Erie County Technical School

Meeting Agenda

AVTS Operating Committee & ECTS Foundation Board of Directors

Thursday, January 25, 2007

Eagle's Nest

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

6:00 PM – Work Session

1. Review - Applications and Enrollments process-Lisa Sorensen and Aldo Jackson

2. Review-PSSA Results of ECTS Students-Aldo Jackson

7:00 PM - Regular Meeting

1. Call to Order
2. Moment of Reflection
3. Pledge of Allegiance

4. Motion to accept the appointment of Robert Boyd representing North East School District.

5. Roll Call: Rosendahl, Ogden, Heath, Bucksbee, Wood, Loftus, Sullivan, Boyd, Ring, Price, Duda

6. **Motion to accept the Minutes of the December 19, 2006 Meeting, as presented.**

7. Introduction of Guests

8. Correspondence
   - A. Erie County Department of Health-Certificate of Achievement in Food Service
   - B. PSBA- School Director Recognition Month- January 2007- *Creating Opportunity Inspiring Dreams*
   - C. SA Wagner Agency – letter regarding loss control recommendation for fire and smoke alarm system.
   - D. Letters of intent to retire per bargaining agreements: Donnell, Harpst, Heubel, Kalinowski, Palloto

9. Business—Paul Fritz
   - A. Report - Business Manager
   - **B. Motion to approve the following reports, payments and invoices:**
     - 1) Revenue and Expenditure Reports, as presented:
       - a) General Fund
       - b) Food Service Fund
       - c) Capital Reserve Fund
       - d) ECTS Foundation Report
       - e) Student Activities Report

2) Checks and Invoices, as presented:

   a) General Fund Checks and Invoices, as presented; $183,179.74

   b) Food Service Fund Checks and Invoices, as presented; $ 923.61

   c) Capital Reserve Fund Checks and Invoices, as presented; $ 0.00

   d) ECTS Foundation Checks and Invoices, as presented; $ 0.00

3) PNC/VISA procurement card payment, as presented; $ 39,756.15

4) Treasurer's Report, as presented

5) General Fund Budget Transfers, - none this month

E. Motion to approve the list of VISA procurement cardholders, as presented.

F. Motion to approve the following Service Providers per the IRS code section 403 (b) contributory retirement plans:

1) Cadaret, Grant & Company
2) Nationwide Life Insurance Company
3) Variable Annuity Life Insurance Company-American General Financial
4) Waddell & Reed
5) The Legend Group
6) MetLife Resources
7) Linsco/Private Ledger -LPL

10. Human and Quality Resources—Natalie Fatica

A. Report—Coordinator of Human and Quality Resources

1) Motion to approve the list of RCTC instructors for Term III at $25.00 per hour

11. Operations

A. Superintendent's Report - Sandra Myers-Union City Area School District

B. Director's Report— Aldo Jackson

C. Solicitor's Report—Timothy M. Sennett

D. High School Report— John Hansen

E. RCTC Report—Mary Ellen Camp

F. Facilities Manager's Report—Steven Sceiford

G. Technology Manager's Report—Jeff Smith

H. Instructional Support Services Report- Pat Holland and Jan 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 the ELC and EET students to Eriez Magnetics on Friday, February 2, 2007. The only cost to ECTS will be $175 to cover the use of a school bus.**

2) **Motion to approve a field trip and fund raiser for ten Cosmetology students to attend the International Hair Show in New York City from March 10-March 12, 2007. The only cost to ECTS will be one day of substitute pay.**

3) **Motion to approve a field trip to Career and Technical Education Week for three ECTS students at a cost which will be reimbursed by the state, except for $160.**

4) **Motion to approve a field trip for the ELC, EET, DDE, and FMT students to the Erie Civic Center for the Technology Expo on Wednesday, February 21, 2007.**

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

L. Other Operations

1) **Motion to approve the submission of *PDE-3074, Self-Certification application for non-reimbursable construction project* for: The installation and replacement of the 2 rooftop HVAC units for Auto Tech and Student Services per the attached completed form.**

2) **Motion to approve Wide Area Network (WAN) services agreement with IU5.**

12. Other Business

13. Supplemental Information

A. Board Attendance Report

B. Work Experience Report

C. High School Enrollment Report

D. Business Partnerships Contacts

E. Bryant & Stratton- articulation agreement

F. Statement of Financial Interests- 2006 – complete and return by May 1, 2007

G. **Next meeting: Thursday, February 22, 2007**

14. Adjournment