Erie County Technical School

Meeting Agenda

AVTS Operating Committee & ECTS Foundation Board of Directors

Thursday, July 26, 2007

Eagle's Nest

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

5:00 PM - Regular Meeting

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

Introduction of Rob McGahen representing Harbor Creek School District, replacing Jack Wood who has resigned.

4. Roll Call: Foyle, Ogden, Heath, Bucksbee, McGahen, Loftus, Sullivan, Boyd, Ring, Price, Duda

5. **Motion to accept the Minutes of the June 28, 2007 Meeting, as presented.**

6. Introduction of Guests
7. Correspondence – Jack Wood, Harbor Creek, resignation from Operating Committee

8. Business—Paul Fritz
   - A. Report - Business Manager
   - **B. Motion to approve the following reports, payments and invoices:**
     - 1) Revenue and Expenditure Reports, as presented:
       - o General Fund
       - o Food Service Fund
       - o Capital Reserve Fund
       - o ECTS Foundation Report
       - o Student Activities Report
     - 2) Checks and Invoices, as presented:
       - o General Fund Checks, Wire transfers and Invoices, as presented; $ **291,852.18**
       - o Food Service Fund Checks and Invoices, as presented; $ none
       - o Capital Reserve Fund Checks and Invoices, as presented; $ none
       - o ECTS Foundation Checks and Invoices, as presented; $ **2,460.00**
     - 3) PNC/VISA procurement card payment, as presented; $ **21,709.75**
     - 4) Treasurer's Report, as presented: June 2007 summary
     - 5) General Fund Budget Transfers (none this month)

9. Human and Quality Resources—Natalie Fatica

A. Report—Coordinator of Human and Quality Resources

1) **Motion to approve employing Mariea Sargent as Drafting and Design Instructor at a salary of $39,508, Column A, Step 9 effective July 1, 2007 according to the Professional Unit bargaining agreement.**

2) **Motion to approve the attached job description for Technology Technician.**

10. 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 - no report

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 Adopt Board Policy revisions- second reading- amended Chapter 12 regulations, as presented.**

2) **Motion to approve a lease agreement with Kubinski Business Systems, Inc. and DLL Leasing for a Minolta Bizhub C450 copier/printer/scanner at $348.00 per month for 48 months effective July 2007.**

3) **Motion to approve the 2007-08 service purchase contract with Sarah A Reed Children's Center, as presented.**

4) **Motion to adopt the list of textbooks to use beginning with the 2007-08 school year, as presented.**

11. Other Business

12. Supplemental Information

    A. Board Attendance Report

    B. Chapter 339 Correction Plan and letter

    C. Strategic Action Plan with costs

    D. **Next meeting: Thursday, August 23, 2007**

13. Adjournment

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