

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

Eagle's Nest
Erie County Technical School, 8500 Oliver Road, Erie, PA 16509
Thursday, March 26, 2009

6:00 PM - Work Session

1. PSSA preparations - Patrick Holland, Supervisor of Instructional Support Services
2. Drafting & Design - House design project-Mariea Sargent, Instructor
3. Academics at ECTS - Aldo Jackson, Director

7:00 PM – Regular Meeting

4. 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
5. **Motion to accept the Minutes of the February 26, 2009 Meeting as presented.**
6. Introduction of Guests
7. Correspondence
 - A. ACTE-Achieve 100 Award
 - B. Erie Community Foundation-informational sessions April 20 and 21
 - C. Pennsylvania State Grange-support for vocational and technical training in agriculture
8. Business—Paul Fritz
 - D. Report - Business Manager
 - E. **Motion to approve the following reports, payments and invoices:**
 1. Revenue and Expenditure Reports, as presented: February 28, 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; \$ 574,896.58
 - b) Food Service Fund Checks and Invoices, as presented; \$ 1,407.36
 - c) Capital Reserve Fund Checks and Invoices, as presented; \$ 0.00
 - d) Student Activity Fund Checks and Invoices, as presented; \$ 138.00
 3. PNC/VISA procurement card purchases and payment, as presented; \$ 54,404.85
 4. Treasurer's Report, as presented: February 2009 summary
 5. General Fund Budget transfers-none

9. Human and Quality Resources

- A. Report – Natalie Fatica
- B. **Motion to approve the addition of David Jurkiewicz, Gary Bigwood, and Ronald Pluta to the substitute instructor list at the rate of pay of \$75.00 per day**
- C. **Motion to employ Danielle Wilber and Glenn Huggler at the rate of \$25.00 per hour as RCTC instructors**

10. 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. 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)
 - 1. **Motion to approve student field trips and fundraising activities as requested:**
 - a) **DDE**-Drafting & Design Contest & Technology Fair, at BC3, April 29, 2009
 - b) **NTHS**- Fundraising request for National Technical Honor Society
- D. Facility Use Requests – profit making organizations (Policy 707) - **None**
- E. Other Operations
 - 1. **Motion to adopt Second reading of Policy 118-Production and Service Work - revisions**
 - 2. **Motion to approve a cellular/data line addition to the current Verizon Wireless contract for use by the Director at a monthly cost of \$35.99**

11. Other Business – **None**

12. Supplemental Information

- A. Board Attendance Report
- B. High School Enrollment Report
- C. Business Partnership Contacts Report
- D. Work Experience Report
- E. Next meeting: **Thursday, April 23, 2009**

13. Adjournment – Operating Committee meeting