

Erie County Technical School

Meeting Agenda

Operating Committee

Tuesday, December 15, 2009

Eagle's Nest

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

6:00 PM – Re-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. James Bucksbee, General McLane
 - B. Sam Ring, Northwestern
 - C. Loretta Price, Union City
 - D. Eric Duda, Wattsburg
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 2010, as listed

Regular Meeting

1. **Minutes**

- A. **Motion to accept the minutes of the November 17, 2009 meeting as presented**

2. **Introduction of Guests**

3. **Correspondence**

- A. Mary Ellen Camp-Letter of intent to retire 2010-2011

4. **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: \$ 729,883.12
 - b) Food Service Fund Checks and Invoices: \$ 846.70
 - c) Capital Reserve Fund Checks and Invoices: \$ 0.00
 - d) Student Activity Fund Checks and invoices: \$ 0.00
3. VISA procurement card payment, as presented: \$ 57,357.66
4. Treasurer's Report, as presented: November 2009 summary
5. General Fund Budget transfers, as presented

5. **Human and Quality Resources- Natalie Fatica**

- A. Report—Coordinator of Human and Quality Resources
- B. **Motion to grant regular employment status per the Classified Unit contract to Amy Nichilo and Jane Boyd effective December 1, 2009 at the SAA-2 pay rate of \$13.11 per hour**

6. Operations

A. Administrative Reports

1. Superintendent's Report– Michele Campbell, Fort LeBoeuf 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)

1. **None**

C. Student Field Trips and Fundraising (Policy 121)

1. **Motion to approve the following field trip requests:**

- a) **NWT- Travel to Erie Institute of Technology, AM session on 12/15/09, PM session on 12/17/09- cost of bus estimate \$400**

D. Facility Use Requests – profit making organizations (Policy 707)

1. **None**

E. Other Operations

1. **Motion to adopt the response and corrective action plan to the Performance Audit Report issued by the Office of the Auditor General for the years ended June 30, 2008 and 2007, as presented.**
2. Revised Board Policy 201 – Admission of Students – first reading
3. 2010-2011 General Fund Budget presentation

7. Other Business

A. **None**

8. Supplemental Information

- A. Board Attendance Report
- B. High School Enrollment Report-Tarasovitch
- C. Student Co-op Work Experience Report-Shaffer
- D. Business Partnership Contacts-Shaffer
- E. Auditor General Performance Audit Report 6/30/2008 and 2007
- F. Next meeting: Thursday, January 28, 2010

9. Adjournment-Joint Operating Committee meeting

**Erie County Vocational Technical Foundation
Board of Directors
Meeting Agenda**

Tuesday, December 15, 2009

Eagle's Nest

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

6:00 pm

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 May 28, 2009 Meeting, as presented

4. Correspondence

- A. None

5. Motion to approve the following business reports, payments and invoices:

- A. ECVT Foundation Revenue and Expenditure Report
- B. ECVT Foundation Checks and Invoices, as presented; \$ 0.00
- C. ECVT Treasurer's Report, as presented: November 30, 2009 summary

6. Other Business

- A. **Motion to approve the ECTS holiday student gift card project and make a matching contribution of the total collected up to \$1,000**

7. Other Information

8. Adjournment