

**Erie County Technical School
Director's Report
June 2009**

Funding Formula. One district has notified us of its approval of the proposed funding formula. Another district postponed their vote for further consideration.

Annual Assessments. The director has met with each administrator to conduct annual performance assessments. The annual assessments are tied to salaries as contained in our Act 93 plan. The Director respectfully submits a personnel motion this month for the approval of salary increases and merit pays for our administrative staff.

Administrative Retreat & Management Review. From June 16 to 18, the administrative staff and student services staff met to review annual performance data and other key issues within the school. The result of the review are priority action plans for the 2009-2010 school year. We will share the action plans with the operating committee at the June or July board meeting. The retreat also fulfills our obligation to conduct a management review for our ISO quality management system.

Operations & Management Survey. Forty staff members completed our annual *Operations & Management Survey* that allows the survey respondent to rate each of our operational services as well as core values within the school. This year's ratings are above last year's ratings. As benchmarks, we look for all categories to receive an overall grade of 'B' or better. We also look to see if 80% of the respondents rated each category as a 'B' or better.

Support Staff. With the increased enrollment in our Networking Technologies program and the program operating both AM and PM sessions, we have lost our staff member that coordinated our academic remediation program, Study Island. The administration would like to fill that responsibility with a part-time instructional assistant. We are fortunate that our Perkins allocation for 2009-2010 contains an additional \$20,000. The cost for a part-time instructional assistant is about \$13,000.

PSBA Board of Directors. As the past president of the Pennsylvania Association of Career & Technical Administrators (PACTA), one of the responsibilities is to serve as the PACTA representative to the PSBA Board of Directors. The Director respectfully requests the operating committee's endorsement to serve in this role for the next two years.

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

- *REthink Erie—Education Committee*, each Thursday, Gannon University; regional education group working with planning for community college.

- *Pennsylvania School Board Association*, May 30, Mechanicsburg; PACTA representative serving on PSBA nominating committee
- *Superintendent of Record Transition Meeting*, June 12; with Larry Kessler and Michele Campbell; to discuss duties of the superintendent of record
- *PSBA Board of Directors Orientation & Meeting*, July 11-12, Gettysburg; PACTA representative serving on PSBA board