

Erie County Technical School

Meeting Minutes

AVTS Operating Committee & ECTS Foundation Board of Directors

Thursday, October 26, 2006

Eagle's Nest

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

6:00 PM – Work Session

- Mary Ellen Camp, RCTC Manager, presented a history and description of the services provided by the New Choices/New Options program and assisting was Britt Schumacher, Program Counselor. Current and former clients spoke briefly about their experiences with the program: Susan Tatalone, Darlene Crabtree, and Katrin Thompson.

Regular Meeting

Call to Order

Mr. Bucksbee, Chairperson, called the regular meeting to order at 7:00 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. David Rodgers	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	Absent
Mrs. Mary Ellen Camp, RCTC Manager	Present
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	Present

Minutes of September 28, 2006

Motion to accept the Minutes of the September 28, 2006 Meeting, as presented.

Moved by Mr. Ogden, with second by Mr. Duda.

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: Rosanne Gangemi-no comments

Correspondence

- Letter to Erie County Council regarding library facilities
 - Letter from Erie County Department of Health regarding facility inspection
 - Letter from PA Department of Corrections regarding donations from ECTS to SCI-Albion.
- (Copies of each filed with the official minutes)

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 \$ 163,220.13
- Food Service Checks and Invoices, as presented; \$ 1,321.50
- Capital Reserve Fund Checks and Invoices, as presented; \$ 0.0
- ECTS Foundation Checks and Invoices, as presented; \$ 0.0
- VISA purchasing card payment, as presented; \$77,858.66
- Treasurer's Report, as presented
- General Fund Budget Transfers, none

All above items moved by Mr. Wood, 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

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

Robert Suprynowicz - Tool and Die and Plastics Instructor

Motion to approve Robert Suprynowicz as Tool and Die and Plastics Instructor at Column A, Step 11 of the Professional Unit bargaining agreement at the salary of \$40,358 effective October 27, 2006 pending clearances.

Moved by Mr. Duda, with second by Mrs. Price.

The motion is approved with an all “ayes” voice vote.

RCTC Instructors for Term 2

Motion to approve RCTC Instructors for Term 2, as presented

Moved by Mr. Wood, with second by Mr. Duda.

The motion is approved with an all “ayes” voice vote.

(List of instructors is filed with the official minutes)

Donna Erdman, SkillsUSA advisor Robert Craft, NTHS advisor

Motion to employ Donna Erdman as advisor to SkillsUSA for \$1,000 and Robert Craft as advisor to the National Technical Honor Society for \$500 with payment according to the Professional Unit bargaining agreement.

Moved by Mr. Duda, with second by Mr. Ogden.

The motion is approved with an all “ayes” voice vote.

Operations

- Superintendent’s Report—Mrs. Sandra Myers, (Copy of report is filed with the official minutes)
- Director’s Report—Dr. Aldo Jackson, (Copy of report is filed with the official minutes)
- Solicitor’s Report—Mr. Timothy M. Sennett presented revised Policy 610-Purchases Subject to Bid for a first reading. The policy is revised to include the use of electronic bidding and competitive electronic auction bidding.
(Copy of Policy 610 is filed with the official minutes)
- 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, (Copy of report is filed with the official minutes)
- Technology Manager’s Report—Mr. Jeff Smith, (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 >400 miles (Polices: 331,431,531) - none

Student Field Trips and Fundraising (Policy 121)

PLA students to Plastek

Motion to approve a field trip for the PLA students to Plastek on Friday, October 27th, 2006. The only cost to ECTS will be \$175 to cover the use of a school bus,

And;

HEA students to Health Quest at Gannon University

Motion to approve a field trip for the HEA students to Health Quest at Gannon University on Friday, November 17th, 2006. The only cost to ECTS will be \$175 to cover the use of a school bus,

And;

CUA students to Max and Erma's and Old Country Buffet

Motion to approve a field trip for the CUA students to Max and Erma's and Old Country Buffet on Monday, May 7th, 2007. The only cost to ECTS will be \$175 to cover the use of a school bus.

All above field trip items moved by Mr. Wood, with second by Mr. Ring.
The motion is approved with an all "ayes" voice vote.

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

Other Operations

Snow plowing -JJ Wurst Landscaping Contractor

Motion to accept the snow plowing proposal from JJ Wurst Landscaping Contractor for the 2006-07 winter season for a total cost of \$10,875.00, billed in 5 monthly payments November through March.
Moved by Mr. Heath, with second by Mr. Ring.
The motion is approved with an all "ayes" voice vote.
(Copies of all proposals are filed with the official minutes)

Property and supplies declared as surplus

Motion to approve the list of property and supplies as surplus and available for disposition.
Moved by Mr. Ogden, with second by Mr. Duda.
The motion is approved with an all "ayes" voice vote.
(List filed with the official minutes)

Channellock- donation

Motion to accept a donation of tools, as listed, from Channellock for use by the students at ECTS.
Moved by Mr. Heath, with second by Mr. Ogden.
The motion is approved with an all "ayes" voice vote.
(List of donations is filed with the official minutes)

Other Business-none

Supplemental Information

- Board attendance report
- Work experience report
- Gannon-ECE agreement
- PDE-Personnel Profile
- High School enrollment report
(Copies of each filed with official minutes)
- Next meeting: TUESDAY - November 21, 2006

Adjournment

Moved by Mr. Duda with second by Mr. Ogden to adjourn the meeting.
Mr. Bucksbee, Chairperson, adjourned the meeting at 8:00 pm.

(Note: The administrative compensation committee met following the meeting).

Minutes prepared by,

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