

Erie County Technical School

Meeting Agenda

AVTS Operating Committee & ECTS Foundation Board of Directors

Thursday, June 28, 2007

Eagle's Nest

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

6:00 PM – Work Session

1. Mr. Lewis Dove- Erie County History presentation
2. Dr. Aldo Jackson - 2006-07 Operations and Management Survey results review
3. Dr. Aldo Jackson – Strategic Plan – Action Plans review

7:00 PM - Regular Meeting

1. Call to Order
2. Moment of Reflection
3. Pledge of Allegiance
4. **Introduction of Andrew Foyle representing Fairview School District**, replacing Suzie Rosendahl who has resigned.

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

6. **Motion to accept the Minutes of the May 24, 2007 Meeting, as presented.**

7. Introduction of Guests
8. Correspondence – none this month

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:
 - General Fund
 - Food Service Fund
 - Capital Reserve Fund
 - ECTS Foundation Report
 - Student Activities Report
- 2) Checks and Invoices, as presented:
 - General Fund Checks, Wire transfers and Invoices, as presented; \$ 440, 429.48
 - Food Service Fund Checks and Invoices, as presented; \$ 345.04
 - Capital Reserve Fund Checks and Invoices, as presented; \$ 40,080.19
 - ECTS Foundation Checks and Invoices, as presented; \$ 3,330.00

- 3) PNC/VISA procurement card payment, as presented; \$ 41,028.61
- 4) Treasurer's Report, as presented: May 2007 summary
- 5) General Fund Budget Transfers (none this month)

C. Motion to approve the list of VISA procurement cardholders and spending limits for 2007-2008, as presented.

D. Motion to approve purchasing the insurance policies as proposed effective July 1, 2007 as listed:

- **Property, Liability, Auto: Wagner Giblin-PSBA \$52,389**
- **Worker Compensation: Wagner-Giblin-PSBA \$21,768**

10. Human and Quality Resources—Natalie Fatica

A. Report—Coordinator of Human and Quality Resources

- 1) **Motion to hire Susan Tatalone, as S-3 Secretary, Accounting and Administrative Assistant effective June 28, 2007 at the rate of \$12.06 per hour.**
- 2) **Motion to accept the resignation of Paul Brenneman, Drafting and Design Instructor, effective May 24, 2007 as requested (letter attached).**
- 3) **Motion to approve Jodi D'Antonio for curriculum development payment of \$560.00 (20 hours @ \$28 per hour).**
- 4) **Motion to approve the administrative salaries and merit lump sum payments for the 2007-2008 school year, as presented.**

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 or ratify student field trips and fund raising as presented: none**
- K. Facility Use Requests – profit making organizations (Policy 707) - **none**
- L. Other Operations

- 1) **Motion to approve the list of equipment and supplies as surplus and available for disposition, as presented.**
- 2) **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 and the Erie County Academy of Collegiate and Advanced Studies at a rent amount of \$32,000 from July 1, 2007 through June 30, 2008.**
- 3) **Motion to approve the second reading and adoption of Board Policy Manual revisions, as presented:**
 - Policy 001-Name and Classification
 - Policy 004-Membership
 - Policy 007-Distribution
 - Policy 008-Organizational Chart
 - Policy 228-Student Government
- 4) **Board Policy revisions- first reading- amended Chapter 12 regulations, as presented**
- 5) **Motion to approve the *revised* 2007-2008 School Calendar, as presented.**

12. Other Business

13. Supplemental Information

- A. Board Attendance Report
- B. Work Experience Report
- C. Cooperative Education Employer Requests
- D. **Next meeting: Thursday, July 26, 2007**

14. Adjournment