

**Erie County Technical School
Director's Report
September 2012**

"Nothing New, Nothing Different, Just Better"

Start-up 2012-2013

Most would agree that our start-up this year has gone very well—despite vacancies in key positions across the campus. Double-duty is a familiar feeling among many staff members—but it is temporary. We purposefully kept the 'new initiatives' down coming into the new year. Our promise to the faculty and staff is "Nothing new, nothing different, just better." Good things are going on—keep doing them and do them better.

RCTC

Classes started the week of September 4. There are 194 registrations in 40 classes. Of the 40 classes, 24 meet minimum enrollment criteria resulting in 169 registrations. Projected gross revenue is \$40,410. Net revenue (tuition less wages) is projected at \$21,718. Registrations are about the same or slight up from last year. HVAC Basics, Auto Mechanics I and Microsoft Office I are the most popular classes.

Performance Check-ups

The director has met with all administrators and conducted performance check-ups for the Fall 2012 quarter. These check-ups cover the period August, September and October.

Other Action Items this Month

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

1. Working with Corry Area School District on their occupational advisory committees, Ch. 339 Program Approval Evaluation and PDE's Technical Assistance Program
2. PDE Annual Financial Report (in lieu of Business Manager, due Oct. 31)
3. Preparing for 2012-2013 STAY Campaign—Staff Teams Assisting Youth, An ECTS Student Retention Initiative

Director's Travel and Meetings

The director's recent and scheduled meetings include:

- ❖ *Erie Times News Career Fair*; Convention Center; August 29; to promote RCTC classes
- ❖ *Corry Area School District*; August 29; one-half day, p.m.
- ❖ *Corry Area School District*; September 6; full day; Technical Assistance Program and APE

- ❖ *County-level Workforce Development Team*; Erie; September 11; monthly meeting of workforce development agencies
- ❖ *Career Exploration Project*; Erie; September 13; monthly meeting of business and education with a mission of bringing together the two communities
- ❖ *Workforce Investment Board*; Erie; September 18; meeting of the northwest Pennsylvania Workforce Investment Board to approval new local plan and other policy changes
- ❖ *Career Exploration Project—Funding & Sustainability Committee*; ECTS; September 27; Director chairs subcommittee, to identify and obtain revenue streams for this community initiative