

ERIE COUNTY TECHNICAL SCHOOL

PROPOSED AGENDA ITEM

DATE: October 25, 2007

SUBJECT: Accounting and Administrative Assistant (S-2)

CATEGORY: Operations: Policy: Information: Personnel: X

INITIATED BY: Natalie Fatica, Coordinator of Human and Quality Resources

DESCRIPTION:

In order to serve the needs of The Erie County Technical School including the new Act 114 fingerprinting requirement Administration recommends changing the status of Ms. Susan Tatalone from S-3 to S-2. Susan will support the Business Office days and the RCTC office evenings.

RECOMMENDATION:

Motion to change the classification of Susan Tatalone from S-3 to S-2 at the rate of \$14.50 per hour beginning on October 26, 2006, per the bargaining unit agreement.