

ERIE COUNTY TECHNICAL SCHOOL

PROPOSED AGENDA ITEM

DATE: October 18, 2021

SUBJECT: Job Position Status

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

INITIATED BY: Cat Doty – Administrative Services/Human Resources Coordinator

DESCRIPTION:

ECTS requests the approval to change the position status of the Pupil Services Secretary position from S3 to S2 effect on or after October 28, 2021, for Pam Pence.

RECOMMENDATION:

Motion to approve the position status change of the Pupil Services Secretary position from as noted in the attached job description, for Pam Pence.