

Erie County Technical School

Meeting Agenda

AVTS Operating Committee & ECTS Foundation Board of Directors

Thursday, September 28, 2006

Eagle's Nest

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

6:00 PM – Work Session

- 1. Technical Community College- discussion and update**
- 2. Executive session- personnel items**

7:00 PM - Regular Meeting

3. Call to Order
4. Moment of Reflection
5. Pledge of Allegiance
6. Roll Call: Rosendahl, Ogden, Heath, Bucksbee, Wood, Loftus, Sullivan, Rodgers, Ring, Price, Duda

7. Motion to accept the Minutes of the August 24, 2006 Meeting, as presented.

8. Introduction of Guests

9. Correspondence-

- A. American Design Drafting Association- ADDA curriculum certification
- B. Home Builders Institute-Residential Construction Academy Series
- C. PDE- Travel and Lodging Association conference
- D. PDE-approval of alternative rating system
- E. Knox McLaughlin Gornall & Sennett- land sale transaction complete

10. 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 \$ 84,413.23

- 7) Food Service Checks and Invoices, as presented; \$ 1,047.61
- 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; \$51,593.59
- 11) Treasurer's Report, as presented
- 12) General Fund Budget Transfers, none

11. Human and Quality Resources—Natalie Fatica

A. Report—Coordinator of Human and Quality Resources

- 1) **Motion to increase the pay rate for RCTC instructors from \$22.50 to \$25.00 per class hour**
- 2) **Motion to hire Donna Ralston-Smolko as RCTC secretary (S-3) at the rate of \$11.81 per hour.**
- 3) **Motion to accept resignation of Frank Paparelli effective November 2, 2006.**
- 4) **Motion to employ Jim Burek at the RCTC hourly pay rate as term I RCTC instructor.**
- 5) **Motion to hire Jeremiah Weaver as a substitute custodian at the rate of \$8.00 per hour beginning September 27, 2006.**
- 6) **Motion to place Ken Balsiger at Column C step 16 of the Professional Salary Schedule at the rate of \$45,406.00 effective for the 2006-2007 school year.**

12. 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 the Cosmetology students to Coventina Day Spa, Nature's Beauty Salon, Famous Hair, and Loeffler's Beauty Supply on Tuesday, October 3rd, 2006.**

- 2) **Motion to approve a field trip for forty Art and Design students to the Darwin Martin Complex in Buffalo, NY on Thursday, October 5th, 2006.**
- 3) **Motion to approve a field trip for the Tool and Die students to Accuride on Friday, October 6th, 2006.**
- 4) **Motion to approve a field trip for the Electrical Engineering, Facility Maintenance Technology, and Electronics students to the Northwest Rural Electric Coop on Tuesday, October 10th, 2006.**
- 5) **Motion to approve a field trip for the Drafting and Design students to an architectural firm and the Erie Bay front on Wednesday, October 11th, 2006.**
- 6) **Motion to approve a field trip for the Metal Fabrication students to Eriez Magnetics on April 13, 2007, and to the Bay front ship yard on March 30, 2007.**

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

L. Other Operations

- 1) **Motion to award the Cosmetology Furnishings bid purchase to Angelo's Beauty Supplies, Inc. of Erie, PA in the amount of \$38,675.00, per the bid specifications.**
- 2) **Motion to approve a contract with Strategy Solutions, Inc. for strategic planning facilitation in the amount of \$14,200.**

13. Other Business

- A. **Motion to authorize expending \$25,000 from the ECTS Foundation to support the continued development of the Technical Community College for Northwest Pennsylvania. Appropriate expenditures for this motion include a contract for project management and all customary expenses including travel, communication and supplies.**

B. Administrative Compensation Plan – meet and discuss

14. Supplemental Information

- A. Board attendance report
- B. Work experience report
- C. PDE Postsecondary application
- D. Equipment listing – grant application
- E. In-service agenda- 2006-2007
- F. Fall 2006 Performance checkups
- G. Strategy Solutions proposal – strategic plan
- H. High School enrollment report
- I. **Next meeting: October 26, 2006**

15. Adjournment

