

**Erie County Technical School  
Director's Report  
July 2007**

**Strategic Planning.** The director completed an analysis of the strategic action plan, in terms of annual expenditures. A copy of the action plan with expenditures is available for board review in the supplemental section of this month's agenda. The administrative team will review the timeframes and expenditures of the action plan during the administrative retreat.

**Metals Industry Training.** Two classes in basic metalworking skills ended on July 11. Four companies (American Turned Products, Industrial Sales and Management, Modern Industries and Warren Company) participated in the program. The classes covered measurement, metallurgy, blueprint reading and dimensioning. The Regional Center for Workforce Excellence (WIB), NW Industrial Resource Center, Precision Manufacturing Institute and ECTS collaborated to provide the training.

**Tool & Die Equipment.** A technician from HURCO installed the four pieces of CNC equipment (two mills and two lathes). We have submitted an equipment grant application to PDE to duplicate the purchase to expand our CNC training capabilities. Summer curriculum development revised our program to place more emphasis on CNC machining. The instructor will be receiving training on the new equipment just before school opens. We will conduct an 'open house' once we reinstall the laboratory to promote our new training capabilities.

**Alternative Education Contract.** The business manager and director have been meeting with representatives of the Sarah A. Reed Children's Center (SARCC) to negotiate a contract for the Career Alternative Education Program (CAEP). Historically, ECTS and SARCC have operated on a service contract. Due to lower enrollments in 2006-2007, the program did not generate as much revenue as anticipated. We are considering a sliding-scale per diem contract to address the concern. We would pay SARCC on a student-enrolled per diem basis. As enrollment increase, the SARCC per diem rate would decrease. This schedule should lead to additional revenues for the technical school, while maintaining an appropriate income level for SARCC. A motion is presented this month to approve the contract with SARCC for services provided to the CAEP.

**Data Warehousing and Data-Driven Decision Making.** The director, coordinator for human and quality resources and the information systems manager are reviewing a software package that would assist us in our quality management, strategic planning and decision-making. The software package provided by SAS, the Enterprise Guide, pulls key performance data from various sources. It then presents it in a fashion we can use for performance evaluation and improvement. The software solution would address concerns we have for data storage and usage. The solution expands on our use of the Key Indicators of Performance Success.

**Administrative Retreat.** The administrative team will be meeting July 30, 31 and August 1 to strategically plan for the 2007-2008 school year. The team will review performance data, establish priorities and write action plans. Anticipated priorities include PSSA scores (particularly mathematics), reading improvement, school safety and security, the strategic plan and marketing.

**Business Retention and Expansion Program.** The Erie Regional Chamber, in cooperation with county and state agencies, conducts a business-calling program to assess the community's economic development strengths and weaknesses. The BREP meetings with individual companies often result in requests for assistance in a number of areas including marketing, financing, infrastructure, land and workforce. ECTS and RCTC have become more involved in this regional effort in terms of providing assistance with workforce issues. To date, ECTS has participated in three customer action plans (CAPs). The companies included Five Star International, Highway Equipment Company and Windsor Beach Technologies.

**Director's Travel and Meetings—July.** The director's recent and scheduled meetings include:

- *Erie Regional Chamber Growth Partnership*, June 28; a general membership meeting of partnership members regarding community initiatives of the Growth Partnership
- *County-level Workforce Development Meeting*, July 10; a monthly meeting of government agencies and public service providers to address workforce development issues
- *Erie Community Foundation*, July 11; a meeting with Mike Batchelor to discuss the operation of the ECTS Foundation; with Paul Fritz
- *National Automotive Youth Education System Conference*, Detroit, July 15 to 19; a conference of administrators and faculty from AYES programs across the country to address staff and program improvement; with David Michalak and Fred Brockman
- *Pennsylvania Association of Career and Technical Administrators*, July 24 to 29, State College; the annual leadership development conference for Pennsylvania CTE administrators