

ERIE COUNTY TECHNICAL SCHOOL

PROPOSED AGENDA ITEM

DATE: December 21, 2010

SUBJECT: S-3 Secretary

CATEGORY: **Operations:** **Policy:** **Information:** **Personnel: X**

INITIATED BY: Natalie Fatica, Coordinator of Human and Quality Resources

DESCRIPTION:

ECTS recommends hiring Jenny Alick as a part-time, S-3 secretary at the rate of \$12.81 per hour. This rate is the probationary rate as Classified Employees serve a probationary period of 120 days prior to recommendation for regular employment to the Operating Committee (Article I, Section 6).

RECOMMENDATION:

Motion to hire Jenny Alick as part-time secretary (S-3) at the rate of \$12.81 per hour pending clearances