

Erie County Technical School Director's Report June 2010

2010-2011 Planning Retreat & Management Review.

From June 14 to 16, administrative staff members, student services staff members and three faculty members met to review annual performance data and other key issues within the school. The results of the review are three priority action plans for the 2010-2011 school year. The retreat also fulfills our obligation to conduct a management review for our ISO quality management system. Drafts of the priority action plans are available for review in the supplemental section of the agenda. The planning retreat document is available in the supplemental section of the agenda.

Annual Assessments.

The director has conducted the annual performance assessment for each administrator. The annual assessments link 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.

Operations & Management Survey.

Forty-three 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 were mixed when compared to last year's ratings—some ratings were up, several were down. 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. Of the 65 categories, respondents rated 58 of them (89%) at a grade of 'B' or better.

Director's Travel and Meetings.

The director's recent and scheduled meetings include:

- *REthink Erie—Facilities Committee*; ECTS; May 28; planning for community college
- *Classified Unit Negotiations*; ECTS; June 8
- *Classified Unit Negotiations*; ECTS; June 15
- *REthink Erie—Academic Services*; Gannon University; June 18