

ERIE COUNTY TECHNICAL SCHOOL

PROPOSED AGENDA ITEM

DATE: December 27, 2023

SUBJECT: Confidential Secretary

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

INITIATED BY: Cat Doty, Administrative Services/HR Coordinator

DESCRIPTION:

The Erie County Technical School Administration recommends transferring Misty Dempsey to the Confidential Secretary position effective on January 8, 2024, at a rate of \$24.18.

RECOMMENDATION:

Motion to ratify the transfer of Misty Dempsey from Part-Time Instructional Aide to the Confidential Secretary position at a rate of \$24.18 per hour retroactive to January 8, 2024.