

**Erie County Technical School
Joint Operating Committee - Meeting Agenda**

Eagle's Nest
Erie County Technical School, 8500 Oliver Road, Erie, PA 16509
Thursday, April 23, 2009

6:00 PM - Work Session

1. Community College report- Judith Fagin - Rethink Erie
2. Drafting & Design- Mariea Sargent - Instructor

7:00 PM – Regular Meeting

3. Call to Order
 - A. Moment of Reflection
 - B. Pledge of Allegiance
 - C. **Roll Call:** Foyle, Ogden, Heath, Bucksbee, Gainer, Kaliszewski, Scutella, Rodgers, Ring, Price, Duda
4. **Motion to accept the Minutes of the March 26, 2009 Meeting as presented.**
5. Introduction of Guests
6. Correspondence
 - A. NATEF- Collision Repair recertification and applied academics recognition
 - B. Auditor General- audit review conference April 27, 2009
 - C. The Erie Community Foundation- income available notice
7. Business—Paul Fritz
 - D. Report - Business Manager
 - E. **Motion to approve the following reports, payments and invoices:**
 1. Revenue and Expenditure Reports, as presented: March 31, 2009
 - a) General Fund
 - b) Food Service Fund
 - c) Capital Reserve Fund
 - d) Student Activities Report
 2. Checks and Invoices, as presented:
 - a) General Fund Checks, Wires and Invoices, as presented; \$ 547,716.67
 - b) Food Service Fund Checks and Invoices, as presented; \$ 1,257.66
 - c) Capital Reserve Fund Checks and Invoices, as presented; \$ 0.00
 - d) Student Activity Fund Checks and Invoices, as presented; \$ 344.00
 3. PNC/VISA procurement card purchases and payment, as presented; \$ 51,678.03
 4. Treasurer's Report, as presented: March 2009 summary
 5. General Fund Budget transfers-as presented

8. Human and Quality Resources

- A. Report – Natalie Fatica
- B. **Motion to approve ECTS staff for summer curriculum development payment and AYES supervision of students as listed**
- C. **Motion to employ Charmaine Rohan at the rate of \$25.00 per hour as an RCTC instructor**
- D. **Motion to approve Transition Center Job Descriptions, as presented:**
 - 1. Special Education teacher- Professional Unit
 - 2. Paraprofessional- Classified Unit – SAA-2 (part time)

9. Operations

- A. Administrative Reports
 - 1. Superintendent's Report – Larry Kessler
 - 2. Director's Report— Aldo Jackson
 - 3. Solicitor's Report—Timothy Sennett
 - 4. High School Report- Joe Tarasovitch
 - 5. RCTC Report—Mary Ellen Camp
 - 6. Facility Report—Steven Sceiford
 - 7. Technology 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 (Policies 121, 229)
 - 1. **Motion to approve student field trips and fundraising activities as requested:**
 - a) **FMT-** field trip to Zurn Specifications Drainage, Erie, PA - demonstration of PEX tubing, PM session, cost of the bus (\$150)(date to be determined)
 - b) **COS-** field trip to Cleveland OH, Convention Center for hair show, 5/4/09, bus cost \$700
 - c) **CIS-** field trip to Dickinson College, Carlisle, PA, 5/18/09-5/19/09, State Competition, Cost \$500
 - d) **DDE-** field trip to Cedar Point Math & Science week, 5/18/09, cost of bus (\$800)
 - e) **DDE-** fundraiser- t-shirt sale to offset Cedar Point field trip

D. Facility Use Requests – profit making organizations (Policy 707) – **None**

E. Other Operations

1. Motion to accept a donation of junction boxes from Cody Associates, Inc.

10. Other Business – **None**

11. Supplemental Information

A. Board Attendance Report

B. High School Enrollment Report

C. Business Partnership Contacts Report

D. Work Experience Report

E. Student Attendance and Honor Roll List by District

F. Next meeting: **Thursday, May 28, 2009**

12. Adjournment – Operating Committee meeting