



PROPOSED AGENDA ITEM

MEETING DATE: August 23, 2007

SUBJECT: Student financial aid services

INITIATED BY: Paul Fritz, Business Manager/ Mary Ellen Camp, RCTC Manager

DESCRIPTION:

A financial aid officer is needed in order to offer financial aid services to adult students attending ECTS/RCTC program classes. Alice Lyon works with several AVTS schools in the region performing these services and has worked for ECTS/RCTC previously.

RECOMMENDATION:

Motion to approve a financial aid services agreement with Alice Lyon, 474 Latonka Drive, Mercer, PA 16137 as follows:

1. Financial aid administrative services to RCTC
2. Financial aid counseling and application services to RCTC students
3. Contractual services rate of \$25.00 per billed hour effective August 1, 2007.