Erie County Technical School
Meeting Minutes

Operating Committee

Thursday, March 27, 2008

Eagle's Nest

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

6:00 PM – Work Session

- Mr. Bucksbee called for an Executive Session of the Operating Committee from 6:00 pm to 6:40 pm to discuss Professional contract negotiations.
- Networking Technology – Phylis Zimmermann, Instructor, gave a presentation in the lab classroom.

Regular Meeting

Mr. Bucksbee, Chairperson, called the meeting to order at 7:00 pm

Moment of Reflection
Pledge of Allegiance

Roll Call

Paul Fritz, Secretary, called the roll:

Committee members:	District:	Present	Absent
Mr. Andrew Foyle	Fairview	x	
Mr. John Ogden	Fort LeBoeuf	x	
Mr. Robert Heath	Girard		x
Mr. James Bucksbee	General McLane	x	
Mrs. Barbara Gainer	Harbor Creek	x	
Mr. William Kaliszewski	Iroquois		x
Mr. Terry Scutella	Millcreek		x
Mrs. Maryann Frontino	North East	x	
Mr. Sam Ring	Northwestern		x
Mrs. Loretta Price	Union City		x
Mr. Eric Duda	Wattsburg	x	

Administration:	Position	Present	Absent
Mrs. Sandra Myers	Superintendent of Record, UCASD	x	
Dr. Aldo Jackson	Director	x	
Mr. Timothy Wachter	Solicitor	x	
Mr. John Hansen	Principal		x
Mr. Paul Fritz	Business Manager & Board Secretary	x	
Ms. Natalie Fatica	Human & Quality Resources Coord.	x	
Mrs. Mary Ellen Camp	RCTC Manager	x	
Mr. Steve Sceiford	Facilities Manager		x
Mr. Jeff Smith	Technology Manager	x	
Mrs. Janet Kennerknecht	Supervisor of Student Services	x	

Minutes of February 28, 2008

Motion to accept the Minutes of the February 28, 2007 meeting, as presented.
Moved by Mr. Ogden, with second by Mr. Foyle.
The minutes are approved, as presented, with an all "ayes" voice vote.
(Copy is filed with the official minutes)

Guest and Comments

Guests signed in and present: Rosanne Gangemi, Charlie Lytle, Elaine Shaffer, Patty Palo, Jacob Palo, Bill Lowry, and Mariea Sargent. No comments.

Correspondence

- Note from Susan Sullivan (copy 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:

- Revenue and Expenditure Reports, as presented:
  - General Fund
  - Food Service Fund
  - Capital Reserve Fund
  - Student Activities Report
- Checks and Invoices, as presented:
  - General Fund Checks, Wire transfers and Invoices, as presented; $ 523,092.91
  - Food Service Fund Checks and Invoices, as presented; $ 887.19
  - Capital Reserve Fund Checks and Invoices, as presented; **$** 0.00
- PNC/VISA procurement card payment, as presented; $ 51,806.10
- Treasurer's Report, as presented: February 2008 summary
- General Fund Budget transfers, none this month.

All above items moved by Mrs. Frontino, with second by Mr. Foyle
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 Services

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

Mario Diplacido - RCTC Instructor

Motion to approve Mario Diplacido as RCTC Instructor for Term IV, **And**

William Pavolko - substitute instructor

Motion to approve William Pavolko as the substitute instructor in Facilities Engineering Technology at $200 per day on or before April 14, 2008.

Moved by Mrs. Frontino, with second by Mr. Foyle
The motions are approved with an all "ayes" voice vote.

Operations

Administrative Reports

- Superintendent's Report - Sandra Myers-Union City Area School District
- Directors Report— Aldo Jackson
- Solicitor's Report—Timothy Wachter.

  - Memorandum of understanding-Continuation of Operations Plan

Mr. Wachter reviewed a draft memorandum of understanding between the Operating Committee and the County of Erie providing for the Court of Common Pleas to operate at the Skill Center Building in the event of any natural or man-made emergency that would interrupt the normal operations of the Courts at the Erie County Courthouse. After discussion the committee members felt that the draft should be modified to include an expiration date after three years at which time the memorandum would be reviewed again at the County's discretion.

Memorandum of understanding- County of Erie

Motion to approve the Memorandum of understanding-Continuation of Operations Plan with County of Erie, with the modification to include a three year expiration date if agreeable by the County Executive.
Moved by Mr. Ogden with second by Mr. Foyle
The motion is approved with an all "ayes" voice vote.
(Copy of the memorandum is filed with the official minutes)
(Note: the County Executive agreed to the modification)

  - Mr. Wachter also reported that the land sale is progressing to the closing.

- High School Report— John Hansen (presented by Aldo Jackson)
- RCTC Report—Mary Ellen Camp
- Facilities Manager's Report—Steven Sceiford (presented by Aldo Jackson)
- Technology Manager's Report—Jeff Smith
- Instructional Support Services Report- Pat Holland and Jan Kennerknecht
  (Copies of all reports are filed with the official minutes)

Staff Travel >400 miles (Polices: 331,431,531)- none

Student Field Trips and Fundraising (Policy 121)

Motion to approve or ratify student field trips and fund raising as presented:

Chaperones to Las Vegas- DDE

Motion to approve Patty Palo and Jerry Sargent, pending all clearance approvals, as chaperones for a field trip for ten Drafting and Design students to Las Vegas, NV from Thursday, May 8, 2008 through Sunday, May 11, 2008, **and**

Rotary leadership – McKeever Center

Motion to approve attendance for Tim Mientkiewicz and seven ECTS students at a leadership conference which was held at the McKeever Learning Center on Sunday, March 9th and Monday, March 10, 2008. The only cost to ECTS will be the cost of a substitute for March 8, 2008 and mileage reimbursement for transportation, **and**

Snap-Tite- TDI

Motion to approve a field trip for the Tool and Die students to Snap-Tite on Friday, April 25th, 2008. The only cost to ECTS will be $150 to cover the use of a school bus.

All items moved by Mr. Ogden with second by Mr. Foyle
The motion is approved with an all "ayes" voice vote.

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

Other Operations – none

Other Business - none

Supplemental Information

- Board Attendance Report
- High School Enrollment Report
- Work Experience Report
- Business Contacts Report
  (Copy of each is filed with the official minutes)

- Next meeting: **Thursday, April 24, 2008**

Adjournment – Operating Committee meeting
Moved by Mr. Ogden, with second by Mr. Duda to adjourn the meeting.
Mr. Bucksbee, Chairperson, adjourned the meeting at 7:40 pm.

Minutes prepared by,

Paul D. Fritz, Secretary
Erie County Technical School

Erie County Technical School Foundation- Board of Directors
Meeting Minutes
Thursday, March 27, 2008
Eagle's Nest
Erie County Technical School, 8500 Oliver Road, Erie, PA 16509

Mr. Bucksbee, President, called the meeting to order at 7:40 pm

Roll Call

Paul Fritz, Secretary, called the roll:

Board members:	District:	Present	Absent
Mr. Andrew Foyle	Fairview	x	
Mr. John Ogden	Fort LeBoeuf	x	
Mr. Robert Heath	Girard		x
Mr. James Bucksbee	General McLane	x	
Mrs. Barbara Gainer	Harbor Creek	x	
Mr. William Kaliszewski	Iroquois		x
Mr. Terry Scutella	Millcreek		x
Mrs. Maryann Frontino	North East	x	
Mr. Sam Ring	Northwestern		x
Mrs. Loretta Price	Union City		x
Mr. Eric Duda	Wattsburg	x	

Minutes of February 28, 2007

Motion to accept the Minutes of the February 28, 2007 Meeting, as presented
Moved by Mr. Ogden, with second by Mr. Foyle
Motion is approved with an all "ayes" voice vote.

Correspondence- none

Business

Financial reports, payments and invoices

Motion to approve the following reports, payments and invoices:

ECTS Foundation Revenue and Expenditure Report
ECTS Foundation Checks and Invoices, as presented; $ 0.00
Treasurer's Report, as presented: February 2008

Moved by Mr. Duda, with second by Mrs. Gainer
The motion is approved with an all "ayes" voice vote.
(Copies of reports and payment lists are filed with the official minutes)

Other Business

- The Board discussed a request from Drafting and Design instructor Mariea Sargent for $3,000 for a field trip to Nevada that was previously approved by the ECTS Operating Committee.

Drafting and Design trip to Las Vegas

Motion to approve payment for the Drafting and Design trip to Las Vegas in May 2008 up to $3,000 as needed to supplement fund raising.
Moved by Mr. Duda, with second by Mrs. Gainer
The motion is approved with an all "ayes" voice vote.

- Mr. Bucksbee agreed to serve on the ECTS/AFT Scholarship selection committee

Other Information-none

Adjournment

Moved by Mr. Ogden, with second by Mr. Duda to adjourn the meeting.
Mr. Bucksbee, President, adjourned the meeting at 7:50 pm.

Minutes prepared by,

Paul D. Fritz, Secretary
Erie County Technical School Foundation