

**Erie County Technical School**

**Meeting Agenda**

**Operating Committee**

**Thursday, September 24, 2009**

**Eagle's Nest**

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

**6:00 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 August 27, 2009 Meeting as presented.**

**3. Introduction of Guests**

- A. Charlie Lytle-AFT Local 1589 President – grievance comments

**4. Correspondence**

- A. None

**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: \$ 409,968.89
    - b) Food Service Fund Checks and Invoices: \$ 1,332.75
    - 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: \$ 51,814.93
  - 4. Treasurer's Report, as presented: August 2009 summary
  - 5. General Fund Budget transfers (none)

**6. Human and Quality Resources—Natalie Fatica**

- A. [Report—Coordinator of Human and Quality Resources](#)
- B. [Motion to approve an Uncompensated Leave of Absence for Ursula Olson-Gern beginning September 24, 2009 as needed](#)
- C. [Motion to approve Richard Nurse, Joe DeDionisio, Roger Dougan, and Joe Cassano as substitute Instructors for the Transition Center at Erie County Technical School at the rate of pay of \\$75.00 per day](#)
- D. [Motion to approve Heather Humes as a part-time Student Assistance Aide, SAA-2, per the Classified Unit bargaining agreement at the probationary rate of \\$12.86 per hour pending clearances](#)
- E. [Motion to approve Jessica Litz as a substitute Student Assistance Aide at the rate of \\$12.86 per hour pending clearances](#)

**7. Operations**

- A. Administrative Report
  - 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 (Policies: 331,431,531)
  - 1. [Motion to approve the following staff travel](#)
    - a) ECE Instructor-Donna Erdman travel to NAEYC National Conference, Washington, D.C., 11/18/09-11/21/09, est. cost -\$1,300

C. Student Field Trips and Fundraising (Policy 121)

1. Motion to approve the following student field trips:

- a) ECE-Penn State Child Care Center, 10/09/09 Am, cost-bus @ \$200
- b) ECE-Barber Center, 10/09/09 PM, cost-bus@ \$200

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

- 1. None

E. Other Operations

1. Motion to approve the Occupational Advisory Committee list for 2009-2010, as presented

**8. Other Business-None**

**9. 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. Occupational Advisory Committee Membership-Shaffer
- F. Networking Technologies course syllabus-Kennerknecht
- G. Next meeting: **Thursday, October 22, 2009**

**10. Adjournment – Operating Committee meeting**