. Correspondence-
   - Manufacturers' Association of Northwest Pennsylvania – re: community college
   - AFT Local 1589-withdrawal of complaint
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 $ 92,013.70
     7) Food Service Checks and Invoices, as presented; $ 0.00
     8) Capital Reserve Fund Checks and Invoices, as presented; $ 0.0
     9) ECTS Foundation Checks and Invoices, as presented; $ 0.0
     10) VISA purchasing card payment, as presented; $29,154.54

11) Treasurer's Report, as presented

12) General Fund Budget Transfers, none

C. Motion to accept the Audited Financial Statements for the year ended June 30, 2006, 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 approve the adoption of the new faculty assessment, as presented

2) Motion to accept retirement of Richard Blore effective June 9, 2006.

3) Motion to authorize the school administration to employ Robert Marr as substitute Tool and Die instructor at the pay rate of $200.00 per day effective August 24, 2006, if needed.

4) Motion to hire Jesse Heubel as substitute custodian at the rate of $8.00 per hour beginning on or after September 1, 2006.

5) Motion to accept the resignation of Carrie Britton, (S-3) RCTC Secretary, effective August 14th, 2006.

6) Motion to employ substitute secretary for RCTC – (details to be determined prior to meeting)

10. Operations

A. Superintendent's Report—Mrs. Sandra Myers

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

J. Student Field Trips and Fundraising (Policy 121)

1) Motion to approve a field trip for four Tourism and Hospitality Management students to attend the Tourism and Lodging Association's Annual Conference to be held in Hershey, PA on Thursday and Friday, September 7th and 8th, 2006.

K. Facility Use Requests – profit making organizations (Policy 707) - none

L. Other Operations

1) **Motion to approve the 2006-2007 Erie County Technical School Student Handbook, as presented.**

2) **Motion to approve the 2006-2007 Erie County Technical School Student Handbook, as presented.**

11. Other Business

A. Motion to adopt Policy 237- Electronic Devices, as revised.

12. Supplemental Information

B. Board attendance report

C. Northwest Pennsylvania Regional Wide Area Network (WAN)

D. Narrative report to PDE- Pennsylvania Public Postsecondary Vocational Education accreditation

E. **Next meeting: September 28, 2006**

13. Adjournment