

BUREAU OF CAREER AND TECHNICAL EDUCATION

APPROVED PROGRAM EVALUATION CORRECTION PLAN AND STATUS UPDATE

2010-2011

School District/CTC Name:	<u>Erie County Technical School</u>	Chief School Administrator:	<u>Dr. Aldo R. Jackson, Director</u>
School Contact:	<u>Joseph Tarasovitch</u>	School Contact Email Address:	<u>jtarasovitch@ects.org</u>
Date of Review:	<u>September 28-30, 2010</u>	School Telephone Number:	<u>(814) 464-8600</u>
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CIP Code No(s). and Name(s) of Approved Programs Reviewed:

CIP CODE	CIP TITLE
10.0399	Graphic Communications, Other
11.0901	Computer systems Networking & Telecommunications
12.0401	Cosmetology/Cosmetologist General
12.0508	Institutional Food Workers
15.0303	Electrical Electronic Communications
15.0403	Electromechanical Technology/Engineering Technology
15.1301	Drafting & Design Technology/Technician, General
19.0708	Child Care and Support Services Management
32.0105	Job Seeking/Changing Skills
46.0201	Carpentry/Carpenter
46.0401	Building/Property Maintenance and Manager
47.0603	Auto body repair technology
47.0604	Automotive Mechanic technology
48.0501	Machine Tool Technology
48.0503	Machine Shop Technology
50.0402	Commercial & Advertising Art
51.3902	Nursing Assistant/Aide and Patient Care Assistant/Aide
52.1201	Management Information Systems, General
52.1905	Tourism & Travel Services Marketing Operations

CORRECTION CITED ON APPROVED PROGRAM EVALUATION FINAL REPORT	PLAN TO ADDRESS	BY WHOM	BY WHEN	ACCEPTABLE BY PDE		PDE RESPONSE	STATUS UPDATE (PDE use ONLY)
				YES	NO		
1.2 CIPs 46.0201 Carpentry/ Carpenter and CIP 52.1905 Tourism & Travel Services Marketing - Provide documentation of the high-level academic courses that are integrated within the technical curriculum and instruction in this occupational program.	Appealing this citation. See Appeal of Findings. Grounds: Inconsistent analysis and interpretation, on a program-by-program basis, by the audit team members of the evidence provided by the school. Brief Explanation: Other programs have identical circumstances but were not assigned a correction status.						
2.1 CIPs 12.0401 Cosmetology/ Cosmetologist, General, 12.0508 Institutional Food Workers, 47.0603 Autobody/ Collision and Repair, 47.0604 Automobile/ Automotive Mechanics Technology/ Technician, 52.1905 Tourism & Travel Services Marketing Operations - Provide evidence that the program prepares students for employment and is supported by local employers.	Exception Taken to Correction Grounds: Audited to a non-relevant standard Brief Explanation: A 'status of correction' will not be applicable until 2011-2012 All CIPs noted in this correction will be addressed during the 2011-2012 program approval submission process in CATS. A thorough analysis and summary will be conducted to justify the need and operation of these programs based on regional workforce supply and demand, and other relevant criteria as established by PDE/BCTE.	Director, Business Partnerships Coordinator, Faculty, Occupational Advisory Committees	July 30, 2011 or other designated date as provide by PDE/BCTE				

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4.1 CIP 52.1201 Management Information Systems, General - Provide a copy of the valid teaching certificate and license for each teacher assigned to this approved CIP.	Appealing this citation. See Appeal of Findings. Grounds: Inadequate audit process Brief Explanation: Historical records will indicate instructor was endorsed by PDE/BCTE for this CIP in 1992.						
5.2 All CIPs except 48.0501 Machine Tool Technology - Provide evidence that the instructional equipment is comparable to industry needs as recommended by the Occupational Advisory Committee. Evidence includes the minutes of the Occupational Advisory Meeting.	Exception Taken to Correction Grounds: Inconsistent analysis and interpretation, on a program-by-program basis, by the audit team members of the evidence provided by the school. Brief Explanation: CIP 48.0501 has identical circumstances to all other CIPs and was not assigned a correction status. The school will design and utilize standardized agenda and minutes forms for all OAC meetings that include an agenda item that calls for an assessment of the equipment as meeting industry needs and a recorded endorsement of the same in the minutes.	Director, Business Partnerships Coordinator, Faculty Members Occupational Advisory Committees	April 2011				

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6.3 CIP 32.0105 Job Seeking/Changing Skills - Provide evidence that school entities provide students with adequate supports to meet academic standards as determined by Chapter 4, when applicable, with the student's IEP, and that instruction in academic areas at all school entities where the student is enrolled is appropriate to the chosen area of occupational training. Evidence includes transcripts, course sequences, student IEPs, support plans and operating agreements.	Appealing this citation. See Appeal of Findings. Grounds: Unfamiliarity with or misinterpretation of relevant school code Brief Explanation: Satellite agreement with district makes them responsible for provision of special education services and adequate supports.						
9.3 Provide evidence that joint planning occurs between the CTC/AVTS and the district of residence around the academic and other needs of attending students. Evidence includes agendas and minutes of joint operating committee meetings and of administrative committees.	Appealing this citation. See Appeal of Findings. Grounds: Inadequate audit process Brief Explanation: Additional investigation and consultation with auditee would have revealed evidence of joint planning.						

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12.1 Provide documentation that annual meetings of the LAC provide advice to the board and the administration concerning the program of the school, including its general philosophy, academic and other standards, strategic plans, course offerings, support services, safety requirements and the skill needs. http://www.portal.state.pa.us/portal/server.pt/community/career_technical_education/7692/advisory_committee_documents/507939	Appealing this citation. See Appeal of Findings. Grounds: Inadequate audit process Brief Explanation: Additional investigation and consultation with auditee would have revealed alternative process meets and exceeds standard.						
13.4 All CIPs - Provide documentation that OACs advise the board and staff on curriculum, equipment, instructional materials, safety requirements, program evaluation and other related matters and to verify that the programs meet industry standards and/or licensing board criteria and that they prepare students with occupation related competencies.	The school will design and utilize standardized agenda and minutes forms for all OAC meetings that include agenda items that call for a verification that the programs meet industry standards and/or licensing board criteria and that they prepare students with occupation related competencies, and a recorded endorsement of the same in the minutes.	Director, Business Partnerships Coordinator, Faculty Members Occupational Advisory Committees	April 2011				

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15.4 All CIPs - Provide documentation that performance objectives have been recommended by the Occupational Advisory Committee.	The school will design and utilize standardized agenda and minutes forms for all OAC meetings that include an agenda item that calls for a review of the performance objectives by the Occupational Advisory Committee and a recorded endorsement of the same in the minutes.	Director, Business Partnerships Coordinator, Faculty Members Occupational Advisory Committees	April 2011				
15.6 CIP 15.1301 Drafting & Design Technology/ Technician, General - Provide the industry-defined standards, certifications, regulations or licensing agreements demonstrated through industry assessment, industry credentials, industry certification, license or State assessment and provide the number of students who have earned industry credentials/ certifications.	Appealing this citation. See Appeal of Findings. Grounds: Audit considered only one aspect of the standard where other criteria were pertinent. Brief Explanation: School Code does not require students to acquire industry certifications. This program is accredited by the American Design & Drafting Association, which also meet the standard.						

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22.1 CIPs listed below – It was noted during the APE review that there were a number of signed articulated agreements that are not shown in CATS. Insure that all one to one articulations, in addition to the statewide articulation are listed with the accompanying post-secondary scope and sequence with each approved Tech Prep or POS delivery.	Appealing this citation. See Appeal of Findings. Grounds: Audited to a non-relevant standard Brief Explanation: Neither school code or program approval assurance requires 'all' articulation agreements be placed in the CATS system. All required programs have an articulation agreement entered in the CATS system.						
24.1 All CIPs - Provide documentation the all corrections identified in the previous APE have been completely satisfied and fully implemented.	Appealing this citation. See Appeal of Findings. Grounds: Inadequate audit process Brief Explanation: Additional investigation and consultation with auditee would have revealed that all but one of the prior corrections had been addressed.						