

**Erie County Technical School
Meeting Agenda**

AVTS Operating Committee and
ECTS Foundation Board of Directors

Tuesday, November 20, 2007

Eagle's Nest

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

6:00 PM - Regular Meeting

1. Call to Order

- A. Moment of Reflection
- B. Pledge of Allegiance
- C. **Roll Call:** Foyle, Ogden, Heath, Bucksbee, McGahen, Loftus, Sullivan, Frontino, Ring, Price, Duda

2. Motion to accept the Minutes of the October 25, 2007 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) ECTS Foundation Report
 - e) Student Activities Report
 - 2. Checks and Invoices, as presented:
 - a) General Fund Checks, Wire transfers and Invoices, as presented; **\$ 481,508.48**
 - b) Food Service Fund Checks and Invoices, as presented; **\$ 1,868.73**
 - c) Capital Reserve Fund Checks and Invoices, as presented; **\$ 12,500.00**
 - d) ECTS Foundation Checks and Invoices, as presented; **\$ 0.00**
 - 3. PNC/VISA procurement card payment, as presented; **\$ 68,036.46**
 - 4. Treasurer's Report, as presented: October 2007 summary
 - 5. General Fund Budget transfers , none this month.
- C. **Motion to approve the additional VISA procurement cardholders and spending limits for 2007-2008 for Andrew Hough and William Donnell, as presented.**

6. Human and Quality Resources—Natalie Fatica

- A. Report—Coordinator of Human and Quality Resources
- B. **Motion to grant regular employment status to Mark Milford, a C-2 Custodian, effective October 1, 2007 with a rate of \$12.58.**

7. Operations

- A. Administrative Reports
 - 1. Superintendent's Report - Sandra Myers-Union City Area School District
 - 2. Directors Report— Aldo Jackson
 - 3. Solicitor's Report—Timothy M. 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) - none
- C. Student Field Trips and Fundraising (Policy 121)
 - 1. **Motion to approve or ratify student field trips and fund raising as presented**
 - a) Field trip for the PM Graphic Arts students to Thomas Lee Printing Company on Thursday, December 13, 2007. The cost to ECTS is \$150 for a school bus.
 - b) Field trip for the Metal Fabrication students to travel to Rogers Brothers on Friday, April 4, 2008. The cost to ECTS is transportation.
 - c) Field trip for forty-eight advanced Electronics, Drafting and Design, and Art and Design students to travel to the Carnegie Art Museum and Science Center in Pittsburgh on Friday, December 7, 2007. The cost to ECTS is \$300 toward transportation for the day.
- D. Facility Use Requests – profit making organizations (Policy 707) - **none**
- E. Other Operations
 - 1. **Motion to approve the bid proposal from Allegheny Educational Systems, Inc. for the purchase of a 3-Dimensional Printer package in the amount of \$29,975.00, as specified.**

8. Other Business

- A. **Motion to establish the Erie County Technical School Fund at the Erie Community Foundation, 127 West 6th St, Erie, PA with a transfer from The Erie County Technical School Foundation of \$200,000 on December 28, 2007. An annual withdrawal of the fund of 5% is authorized and withdrawals in excess of 5% will require a positive 2/3 vote of eight (8) Joint Operating Committee members.**

9. Supplemental Information

- A. Board Attendance Report
- B. High School Enrollment Report
- C. Work Experience Report
- D. Business Contacts Report
- E. SRI Quality System Registrar - Surveillance Audit No. 6
- F. Next meeting: **Tuesday, December 18, 2007**

10. Adjournment