

ERIE COUNTY TECHNICAL SCHOOL
PROPOSED AGENDA ITEM

DATE: May 25, 2006

SUBJECT: Long term Substitute Instructor

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

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

DESCRIPTION:

Due to the disability leave by Paul Brenneman, Drafting and Design Instructor, ECTS will need long-term substitute in this lab. With the approval of ECTS JOC, Mrs. Mariea Sargent (see attached résumé) will be a long-term substitute in the Drafting and Design lab for the 2006-2007 school year.

RECOMMENDATION:

Motion to employ Mariea Sargent as long term substitute instructor in Drafting and Design at a salary of \$38,108 which is Column A, Step 8 of the Professional Unit contract effective August 24, 2006.

OBJECTIVE: **Drafting and Design Instructor position at Erie County Technical School.**

SUMMARY:

- Degree in Mechanical Drafting and Specialized Computer Aided Drafting & Design.
- Over 10 years Plastic Injection mold design experience.
- Drafting and CAD Instructor for 16 years.
- Several years experience teaching “at risk” Alternative Education and Special Education students.
- Trained in applying PA State Standards and Rigor & Relevance principles to curriculum.

EXPERIENCE: **Teaching**

- **Erie County Technical School** 1995 – present.
 - *Long Term Substitute Instructor* – Drafting & Design – 2004 - present. Duties include manage a classroom of 35 **High School** students in 3 different levels of study; Create, update and present curriculum; Facilitate the re-certification of ADDA approved curriculum; Modify material for IEP students; Grading/Attendance management; Procure supplies and software updates; Arrange educational field trips; Participate in faculty meetings; Budget management; Coordinate with IT department; Discipline/parent/office interaction.
 - Substitute Drafting & Design Instructor 10 years – part time
 - Student Instructional Aide 10 years – part time
 - RCTC Instructor 10 years – part time as needed
 - Alternative Education Instructor – 3 summer programs and after school as needed
- **Penn State Behrend Center for Corporate & Continuing Education** 2004 - present
 - Instructor – AutoCAD, Inventor software, Geometric Tolerancing, Blue Print Reading, Microsoft Office; Basic & Advanced Classes – Provide specialized instruction to **Adult** students in a custom developed program to meet their company’s particular requirements.
- **CamTECH** 2001 - 2003
 - Instructor – AutoCAD, Basic & Advanced – Provide instruction in AutoCAD to **Adults** who seek to upgrade their technological capabilities in a 45 hour course.
- **North West Industrial Resource Center** 1994 – 2001
 - Instructor – AutoCAD – Provide instruction to **High School Students** enrolled in a program which allowed the student to obtain Tool & Die training during their senior year at East High School.
 - Provide 45-48 hour/3 credit AutoCAD courses to **Adults**.
- **Edinboro University – Continuing Education Department** 1996 – 1998
 - Instructor – AutoCAD – Provide instruction to **College Students** enrolled through local businesses.
- **Triangle Tech – Mechanical Drafting & Design Department**
 - 1989 – 1991 full time Instructor in Associate Degree Program.
 - 1991 –1998 part time night class and substitute daytime instructor.
 - Instructor – Technical Drafting, AutoCAD, Microstation, Drafting courses including: Process Piping, Structural Steel, Welding, Sheet Metal, Geometric Tolerancing, Gear and Cam Design, Assembly and Detail Drafting and Threads and Fastener Drafting skills to **Post High school Students**.

EXPERIENCE:

- **Contracted AutoCAD Tutor** – 1990 – present
 - Provide private AutoCAD tutorial courses to companies who require individualized training including The Kitchen Village, Kerner Tool & Die Co., and Reddog Industries, Erie, PA.

Plastic Injection Mold Design Engineer

- **Suburban Tool & Die** 1986 – 1989
 - Trained under senior engineer to gain plastic injection mold design experience; Utilized manual board drafting and computer-aided drafting techniques. Provided complete mold designs while interfacing with clients and shop personnel throughout the design process. Reviewed and recommended product design changes to customer.
- **Drafting & Design Subcontractor** 1990 – present
 - Mold designs, presentation drawings, prototype drawings and models provided to various companies.

EDUCATION:

- **Triangle Tech** Erie, PA – 1986 **Associate Degree** – 3.95 QPA
Mechanical Drafting & Specialized Computer-Aided Drafting Technology.
- **Harbor Creek High School** – 1985 **Diploma** – 3.4 G.P.A
College Prep Courses, 4 years Drafting
- **C.B.T.A. – Classroom Based Teaching Assessments** – Completed 16 Modules to reach Level II during employment at Triangle Tech.

Certificate Courses:

- **Autodesk** – 2006
 - *Architectural Desktop* Software Training.
 - *Yearly AutoCAD Design Academy* Update classes.
- **Parametric Technology Corporation** – 2005
 - *Pro Desktop “Train the Trainer”* Pennsylvania Pilot program; 45 hour course.
 - *Pro Engineer 3D Solid Modeling* Software Training; 45 hour course.
- **CAMtech** – 2003
 - *Inventor 3D Solid Modeling* Software Training; 45 hour – 3 credit course.
- **North West Industrial Resource Center** – 1998 - 2002
 - *Mechanical Desktop* Software Training; 45 hour – 3 credit course.
 - *Smart Works* Software Training; 45 hour – 3 credit course.

ACTIVITIES:

- Member of AUGI – Autodesk User Group International, Member of PA Drafting Instructor Association, Skills USA VICA committee member, ECTS Graduation committee member, 2006 Technical Education Delegate to Erie’s sister city Zibo, China.

REFERENCES:

- Furnished upon request.