

Erie County Technical School

Meeting Agenda

Operating Committee

Thursday, June 25, 2009

Eagle's Nest

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

6:00 pm – Work Session

1. Auditors planning discussion- Felix & Gloekler, P.C. (Natalie Heberlein and Jim Gloekler)
2. Lewis Dove – project collaboration with Graphic Arts
3. ISO- Operation and Management Staff Survey results review

7:00 pm - Regular Meeting

1. 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

2. Motion to accept the Minutes of the May 28, 2009 Meeting as presented.

3. Introduction of Guests
4. Correspondence

A. Erie-Crawford Co-op – requesting a program of agricultural and environmental education

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) Student Activities Report
2. Checks and Invoices, as presented:
 - a) General Fund Checks, Wire transfers and Invoices: \$ 635,235.31
 - b) Food Service Fund Checks and Invoices: \$ 547.22
 - c) Capital Reserve Fund Checks and Invoices: \$ 10,563.00
 - d) Student Activity Fund Checks and invoices: \$ 3,063.78
3. VISA procurement card payment, as presented: \$ 36,048.99
4. Treasurer's Report, as presented: May 2009 summary
5. General Fund Budget transfers (none)

C. Motion to approve the list of VISA procurement cardholders and spending limits for 2009-2010, as presented

6. Human and Quality Resources—Natalie Fatica

- A. Report—Coordinator of Human and Quality Resources
- B. **Motion to approve the administrative salaries and merit payments for 2009-2010 as presented**
- C. **Motion to approve ECTS staff for CTE Learn Academy participation and payment as listed**
- D. **Motion to approve the Uncompensated Leave of Absence for Nancy Yanosko for the remainder of the 2009-2010 school year as needed**
- E. **Motion to hire Richard Neiger and Kimberly Sullivan as a seasonal employees at the rate of \$8.00 per hour beginning on or after June 26, 2009**

7. Operations

- A. Administrative Reports
 - 1. Superintendent's Report – Larry Kessler, Fairview School District
 - 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. Facilities 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 (Policy 121) -**None**
- D. Facility Use Requests – profit making organizations (Policy 707) - **None**
- E. Other Operations
 - 1. **Motion to approve the 2009-10 service purchase contract with Sarah A Reed Children's Center, as presented**
 - 2. **Motion to endorse the Director's participation with the PSBA Board of Directors for the 2009-2010 and 2010-2011 school years**
 - 3. **Motion to approve the lease agreement with Northwest Tri-County Intermediate Unit for a portion of the Regional Skill Center Building for use by the Regional Choice Initiative and the Erie County Academy of Collegiate and Advanced Studies at a rent amount of \$40,000 from July 1, 2009 through June 30, 2010**

4. Motion to approve the new courses for delivery beginning 2009-2010 as listed
5. Motion to approve the student textbooks beginning 2009-2010 as listed

8. Other Business

1. Revised Articles of Agreement – update
2. ECTS attendance for home school or cyber school students- review

9. Supplemental Information

- A. Board Attendance Report
- B. High School Enrollment Report
- C. Disabled Student Populations- District & Program
- D. Next meeting: **Thursday, July 23, 2009**

10. Adjournment – Operating Committee meeting