

Erie County Technical School Director's Report November 2011

Visits in November

The month of November seemed to turn into a visitor's month. The regional manager for Senator Toomey's office, Ms. Shelia Sterrett, contacted ECTS for a tour and discussion. We have scheduled the visit for the afternoon of Wednesday, November 16. This is the first time a U.S. Senator's office has reached out to ECTS.

The Bureau of Career & Technical Education has also contacted us for a day visit. Mr. Charles Sabulski, Western Region Advisor, Data Analysis and Contract Administration will be on campus on Monday, November 14. Mr. Sabulski would like to see various aspects of our operation including literacy, numeracy, our data tools and other things that are driving our student achievement.

ECTS also hosted our American Culinary Federation Foundation (ACFF) certification visit on Friday, November 4. Two representatives from ACFF were on campus all day to review our Culinary Arts program. The preliminary certification report was 'non-compliance' free.

We also had a request to meet with Gary Horton and Glen Duck of the Quality of Life Center. They would like to visit ECTS to see what kind of partnerships can be developed to assist city residents with workplace readiness and technical skills. That tour and discussion occurred on Friday, November 11.

Professional Learning Communities

The Bureau of Career & Technical Education has started a number of professional learning communities (PLC) for CTCs across the state. BCTE design a PLC for instructors in Automotive Technology, Construction Trades and Cosmetology. Three instructors and the director attended an opening session in State College on November 9. Our instructors from the three disciplines will interact with other CTC instructors throughout the rest of the year in a series of webinars.

Transition Center

After some minor operational issues with the Transition Center, the ECTS administration recommended to the superintendents that some form of 'management' be in place to oversee the operation of the Center. A leadership group will meet on November 11 to see how best to approach the issue. There is a possibility that ECTS would become the administrative agent for the Transition Center program.

RCTC and Corporate Training

We have secured a contract with Custom Engineering to conduct welding training for 10-12 employees. The training will occur on the first shift at the Skill Center welding laboratory beginning on Tuesday, November 29. The 200-hour program will occur over five weeks. A training contract has been written for Custom Engineering to cover facility usage, equipment usage and instructional materials.

Term II enrollments for RCTC are final at 167 students. Of that total, 111 are enrolled in regular part-time courses and 56 in other programs and services. There are 18 classes operating and five other programs. Other programs include PA State Inspection, PA State Emissions, a Mechanics Tool Course related to the inspection test, CFC testing and the Pre-Apprenticeship Carpentry program through New Choices/WANTO.

Other Action Items this Month

Other items the director has been working on in November include:

1. Policy reviews—200 Series, Pupils
2. Data analysis of promising admissions practices by sending districts

Director's Travel and Meetings

The director's recent and scheduled meetings include:

- ❖ *Building Renovation Meeting*; November 2; with Chris Coughlin and Steve Sceiford
- ❖ *Workforce Investment Board; Meadville*; November 4; bi-monthly meeting of the Northwest Pennsylvania Workforce Investment Board
- ❖ *Discipline-based Professional Learning Communities*; State College; November 9; with Andrea Lucarotti, Charlie Lytle and Sam Steever
- ❖ *Pennsylvania Inspired Leadership Program, Supervision*; Monroeville; November 10; with Pat Holland; state mandated professional development
- ❖ *Transition Center Program Management Meeting*; ECTS; November 11; with various district and ECTS representatives; to review a management plan and proposal
- ❖ *Campus Tour*; November 11; Gary Horton and Glen Duck, Quality of Life Center; to discuss partnership opportunity to provide technical training to New Americans and other city residents

- ❖ *Campus Tour, Bureau of Career & Technical Education, Pennsylvania Department of Education*; site visit by Charles Sabulski; November 14; to see activities related to academic and technical achievement
- ❖ *Campus Tour*; November 16; Shelia Sterrett, Regional Manager for Senator Toomey's office; to share capabilities of career and technical centers
- ❖ *Erie Regional Chamber and Growth Partnership Annual Meeting*; Ambassador Conference Center; November 17
- ❖ *Meet & Discuss*; ECTS; November 22; monthly meeting of Federation officers and management
- ❖ *Campus Tour, Eastern Westmoreland Career & Technology Center*; December 9; visit by various staff members; to see activities related to guidance, admissions and academic and technical achievement