Erie County Technical School

PROPOSED AGENDA ITEM

MEETING DATE: August 28, 2008

SUBJECT: VISA procurement card- Principal

DESCRIPTION:

Policy 625-Procurement Cards authorize the use of procurement cards for permissible purchases and vendor payments according to the user agreement rules and practices.

Card to be issued to Principal-Joseph Tarasovitch- with a monthly spending limit of $10,000.

RECOMMENDATION:

Motion to approve issuance of a VISA procurement card to Joseph Tarasovitch, Principal, as permitted by policy and procedure, with a $10,000 monthly spending limit.

	Card Holder	Default Account Allocation		08-09 card limit	
				Monthly Limit	
1	Camp	2380-610-100-40	Admin- RCTC - supplies	10,000	B
2	DiPlacido	1442-610	CAEP- supplies	2,500	B
3	Donnell	2600-626	Maintenance supplies/gas/diesel	2,500	B
4	Fatica	2830-610	HQR- supplies	10,000	B
5	Fritz	2500-610	Business - supplies	50,000	B
6	**Tarasovitch**	**2380-610**	**Principal-supplies**	**10,000**	**B**
7	Harpst	2380-610	Principal- supplies	2,500	B
8	Heubel	2122-610-000-00-000-004	Pupil Personnel- supplies-office	2,500	B
9	Hodas	1442-610	Alternative Education -supplies	2,500	B
10	Holland	1380-610-000-00-000-294	Instructional support-supplies	10,000	B
11	Hough	10-2818-618	Information Systems- supplies	2,500	B
12	Jackson	2360-610	Director- supplies	10,000	B
13	Kalinowski	1610-610-100-40	RCTC supplies	10,000	B
14	Kennerknecht	2260-610	Curriculum Development- staff dev supplies	15,000	B
15	Lasher	2122-610	Pupil Personnel - supplies	2,500	B
16	Palloto	10-0133	Due from Food Service	20,000	B
17	Sceiford	2600-610	Maintenance-supplies	25,000	B
18	Schumacher	2122-610-260-40	Pupil Personnel - NC NO - supplies	2,500	B
19	Smith	2818-618	Technology -supplies	10,000	B
				Annual Limit	
20	Balsiger	1380-610-000-00-000-270	Auto Body-supplies	10,000	D
21	Brockman	1380-000-00-000-000-271	Auto Tech- supplies	6,500	D
22	Carr	1390-610	Professional Standards	2,000	D
23	Craft	1320-610	Hospitality and Tourism supplies	8,000	D
24	Cyphert	1380-610-000-00-000-279	Metal Fabrication- supplies	13,000	D
25	Erdman	1341-610	Child Care-Supplies	10,000	D
26	Grossman	10-0133	Due from Food Service	5,000	D
27	Hamilton	1390-610	Math supplies	1,000	D
28	Hewitt	1370-610-000-00-000-261	Computer Programming-supplies	5,400	D
29	Hofmeister	1380-610-000-00-000-275	Electrical Engineering-supplies	8,300	D
30	Lucarotti	1380-610-000-00-000-273	Cosmetology-supplies	18,000	D
31	Lytle	1380-610-000-00-000-272	Construction Trades-supplies	7,500	D
32	Massello	1380-610-000-00-000-278	Facility Engineering-supplies	7,000	D
33	Matthews	1380-610-000-00-000-265	Commercial Art-supplies	9,000	D
34	Michalak	1380-000-00-000-000-271	Auto-Tech-supplies	6,500	D
35	Mientkiewicz	1370-610-000-00-000-263	Electronics-supplies	4,000	D
36	Oakes	10-0133	Due from Food Service	5,000	D
37	Palo	2122-610	Pupil Personnel-Guidance-supplies	4,000	D
38	Salorino	1380-610-000-00-000-266	Graphics-supplies	10,000	D
39	Sargent	1370-610-000-00-000-262	Drafting-supplies	4,000	D
40	Shaffer	2600-626	School Car - gasoline purchases	4,000	D
41	Sorensen	2122-610	Recruiting supplies	5,000	D
42	States	1330-610	Health Assistant-supplies	8,000	D
43	Suprynowicz	1380-610-000-00-000-276	Plastics- supplies	6,000	D
44	Yanosko	1380-610-000-00-000-272	Construction Trades-supplies	7,500	D
45	Zimmermann	1370-610-000-00-000-264	Networking -supplies	5,000	D
46	Erdman	10-0132	Due from SkillsUSA	25,000	D