

ERIE COUNTY TECHNICAL SCHOOL

PROPOSED AGENDA ITEM

DATE: August 27, 2015

SUBJECT: S-3, Part-time Secretary

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

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

DESCRIPTION:

ECTS recommends hiring Robyn Edwards as a part-time, S-3, Secretary at the rate of \$13.88 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 Robyn Edwards as part-time Pupil Services Secretary (S-3) at the rate of \$13.88 per hour effective September 1, 2015.