Erie County Technical School

Joint Operating Committee - Meeting Agenda

Thursday, May 27, 2010

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

Work Session - 6:00 pm

1. **Staff reduction**

   A. Discussion of the recommendation by the Professional Advisory Council to reduce staff in Auto Body Repair, Automotive Technologies, Computer Information Systems, Drafting and Design, and Electronics to a half-time basis by not accepting applications for the 2010-2011 school year and that the Operating Committee give particular attention to the Auto Body Repair and Electronics programs

      1. Presentation by Professional Unit staff

Regular Meeting - 7:00 pm

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. **Meeting Minutes**

   A. **Motion to accept the minutes of the April 22, 2010 meeting as presented**

3. **Introduction of Guests**

   A. Nancy Yanosko

4. **Correspondence**

   A. Roach Hewitt- letter regarding YMCA overnight event

   B. ACTE- Achieve 100 Award for membership

5. **Business**

A. Report - Business Manager - Paul Fritz

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: **$ 602,066.88**
   b) Food Service Fund Checks and Invoices: **$ 1,273.75**
   c) Capital Reserve Fund Checks and Invoices: **$ 00.00**
   d) Student Activity Fund Checks and invoices: **$ 1,222.00**

3. VISA procurement card payment, as presented: $ 48,046.19

4. Treasurer's Report, as presented: April 2010 summary

5. General Fund - Budget Transfers – None

C. **Motion to approve PNC Bank, PSDLAF, and PLGIT as depositories of school funds for 2010-11**

D. **Motion to designate Erie Times News as newspaper of general circulation for 2010-11**

E. **Motion to purchase public official bonds for the Secretary and Treasurer for school year 2010-11 in the amount of $50,000 each**

F. **Motion to nominate and then elect a Treasurer for a one year term beginning July 2010**

6. **Human and Quality Resources**

A. Report—Coordinator of Human and Quality Resources - Natalie Fatica

B. **Motion to accept the resignation of Nancy Yanosko- SAA-Student Assistance Aide, effective May 27, 2010**

C. **Motion to accept the retirement of Linda Harpst, High School Secretary, effective November 30, 2010**

D. **Motion to employ Rita Krajick at the rate of $25.00 per hour as an RCTC instructor**

E. **Motion to approve employment of seasonal help (details to be provided)**

F. **Motion to approve a disability leave of absence (details to be provided)**

G. **Motion to accept the recommendation of the Professional Advisory Council to reduce staff in Auto Body Repair, Automotive Technologies, Computer Information Systems, Drafting and Design, and Electronics to a half-time basis by not accepting applications for the 2010-2011 school year and that the Operating Committee give particular attention to the Auto Body Repair and Electronics programs**

7. Operations

A. Administrative Reports

1. Superintendent Report– Michele Campbell, Fort LeBoeuf School District
2. Director Report — Aldo Jackson
3. Solicitor Report — Timothy Sennett
4. High School Principal 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. **Motion to approve Elaine Shaffer to travel to SkillsUSA National Competition in Kansas, MO, June 21-26, 2010, estimated cost of $2,406**

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 2010-11 service purchase contract with Sarah A Reed Children's Center, as presented**

2. **Motion to re-schedule the November and December 2010 Joint Operating Committee meetings to Tuesday, November 23, 2010 and Tuesday, December 21, 2010 beginning at 6:00 pm - work session and 7:00 pm- regular meeting**

3. **Motion to accept the donation of GBAW wire from The Airgas Company to be used in MTF and other program labs**

4. **Motion to accept the donation of a 2001 PT Cruiser from Chrysler Donation System for use in the AUT-Auto Tech program**

8. **Other Business - None**

9. **Supplemental Information**

   A. Board Attendance Report
   B. High School Enrollment Report-Tarasovitch
   C. Career and Alternative Education Enrollment Report-Tarasovitch
   D. Student Co-op Work Experience Report-Shaffer
   E. Business Partnership Contacts-Shaffer
   F. Admissions Coordinator Report-Sorensen
   G. IUP Academy of Culinary Arts agreement-Kennerknecht
   H. Student Satisfaction 2010-Fatica
   I. Withdrawal Analysis-2009-10-Jackson
   J. 2010 NTHS Inductees-Tarasovitch
   K. Next meeting: **Thursday, June 24, 2010**

10. **Adjournment-Joint Operating Committee meeting**

Erie County Technical School Foundation
Board of Directors
Meeting Agenda

Thursday, May 27, 2010
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 accept the Minutes of the February 25, 2010 Meeting, as presented**

3. Correspondence - none

4. **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: December 2008 through April 2009

5. Other Business

   A. SkillsUSA National Competition travel request for Yuliya Avatyuk, cost estimate of $1,600

   B. Foundation scholarship award

6. Other Information

7. Adjournment