

**Erie County Technical School
Director's Report
March 2010**

Recruitment & Retention Update

Attention to recruitment and retention continued into March. The *declining enrollment projections* and the *comprehensive marketing plan* were reviewed with 109 business and industry representatives at the March 9 Occupational Advisory Committee meeting.

The Guidance and Advisement Committee reviewed the first extract of student withdrawal data. That review led to several questions about the withdrawal process, documenting a withdrawal, and data entry/verification of withdrawal information. The committee is composing and reviewing a mapped withdrawal process and a work instruction for data entry.

A sub-group of the Marketing Committee made a decision to cancel the April 19 and 20 'Dinner with Teacher' event. Original calculations, which omitted combining students and parents, had 390 students, parents, guests and staff attending the event. The revised calculation had 610 people attending the event. The additional 220 people exceeded our funds limit, stretched our 'logistical' limits, and drew questions about the cost/benefit of holding the event. The Marketing Committee will meet to review alternative activities as a substitute to the Dinner with Teacher event.

Building Alterations/Additions/Feasibility Study

Our feasibility architect, Chris Coughlin, will join us during the work session in March to follow-up with operating committee members on their thoughts about moving forward in the design of building alterations and additions. There are certainly many questions to answer and we will work through them. Natalie Fatica and Joe Tarasovitch conducted a student survey regarding the interest of students to attend ECTS for their academic classes. Of 594 respondents:

46% said 'yes',
31% said 'maybe', and
23% said no.

In the same survey conducted in 2008-2009, of 607 respondents:

38% said 'yes',
34% said 'maybe', and
28% said 'no'.

Paul Fritz, Jim Bucksbee and the director also met with Mike Zubasic, Managing Director of PNC Capital Markets, to begin the dialogue on financing. Mr. Zubasic will be compiling some preliminary information to present to the school.

Pennsylvania Inspired Leadership—Special Education

The director and other administrators are participating in a PIL program sponsored by PACTA that examines special education practices in career and technical education. One of the major projects required in the PIL is a review of five special education IEPs. The review covers six competencies including:

- Review the employment of the appropriate IEP forms and procedures
- Identify the targeted levels of student achievement
- Examine IEP-based specially designed instruction
- Review Progress Monitoring techniques to assess student progress
- Analyze formative and summative data from Progress Monitoring
- Examine the modification of IEPs on an annual basis as determined by student achievement

PACTA has also established an on-line forum where PIL participants post questions, provide responses, and track the conversations involving numerous aspects of special education in the career and technical school.

Director's Travel and Meetings

The director's recent and scheduled meetings include:

- *REthink Erie Community College Meeting*; ECTS; March 2; with Dr. Judy Miller
- *Classified Unit Negotiations*; ECTS; March 2
- *Greening of Pennsylvania's Labor Market Information - Listening Session*; Douglass Conference Center, Meadville; March 3; regional sessions hosted by Pennsylvania Partners to define 'green' jobs and industries
- *Marketing Committee Meeting*; ECTS; March 4
- *County-level Workforce Development Committee*; Erie Regional Chamber offices; March 9; local workforce development discussions
- *Occupational Advisory Committee Dinner Meeting*; ECTS; March 9
- *REthink Erie Community College Meeting*; March 10
- *NWPA Workforce Investment Board Meeting*; Meadville, March 12
- *Classified Unit Negotiations*; ECTS; March 16

- *Meet & Discuss—ECTS Federation of Teachers*; March 19; regular monthly meeting of administrators and federation officers
- *Erie Together Community Forum*; Ambassador Conference Center, March 30; In an effort to address poverty in our area, the Greater Erie Community Action Committee (GECAC), United Way, and the Mercyhurst College Civic Institute, propose an approach conversant with all sectors of our community, that addresses poverty at both the systemic and individual levels. By building human and social capital, neighborhoods can be improved, lives enriched, and families and the community will become more economically secure.