

**Erie County Technical School
Joint Operating Committee
Meeting Agenda
Tuesday, December 21, 2010**

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

Work Session – 6:00 pm

1. 2011-2012 Budget- Aldo Jackson

7:00 PM – Organizational Meeting

1. Temporary Chairperson-Solicitor acts as Temporary Chairperson
 - A. Call to Order
 - B. Moment of Reflection
 - C. Pledge of Allegiance
2. Roll Call: Foyle, Ogden, Heath, Bucksbee, Gainer, Kaliszewski, Scutella, Rodgers, Ring, Price, Duda
3. **Motion to accept the following district appointed committee members for their terms per the Articles of Agreement:**
 - Fairview-2010-2013- Andy Foyle
 - Millcreek-2010-2013- Terry Scutella
 - North East-2010-2013- Dave Rodgers
4. Chairperson election
 - A. Call for nominations and election of Chairperson
 - B. Motion to close nominations for Chairperson
 - C. Vote on nominations for Chairperson
 - D. Temporary Chairperson turns gavel over to the newly elected Chairperson
5. Vice-Chairperson election
 - A. Call for nominations and election of Vice-Chairperson
 - B. Motion to close nominations for Vice-Chairperson
 - C. Vote on nominations for Vice-Chairperson
6. Motion to approve dates, time, and place of Committee meetings for 2011, as presented

Regular Meeting

1. Meeting Minutes

- A. **Motion to accept the minutes of the November 23, 2010 meeting as presented**

2. Introduction of Guests and Public Comment

3. Correspondence

- A. Letters of intent to retire as required by collective bargaining agreements and administrative compensation plans: Fritz, Palloto, Gangemi.

4. 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: \$503,480.42
 - b) Food Service Fund Checks and Invoices: \$ 1,909.72
 - c) Capital Projects Fund Checks and Invoices: \$ 5,000.00
 - d) Student Activity Fund Checks and invoices: \$ 800.00

- 3. VISA procurement card payment, as presented: \$ 52,165.94

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

- 5. General Fund – Budget Transfers – None

5. Human and Quality Resources

- A. Report—Coordinator of Human and Quality Resources – Natalie Fatica
- B. **Motion to hire Jenny Alick as a part-time secretary (S-3) at the rate of \$12.81 per hour pending clearances.**

6. 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 — Steve Sceiford
 - 7. Technology Report — Jeff Smith
 - 8. Instructional Support Services Report – Pat Holland and Jan Kennerknecht
- B. Priority Action Plans
 - 1. 2010-2011 Priority Action Plans- update –Aldo Jackson
- C. Staff Travel >400 miles (Polices: 331,431,531) - **None**
- D. Student Field Trips and Fundraising (Policy 121)
 - 1. **Motion to approve the following Field Trips and Fundraising:**
 - a) **ELC, EET, FMT-travel to Eriez Magnetics, January 2011, AM session, cost of bus-\$200**
- E. Facility Use Requests – Profit Making Organizations (Policy 707) – **None**

F. Other Operations

1. **Motion to approve the purchase of a John Deere 3720 tractor with two-stage snow blower from Z&M Ag and Turf for a total COSTARS price of \$32,618.20 less the tractor trade-in of \$6,900.00 for a net cost of \$25,718.20**
2. **Motion to approve a Edinboro University Guidance Counselor Practicum experience for Allison Buttaccio under the mentorship of Patty Palo, ECTS Guidance Counselor**

7. Other Business

8. Supplemental Information

- A. Board Attendance Report
- B. High School Program Enrollment Report-Joe Tarasovitch
- C. CAEP-Career and Alternative Education Program enrollment- Joe Tarasovitch
- D. Business Partnership Contacts – Elaine Shaffer
- E. Work Experience Report-Elaine Shaffer
- F. Admissions Coordinator Report-Lisa Sorensen – no report
- G. Next meeting: **Thursday, January 27, 2011**

9. Adjournment

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

Tuesday, December 21, 2010

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

1. Call to Order
2. Roll Call: Foyle, Ogden, Heath, Bucksbee, Gainer, Kaliszewski, Scutella, Rodgers, Ring, Price, Duda
3. **Motion to approve the following officers as Erie County Vocational-Technical Foundation officers for 2011 one year terms per the Corporation Bylaws:**
 - A. Foundation President – James Bucksbee
 - B. Foundation Vice President – John Ogden
 - C. Foundation Treasurer-John Ogden
 - D. Foundation Secretary – Paul Fritz
4. **Motion to accept the Minutes of the November 23 Meeting, as presented**
5. Correspondence - none
6. **Motion to approve the following business reports, payments and invoices:**
 - A. ECVT Foundation Revenue and Expenditure Report, as presented
 - B. ECVT Foundation Checks and Invoices, as presented; \$ 0.00
 - C. ECVT Treasurer's Report, as presented: November 30, 2010 summary
7. Other Business - none
8. Other Information - none
9. Adjournment