

Erie County Technical School

Meeting Agenda

AVTS Operating Committee and
ECTS Foundation Board of Directors

Thursday, October 25, 2007

Eagle's Nest

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

6:00 PM – Work Session

1. Presentation - Erie Community Foundation – Michael Batchelor, President
 - A. Transfer of ECTS Foundation funds to ECF
2. National Crime Prevention Center- survey results- Aldo Jackson

7:00 PM - Regular Meeting

1. Call to Order
 - A. Moment of Reflection
 - B. Pledge of Allegiance
 - C. Introduction of Maryann Frontino, representing North East School District
 - D. **Roll Call:** Foyle, Ogden, Heath, Bucksbee, McGahen, Loftus, Sullivan, Frontino, Ring, Price, Duda

2. **Motion to accept the Minutes of the September 27, 2007 Meeting, as presented**

3. Introduction of Guests

4. Correspondence

- A. North East School District JOC appointments

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; **\$ 499,089.53**
 - b) Food Service Fund Checks and Invoices, as presented; **\$ 1,770.82**
 - c) Capital Reserve Fund Checks and Invoices, as presented; **\$ 0.00**
 - d) ECTS Foundation Checks and Invoices, as presented; **\$ 0.00**
 3. PNC/VISA procurement card payment, as presented; **\$ 64,638.37**
 4. Treasurer's Report, as presented: August 2007 summary
 5. General Fund Budget Transfers , as presented

6. Human and Quality Resources—Natalie Fatica

- A. Report—Coordinator of Human and Quality Resources
- B. RCTC – S-3 secretary – (details to be provided later)
- C. RCTC and Business Office – S-2 secretary – (details to be provided later)

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)
 - 1. **Motion to approve the travel request for Aldo Jackson to attend the 2007 ACTE Annual Convention in Las Vegas, Nevada from December 12 to 15, 2007.**
- 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 Early Childhood Education students to travel to the Riverside Inn on Friday, April 25, 2008, to attend a "Celebrate the Family" conference.
 - b) Field trip for the P M DDE and ADS students to the Erie Historical Museum on Friday, November 2, 2007.
 - c) Field trip for the Cosmetology students to travel to various Beauty Salons on Monday, January 7, 2008.
- D. Facility Use Requests – profit making organizations (Policy 707) - **none**
- E. Other Operations
 - 1. **Motion to approve the bid proposal from Perseo-Erie (HURCO) for two (2) CNC Mills with optional Cat 40 tool package, and two (2) CNC lathes with optional programmable tailstock for a total price of \$161,550.00 as proposed and as specified.**
 - 2. **Motion to approve the lease agreement between ECTS and several school districts for space at the Skill Center Building for operation of the Erie County Special Education Transition Center, beginning September 1, 2008 for an initial period of three years until August 31, 2011, as presented.**

8. Other Business

9. Supplemental Information

- A. Board Attendance Report
- B. High School Enrollment Report
- C. Work Experience Report
- D. Business Contacts Report
- E. National Crime Prevention Center - safety survey results
- F. Next meeting: **Tuesday, November 20, 2007**

10. Adjournment