

**Erie County Technical School
Strategic Plan 2007 to 2012**

Goal: 1. Play an integral role in creating a regional career and technical education system

Description: A cooperative agreement is in place with one Career & Technical Center on a common service.

Strategy: Objective A. Identify services to be delivered by the system

Educational Practices: Quality Leadership

Activity	Person Responsible	Start	Resources	Ch. 4	Prof Ed	Tch Ind	Stu. Svc	Ed Tech
1. Conduct a survey of potential partners on their interest to collaborate on a list of potential services.	Aldo Jackson	N/A	\$0					
2. Contact regional career and technical centers to solicit their interest in cooperating on group purchasing, staff development and vocational student organizations.	Aldo Jackson	3/3/2008	\$0					

Strategy: Objective B. Convene Partners

Educational Practices: Quality Leadership

Activity	Person Responsible	Start	Resources	Ch. 4	Prof Ed	Tch Ind	Stu. Svc	Ed Tech
1. Schedule and conduct partnership meetings based on services selected in Objective A.	Aldo Jackson	N/A	\$0					
2. Identify lead partner to facilitate ongoing participation and effectiveness.	Aldo Jackson	N/A	\$0					

Strategy: Objective C. Build partnerships around consortium services

Educational Practices: Quality Leadership

Activity	Person Responsible	Start	Resources	Ch. 4	Prof Ed	Tch Ind	Stu. Svc	Ed Tech
1. Design cooperative agreements around services selected in Objective A.	Aldo Jackson	N/A	\$0					
2. Solicit approval from partners on cooperative agreements.	Aldo Jackson	N/A	\$0					
3. Monitor progress and effectiveness of agreements for continuous improvement and expansion.	Aldo Jackson	N/A	\$0					

Goal: 2. Elevate the public perception of the value and opportunity of technical education

Description: A community survey indicates an increase in awareness of ECTS (2007 survey as base).

Strategy: Objective A. Develop and fund a marketing campaign that attracts students

Educational Practices: Artful Use of Infrastructure, Quality Leadership

Activity	Person Responsible	Start	Resources	Ch. 4	Prof Ed	Tch Ind	Stu. Svc	Ed Tech
1. Establish a campus marketing committee which provides guidance to the marketing process.	Aldo Jackson	9/3/2007	\$0					
2. Secure the resources of a marketing coordinator that manages the marketing effort.	Committee Marketing	N/A	\$150,000					
3. Develop a marketing plan that utilizes a variety of media to reach prospective students, parents, sending school personnel, business and industry, and the community as a whole.	Committee Marketing	N/A	\$35,000					
4. Enhance the role and effectiveness of faculty as key players in the marketing process through staff development.	Aldo Jackson	10/8/2007	\$2,500		X			
5. Build relationships and activities with our sending school districts that enable them to play a	Committee Marketing	N/A	\$20,000				X	

more effective role in our marketing plan.								
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Strategy: Objective B. Create a program that connects ECTS to its graduates

Educational Practices: Artful Use of Infrastructure, Quality Leadership

Activity	Person Responsible	Start	Resources	Ch. 4	Prof Ed	Tch Ind	Stu. Svc	Ed Tech
1. Survey employers to locate ECTS graduates.	Elaine Shaffer	7/1/2007	\$7,500					
2. Establish ECTS Alumni connection on ECTS website.	Jeff Smith	N/A	\$0					
3. Research professional publications related to ECTS technologies-local, regional, national.	Committee Marketing	N/A	\$0					
4. Analyze the ECTS family connection.	Committee Marketing	N/A	\$0				X	
5. Establish a professional mentor program with ECTS graduates and current students.	Patricia Palo	N/A	\$6,000	X			X	
6. Develop a speaker's bureau of ECTS graduates.	Committee Marketing	N/A	\$6,000					

Goal: 3. Develop programs that provide opportunities for students to meet needs.

Strategy: Objective A. Create a Program Development System and implement programs based on employer needs, student interest, financial support, facilities availability and partnerships

Educational Practices: Quality Teaching

Activity	Person Responsible	Start	Resources	Ch. 4	Prof Ed	Tch Ind	Stu. Svc	Ed Tech
1. Establish a 'new program approval' criteria.	Administrative Staff	8/1/2007	\$0					
2. Develop a program approval check sheet and approval process.	Administrative Staff	8/1/2007	\$0					
3. Acquire JOC approval, through policy, of a new program approval process.	Professional Advisory Council	7/1/2008	\$0	X				
4. Survey employers' needs and students' interests for new programs.	Administrative Staff	7/1/2008	\$0					
5. Procure resources for new programs.	Joint Operating Committee	7/1/2009	\$200,000	X				

Strategy: Objective B. Enhance professional development plans for faculty and staff

Educational Practices: Quality Teaching

Activity	Person Responsible	Start	Resources	Ch. 4	Prof Ed	Tch Ind	Stu. Svc	Ed Tech
Continue to participate in site safety training including but not limited to Right to Know	Natalie Fatica	9/11/2007	\$0		X			
Continue to participate in workshops and learning experiences that instruct teachers in "best practice" methods of delivery instruction.	Natalie Fatica	9/12/2007	\$0		X			
Continue to utilize the observation and assessment process to obtain information regarding the strengths and needs of the ECTS faculty.	Aldo Jackson	6/11/2007	\$0	X	X			
Create a professional growth team to recommend professional development options including pedagogy and occupational specific topics.	Natalie Fatica	8/1/2007	\$0		X			
Each of the 19 Programs will establish and maintain an Occupational Advisory Committee.	Natalie Fatica	9/11/2007	\$0		X			
ECTS Faculty and Staff will receive training on relevant software used	Administrative Staff	9/6/2007	\$0		X			

ECTS Faculty to align curriculum to NOCTI exam	Natalie Fatica	9/6/2007	\$0		X			
ECTS staff encouraged to expand their computer and necessary work skills by attending RCTC or regional post-secondary institution.	Administrative Staff	9/6/2007	\$5,000		X			
Faculty Align Curriculum to NOCTI Assessment	Prof. Dev. Comm.	9/6/2007	\$0					
Identify gaps in current processes identified in the professional development plan.	Prof. Dev. Comm.	8/1/2007	\$0		X			
Review and update professional development plan.	Natalie Fatica	N/A	\$0		X			
Start processes and appoint personnel to implement the induction plan.	Prof. Dev. Comm.	8/7/2007	\$0		X			
Start processes to implement the professional development plan.	Prof. Dev. Comm.	7/1/2009	\$0		X			
Use the developed data base to make decisions regarding professional development and in-service offerings for ECTS faculty.	Natalie Fatica	N/A	\$0		X			
Workplace visitations based on the most current technology in the specific area of instruction.	Natalie Fatica	9/12/2007	\$0		X			

Strategy: Objective C: Build Career Pathways
Educational Practices: Continuous Learning Ethic

Activity	Person Responsible	Start	Resources	Ch. 4	Prof Ed	Tch Ind	Stu. Svc	Ed Tech
1. Research model career pathway programs that match with ECTS programs.	Professional Advisory Council	7/2/2007	\$2,500				X	
2. Adopt and publish career pathways for use by prospective students, parents and others.	Aldo Jackson	7/2/2007	\$5,000				X	
3. Engage relevant agencies to build or modify career pathways.	Aldo Jackson	7/2/2007	\$2,500				X	
4. Align curriculum to career pathways.	Jan Kennerknecht	7/1/2008	\$0				X	
5. Create a career pathway diagram for each ECTS program.	Administrative Staff	7/1/2008	\$0				X	

Goal: 4. Provide student services and support to ensure success

Description: The gap between PSSA standards and CTC student results is reduced by 75%. The following tools and services are in place as part of a career development system: 1) Authentic portfolio 2) Middle school presentations 3) Faculty and staff mentors 4) Cross training occurring within clusters 5) Retention factors have been analyzed 6) Elementary school career awareness program A study skills program has been implemented.

Strategy: Objective A. Provide academic programs that meet the needs of students
Educational Practices: Continuous Learning Ethic, Quality Leadership, Quality Teaching

Activity	Person Responsible	Start	Resources	Ch. 4	Prof Ed	Tch Ind	Stu. Svc	Ed Tech
1. Analyze results from the PSSA and other assessments to identify areas for improvement in mathematics, reading and writing.	Patrick Holland	8/1/2007	\$0	X				
2. Research and adopt improvement programs that address PSSA mathematics standards (i.e. online programs, remediation, tutoring, applied instruction, etc).	Aldo Jackson	7/2/2007	\$25,000	X	X			
3. Research and adopt improvement programs that address PSSA reading standards (i.e. online programs, remediation, tutoring, applied instruction, etc).	Aldo Jackson	7/1/2008	\$35,000	X	X			
4. Research and adopt improvement programs that address PSSA writing standards (i.e. online programs, remediation, tutoring, applied instruction, etc).	Aldo Jackson	7/1/2008	\$35,000	X	X			
5. Conduct curriculum development to create cross-program classes in mathematics and technical writing.	Jan Kennerknecht	7/1/2008	\$10,000	X				

6. Investigate and implement minimum academic requirements as a pre-requisite for admission to ECTS.	Professional Advisory Council	7/1/2008	\$0	X				
7. Grant graduation credit for academic courses at ECTS.	Professional Advisory Council	7/1/2008	\$0				X	

Strategy: Objective B. Implement a career development system to facilitate student success

Description: A career development system includes a variety of planned activities that contribute to student success in career and technical education programs leading to employment or post-secondary education.

Educational Practices: Artful Use of Infrastructure, Continuous Learning Ethic, Quality Teaching

Activity	Person Responsible	Start	Resources	Ch. 4	Prof Ed	Tch Ind	Stu. Svc	Ed Tech
1. Convene a committee to research district graduation requirements and revise ECTS portfolio procedures to establish benchmarks leading to authentic assessment.	Patricia Palo	7/2/2007	\$0	X			X	
2. Implement an ECTS presentation/recruiting program for middle school students, parents, faculty and administration.	Lisa Sorensen	7/2/2007	\$5,000				X	
3. Develop procedures for promoting articulation agreements and dual enrollment options to ECTS students.	Jan Kennerknecht	8/27/2007	\$0				X	
4. Develop Associate Degree plans for students.	Jan Kennerknecht	7/2/2007	\$0				X	
5. Create advisory teams of faculty and staff as mentors in career guidance.	Administrative Staff	7/1/2008	\$1,000				X	
6. Identify career academies/clusters within ECTS and develop plans for collaboration and cross-training of students	Jan Kennerknecht	7/1/2008	\$0					
7. Develop a plan for district guidance personnel to visit and explore ECTS academies/clusters.	Patricia Palo	7/1/2008	\$2,200				X	
8. Investigate the barriers that discourage students from continuing their enrollment at ECTS	Patricia Palo	7/1/2008	\$0				X	
9. Work with school districts to develop a career awareness program for elementary school children, parents, faculty and administration.	Patricia Palo	7/1/2009	\$5,000				X	

Strategy: Objective C. Develop student success services (i.e. counseling, placement, articulation, etc.)

Description: Student success services are designed to meet the needs of students with disabilities and those with organizational needs.

Educational Practices: Quality Teaching

Activity	Person Responsible	Start	Resources	Ch. 4	Prof Ed	Tch Ind	Stu. Svc	Ed Tech
1. Improve the current pre-vocational assessment and placement procedure to assist students with special needs in choosing the Career and Technical program for which they are most suited.	Patrick Holland	8/1/2008	\$0				X	
2. Identify the Study /Organizational Skills needed for success for students to be able to learn and retain the theory and procedural knowledge of their chosen Career and Technical Program.	Patrick Holland	8/7/2007	\$0				X	
3. Develop a plan and forum to implement support program for students to get assistance in the Study/Organizational Skills Develop a basic routine to review steps in organization that aide could use to cover daily, weekly, quarterly planning.	Patrick Holland	8/1/2008	\$0				X	
4. Workshop for teachers on simple, effective time management and organizational tools emphasizing multi-tasking and practical methods. These methods would also be applicable to students of all levels.	Patrick Holland	8/1/2008	\$2,500		X		X	

Goal: 5. Provide and update facilities, equipment and technology to meet current and future needs

Strategy: Objective A. Provide technology that maximizes student learning

Educational Practices: Artful Use of Infrastructure, Quality Leadership

Activity	Person Responsible	Start	Resources	Ch. 4	Prof Ed	Tch Ind	Stu. Svc	Ed Tech
1. Develop technology plans in each lab to address emerging and changing technology emphasizing on business practices, program collaboration, and resource sharing.	Administrative Staff	7/2/2007	\$400,000					X
2. Implement a digital classroom model that enables computer based instruction.	Jeff Smith	7/1/2008	\$160,000					X
3. Educate students, faculty and staff on use of current technology assets.	Aldo Jackson	N/A	\$10,000		X			X
4. Utilize technology solutions to engage students with interactive learning techniques in all labs.	Jeff Smith	7/1/2009	\$25,000					X

Strategy: Objective B. Adapt physical space and location of programs to enhance program delivery

Educational Practices: Artful Use of Infrastructure

Activity	Person Responsible	Start	Resources	Ch. 4	Prof Ed	Tch Ind	Stu. Svc	Ed Tech
1. Develop an RFP and enter into a contract for ongoing architectural services and then conduct a feasibility study of space and infrastructure needs impacting existing programs and services with known issues.	Administrative Staff	7/1/2008	\$20,000					
2. Design and then complete renovations and alterations determined from Step 1 through service and program driven building projects.	Administrative Staff	7/1/2009	\$1,950,000					
3. Assist districts in building a Special Needs Transition Center	Professional Advisory Council	7/2/2007	\$200,000					
4. Complete a feasibility study to determine alternate sites for existing and expanded program delivery that would move training into the community.	Administrative Staff	7/1/2008	\$20,000					
5. Examine the strategic planning action steps determined by Organizational Growth committee for new or discontinued training programs.	Administrative Staff	7/1/2009	\$25,000					
6. Review the feasibility studies and cost projections for Objective B.1 to B.5 and consider a complete renovation of the High School and Skill Center Building.	Professional Advisory Council	7/1/2008	\$21,000,000					

Strategy: Objective C. Update facility, equipment and technology annually to keep pace with changing needs

Educational Practices: Artful Use of Infrastructure

Activity	Person Responsible	Start	Resources	Ch. 4	Prof Ed	Tch Ind	Stu. Svc	Ed Tech
1. The annual budgets for lab equipment, technology and facilities is developed and approved after needs requests are solicited from ECTS/RCTC instructors and staff.	Joint Operating Committee	7/1/2007	\$600,000					X
2. Capital funding requirements will utilize State/Federal and Local Grant opportunities to supplement local district funding.	Administrative Staff	7/1/2007	\$500,000					
3. Develop a multiple year plan to grow the Capital Reserve fund balance and then maintain an accumulated fund balance equal to 15% of the annual operating budget.	Joint Operating Committee	N/A	\$1,000,000					

Goal: 6. Mathematics

Strategy: 1. Provide programs and services to improve Student performance on PSSA Mathematics

Educational Practices: Artful Use of Infrastructure, Continuous Learning Ethic, Quality Leadership, and Quality Teaching

Activity	Person Responsible	Start	Resources	Ch. 4	Prof Ed	Tch Ind	Stu. Svc	Ed Tech
Analyze results from the PSSA and other assessments to identify areas for improvement in mathematics.	John Hansen	7/1/2007	\$0	X				
Research and adopt improvement programs that address PSSA mathematics standards.	John Hansen	7/1/2007	\$0	X				
Conduct curriculum development to create cross-program classes in mathematics.	John Hansen	7/1/2007	\$0	X				
Investigate and implement minimum academic requirements as a pre-requisite for admission to ECTS.	John Hansen	7/1/2007	\$0	X				

Goal: 7. Reading

Strategy: 1. Provide programs and services to improve student performance on PSSA Reading

Educational Practices: Artful Use of Infrastructure, Continuous Learning Ethic, Quality Leadership, and Quality Teaching

Activity	Person Responsible	Start	Resources	Ch. 4	Prof Ed	Tch Ind	Stu. Svc	Ed Tech
Analyze results from the PSSA and other assessments to identify areas for improvement in reading.	John Hansen	7/1/2007	\$0	X				
Research and adopt improvement programs that address PSSA reading standards.	John Hansen	7/1/2007	\$0	X				
Investigate and implement minimum academic requirements as a pre-requisite for admission to ECTS.	John Hansen	7/1/2007	\$0	X				

Goal: 8. Student Attendance

Strategy: Monitor

Educational Practices: Artful Use of Infrastructure, Quality Leadership

Activity	Person Responsible	Start	Resources	Ch. 4	Prof Ed	Tch Ind	Stu. Svc	Ed Tech
Annual Evaluation	Aldo Jackson	N/A	\$0					
Quarterly Monitoring	Aldo Jackson	N/A	\$0					

Goal: 9. Meet State Standards for Participation in Assessments

Strategy: Coordinate Participation with Affiliate Districts

Educational Practices: Quality Leadership

Activity	Person Responsible	Start	Resources	Ch. 4	Prof Ed	Tch Ind	Stu. Svc	Ed Tech
Calendar Coordination	Aldo Jackson	1/4/2008	\$0	X				