

Erie County Technical School

Meeting Agenda

Operating Committee

Thursday, May 22, 2008

Eagle's Nest

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

6:00 PM – Work Session

1. Executive Session
 - A. Dismissal hearing- Classified Unit employee
 - B. Professional contract negotiations update
2. Drafting & Design- Nevada/Arizona trip review - Mariea Sargent, Instructor

7:00 PM - Regular Meeting

1. Call to Order
 - A. Moment of Reflection
 - B. Pledge of Allegiance
 - C. **Roll Call:** Foyle, Ogden, Heath, Bucksbee, Gainer, Kaliszewski, Scutella, Frontino, Ring, Price, Duda

2. **Motion to accept the Minutes of the April 24, 2008 Meeting as presented.**

3. Introduction of Guests

4. Correspondence - none

5. Business—Paul Fritz

- A. Report - Business Manager

- B. **Motion to approve the following reports, payments and invoices:**

1. Revenue and Expenditure Reports, as presented:

- a) General Fund
 - b) Food Service Fund
 - c) Capital Reserve Fund
 - d) Student Activities Report

2. Checks and Invoices, as presented:

- a) General Fund Checks, Wire transfers and Invoices, as presented; \$ 484,256.82
 - b) Food Service Fund Checks and Invoices, as presented; \$ 836.48
 - c) Capital Reserve Fund Checks and Invoices, as presented; \$ 0.00

3. PNC/VISA procurement card payment, as presented; \$ 35,221.16

4. Treasurer's Report, as presented: April 2008 summary

5. General Fund Budget transfers (none)

- C. **Motion to approve PNC Bank and PSDLAF and PLGIT as depositories of school funds for 2008-09.**

- D. **Motion to designate Erie Times News as newspaper of general circulation for 2008-09.**

- E. **Motion to purchase public official bonds for the Secretary and Treasurer for school year 2008-09 in the amount of \$50,000 each.**

- F. **Motion to nominate and then elect a Treasurer for a one year term beginning July 2008.**

6. Human and Quality Resources—Natalie Fatica

- A. Report—Coordinator of Human and Quality Resources
- B. **Motion to appoint Larry Kessler, Superintendent of the Fairview School District, as the Superintendent of Record for the 2008-09 school year, July 1, 2008 through June 30, 2009, and to be compensated \$3,000.**
- C. **Motion to dismiss classified unit employee (name to be provided at meeting).**
- D. **Motion to employ Tiffany Neely as an S-2 Secretary in RCTC per the Classified Unit contract, effective on or after June 1, 2008 at the current probationary hourly rate of \$14.25.**
- E. **Motion to approve the list of ECTS staff for summer curriculum development hours completed to be paid at the contractual hourly rate, as presented.**

7. Operations

- A. Administrative Reports
 - 1. Superintendent's Report - Sandra Myers-Union City Area School District
 - 2. Director's Report— Aldo Jackson
 - 3. Solicitor's Report—Timothy Sennett
 - 4. High School Report— John Hansen
 - 5. RCTC Report—Mary Ellen Camp
 - 6. Facilities Manager's Report—Steven Sceiford
 - 7. Technology Manager's Report—Jeff Smith
 - 8. Instructional Support Services Report- Pat Holland and Jan Kennerknecht
- B. Staff Travel >400 miles (Polices: 331,431,531)
 - 1. **Motion to approve Paul Fritz, Business Manager, to attend the ASBO annual conference in Denver, Co November 7-10, 2008.**
- C. Student Field Trips and Fundraising (Policy 121) - **NONE**
- D. Facility Use Requests – profit making organizations (Policy 707)- **NONE**
- E. Other Operations
 - 1. **Motion to adopt revised Policy 804-School Day –Administrative Procedure (2nd reading)**
 - 2. **Motion to adopt the response and corrective action plan to the Performance Audit Report issued by the Office of the Auditor General for the years ended June 30, 2006 and 2005 and in certain areas extending beyond June 30, 2006, as presented.**

8. Other Business

9. Supplemental Information

- A. Board Attendance Report
- B. High School Enrollment Report
- C. Enrollment Review – Admissions Analysis 2008-09
- D. Work Experience Report
- E. Business Contacts Report
- F. Equipment additions report
- G. Pennsylvania's Spirit of Hospitality 2008 Awards Program-Robert Craft-Teacher of the Year
- H. Next meeting: **Thursday, June 26, 2008**

10. Adjournment – Operating Committee meeting

**Erie County Technical School Foundation- Board of Directors
Meeting Agenda**

Thursday, May 22, 2008

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1. Call to Order

A. Roll Call: Foyle, Ogden, Heath, Bucksbee, Gainer, Kaliszewski, Scutella, Frontino, Ring, Price, Duda

2. Motion to accept the Minutes of the April 24, 2007 Meeting, as presented

3. Correspondence

4. Motion to approve the following reports, payments and invoices:

- A. ECTS Foundation Revenue and Expenditure Report
- B. ECTS Foundation Checks and Invoices, as presented; \$ 0.00
- C. Treasurer's Report, as presented: April 2008

5. Other Business

- A. Foundation scholarship award
- B. National Technical Honor Society - funding request

6. Other Information

7. Adjournment