Erie County Technical School

Meeting Agenda

Operating Committee

Tuesday, December 16, 2008

Eagle's Nest

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

6:00 PM - Organizational Meeting

1. Temporary Chairperson-Solicitor acts as Temporary Chairperson
2. Call to Order
3. Moment of Reflection
4. Pledge of Allegiance

5. Motion to accept the following list of district appointed committee members for their terms per the Articles of Agreement:
   A. **John Ogden, Fort LeBoeuf:** 3 year term 2008-2011
   B. **Robert Heath, Girard**: 3 year term 2008-2011
   C. **Barbara Gainer, Harbor Creek**: 3 year term 2008-2011
   D. **William Kaliszewski, Iroquois**: 3 year term 2008-2011

6. Roll Call:
   Foyle, Ogden, Heath, Bucksbee, Gainer, Kaliszewski, Scutella, Rodgers, Ring, Price, Duda

7. Call for nominations and election of Chairperson
8. Motion to close nominations for Chairperson
9. Vote on nominations for Chairperson

10. Temporary Chairperson turns gavel over to the newly elected Chairperson

11. Call for nominations and election of Vice-Chairperson
12. Motion to close nominations for Vice-Chairperson
13. Vote on nominations for Vice-Chairperson

14. Motion to approve dates, time, and place of Committee meetings for 2009, as listed

15. Motion to accept the Minutes of the November 18, 2008 Meeting, as presented

16. Introduction of Guests

17. Correspondence - none

18. 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) Student Activities Report
2. Checks and Invoices, as presented:
   a) General Fund Checks, Wire transfers and Invoices, as presented; $ 547,847.91
   b) Food Service Fund Checks and Invoices, as presented; $ 1,111.54
   c) Capital Reserve Fund Checks and Invoices, as presented; **$** 0.00
3. PNC/VISA procurement card payment, as presented; $ 73,036.39
4. Treasurer's Report, as presented: November 2008 summary
5. General Fund Budget transfers, none this month.

19. Human and Quality Resources—Natalie Fatica

A. Report—Coordinator of Human and Quality Resources

B. **Motion to employ Art & Design for Business program instructor (info to be provided)**

20. Operations

A. Administrative Reports

1. Superintendent's Report – Larry Kessler
2. Directors Report— Aldo Jackson
3. Solicitor's Report—Timothy M. Sennett
4. High School Report— Joe Tarasovitch
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) - none

C. Student Field Trips and Fundraising (Policy 121) -none

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

E. Other Operations

1. **Motion to adopt Policy 249 – Bullying/Cyber bullying, as presented**

2. **Motion to adopt Policy 801- Public Records, as presented**

21. Other Business

22. Supplemental Information

A. Board Attendance Report
B. High School Enrollment Report
C. Work Experience Report
D. Business Contacts Report
E. Develop a Career Portfolio Learning Guide
F. Rethink Erie
G. Clements Group
H. Next meeting: **Thursday, January 22, 2009**

23. Adjournment – Operating Committee meeting

Erie County Vocational Technical Foundation
Board of Directors
Meeting Agenda
Tuesday, December 18, 2008
Eagle's Nest
Erie County Technical School, 8500 Oliver Road, Erie, PA 16509

1. Call to Order
    A. Roll Call: Foyle, Ogden, Heath, Bucksbee, Gainer, Kaliszewski, Scutella, Rodgers, Ring, Price, Duda

2. **Motion to approve the following officers as Erie County Vocational-Technical Foundation officers for one year terms per the Corporation Bylaws:**
    A. JOC Chairperson as Foundation President – (James Bucksbee)
    B. JOC Vice-Chairperson as Foundation Vice President – (John Ogden)
    C. JOC Secretary as Foundation Secretary – Paul Fritz
    D. JOC Treasurer as Foundation Treasurer-John Ogden

3. **Motion to accept the Minutes of the October 23, 2008 Meeting, as presented**

4. **Correspondence**
    A. Letter from Erie Community Foundation
    B. Letter from Lisa Sorensen- request for matching contribution for student gift cards

5. **Motion to approve the following reports, payments and invoices:**
    A. ECTS Foundation Revenue and Expenditure Report
    B. ECTS Foundation Checks and Invoices, as presented; $ 0.00
    C. Treasurer's Report, as presented: November 2008 summary

6. Other Business

7. Other Information

8. Adjournment