



PROPOSED AGENDA ITEM

MEETING DATE: November 20, 2007

SUBJECT: VISA procurement card user approval

INITIATED BY: Paul Fritz, Business Manager

DESCRIPTION:

JOC approval of the VISA procurement card holders is required by ECTS Policy 625-Procurement Cards.

Hough	10-2818-618	Information Systems-		
		supplies	2,500	D
Donnell	10-2600-626	Maintenance		
		supplies/gas/diesel	2,500	D

RECOMMENDATION:

Motion to approve the additional VISA procurement cardholders and spending limits for 2007-2008 for Andrew Hough and William Donnell, as presented.

ERIE COUNTY TECHNICAL SCHOOL

Card Holder	Default Account Allocation	07-08 card limit
		Monthly Limit
Camp	2380-610-100-40	Admin- RCTC - supplies 10,000 B
DiPlacido	1442-610	CAEP- supplies 2,500 B
Fatica	2830-610	HQR- supplies 10,000 B
Fritz	2500-610	Business - supplies 50,000 B
Hansen	2380-610	Principal-supplies 10,000 B
Harpst	2380-610	Principal- supplies 2,500 B
Heubel	2122-610-000-00-000-004	Pupil Personnel- supplies-office 2,500 B
Hodas	1442-610	Alternative Education -supplies 2,500 B
Holland	1380-610-000-00-000-294	Instructional support-supplies 10,000 B
Jackson	2360-610	Director- supplies 10,000 B
Kalinowski	1610-610-100-40	RCTC supplies 10,000 B
Kennerknecht	2260-610	Curriculum Development- staff dev 10,000 B
Lasher	2122-610	Pupil Personnel - supplies 2,500 B
Palloto	10-0133	Due from Food Service 15,000 B
Sceiford	2600-610	Maintenance-supplies 15,000 B
Schumacher	2122-610-260-40	Pupil Personnel - NC NO - supplies 2,500 B
Smith	2818-618	Technology -supplies 10,000 B
		Annual Limit
Balsiger	1380-610-000-00-000-270	Auto Body-supplies 10,000 D
Brockman	1380-000-00-000-000-271	Auto Tech- supplies 6,500 D
Carr	1390-610	Professional Standards 2,000 D
Craft	1320-610	Hospitality and Tourism supplies 5,000 D
Cyphert	1380-610-000-00-000-279	Metal Fabrication- supplies 12,000 D
Erdman	1341-610	Child Care-Supplies 10,000 D
Grossman	1342-610	Culinary Arts-supplies 5,000 D
Hamilton	1390-610	Math supplies 1,000 D
Hewitt	1370-610-000-00-000-261	Computer Programming-supplies 5,000 D
Hofmeister	1380-610-000-00-000-275	Electrical Engineering-supplies 6,500 D
Lucarotti	1380-610-000-00-000-273	Cosmetology-supplies 12,000 D
Lytle	1380-610-000-00-000-272	Construction Trades-supplies 7,000 D
Massello	1380-610-000-00-000-278	Facility Engineering-supplies 9,000 D
Matthews	1380-610-000-00-000-265	Commercial Art-supplies 9,000 D
Michalak	1380-000-00-000-000-271	Auto-Tech-supplies 6,500 D
Mientkiewicz	1370-610-000-00-000-263	Electronics-supplies 4,000 D
Oakes	1342-610	Culinary Arts-supplies 5,000 D
Palo	2122-610	Pupil Personnel-Guidance-supplies 4,000 D
Salorino	1380-610-000-00-000-266	Graphics-supplies 8,000 D
Sargent	1370-610-000-00-000-262	Drafting-supplies 3,500 D
Shaffer	2600-626	School Car - gasoline purchases 3,500 D
Sorensen	10-2122-610	Recruiting supplies 5,000 D
States	1330-610	Health Assistant-supplies 4,500 D
Suprynowicz	1380-610-000-00-000-276	Plastics- supplies 10,000 D
Yanosko	1380-610-000-00-000-272	Construction Trades-supplies 7,000 D
Zimmermann	1370-610-000-00-000-264	Networking -supplies 5,000 D
Hough	10-2818-618	Information Systems- supplies 2,500 D
Donnell	10-2600-626	Maintenance supplies/gas/diesel 2,500 D