
**Erie County Technical School
Director's Report
February 2015**

Freeze

On Monday, February 16, at about 2:30 a.m. the school experienced an electrical outage. The outage lasted 10 hours. That same morning, our region also experienced record low temperatures in the -25 degrees range. Staff was onsite at about 6:00 a.m. and noticed the electrical outage and that the boilers were not operating.

We brought in EMSI to see if there was some way to get electricity to the water pumps for the hot water system. We decided to rent a generator that could provide 3-phase electrical service. As we restored power to the water pumps and heated water flowed through the system again, ceiling heater units began to thaw and leaks became evident.

In all, 12 areas in the building experienced a frozen heater unit. Those areas include:

1. Art & Design for Business laboratory
2. Business Manager's Office
3. Computer Networking laboratory
4. Cosmetology laboratory
5. Drafting & Design board room
6. Early Childhood theory room
7. Electrical Engineering laboratory
8. Facility Maintenance theory room
9. Facility Manager's Office
10. Information Systems & Technology Manager's Office
11. Mathematics, Room 9
12. Metal Fabrication theory room

No major equipment was damaged. Maintenance and custodial crews were able to keep up with clean ups as they occurred. We used Wm. T. Spaeder Co. to provide repairs to the units. Between disassemble, repair, and reassemble, it has taken eight days to repair the 12 units.

The Business Office has contacted our insurance agent to see how much of the damage repair will be covered. The insurance company has assigned an adjuster.

Building Project

At the February Professional Advisory Council meeting, Mr. William Hall, superintendent of Millcreek Township School District, indicated it looked like Millcreek could be in the financial position to contribute to the ECTS renovation project during the 2017-2018 academic year. This *soft* commitment came associated with the \$15 million project, rather than the more expensive project.

Web Page Redesign

A web page redesign steering committee has been formed. The committee met with Brian Amick and Aaron Gast of Werkbots to review the project's scope and identify requirements and resources as we kick-off this project. The steering committee will meet again with Messer's Amick and Gast on February 26 to take the first step in the discovery process. We anticipate the design process will take four months to complete.

Thanks to the following faculty and staff members who agreed to serve on the steering committee:

- a) Lisa Sorensen, Admissions Coordinator
- b) Kelly Sanders, Culinary Arts Instructor
- c) Jeff Smith, Information Systems & Technology Manager
- d) Terri Birchard, Business Manager
- e) Melissa Galbraith, Media Access, Public Relations Consultant

RCTC

Term IV registration opened on February 9 and will conclude on February 20. Those classes will occur between March 9 and April 24. Registrations at the time of this report stood at 42 students in 21 classes. A light registration, but Term IV usually is a lightly enrolled term. We also see a number of late registrations each term, so this number should increase before the start of the term.

Other Action Items in January

Other items the director has been working on this month include:

1. The 2015 District 10 SkillsUSA Competitive Events held on January 16, 2015, went very well. There were 384 students from 13 career and technical centers participating in trade contests at the New Castle School of Trades.
2. Conducting pre-observation conferences, observations, and post-observation conferences with faculty members as part of their professional development assessment.
3. Finalizing a written report on the salary survey for career and technical center directors in Pennsylvania. The survey was conducted in October. It will be very interesting to see the response of CTC administrators to the report. This is a *first of its kind*.
4. Reviewed YTD spending with administrators to determine need for budget transfers, availability of funds, and special projects
5. Working with various organizations to put together a campaign to encourage enrollments in non-traditional occupations (i.e. male/female).
6. The Erie Regional Chamber asked the Director to serve on the steering committee for the Destination Erie project. The project is due for implementation this spring. The director will serve as the strategic area leader for Education and Training.

Director's Travel and Meetings—February 2015

The director's recent and scheduled meetings include:

- ❖ *WIB Monitoring and Evaluation Committee*; Meadville; January 8; sub-committee meeting, Director serves as chair
- ❖ *Workforce Investment Board Meeting*; Meadville; January 21; monthly board meeting
- ❖ *Professional Unit Negotiations*; ECTS; January 22
- ❖ *Corry Human Resources Group*; Corry; January 27; presentation on WIN Learning
- ❖ *WIB Nominating Committee*; ECTS; January 29; to select a slate of officers
- ❖ *Web Page Redesign Meeting*; ECTS; February 4; with steering committee and Werkbot staff members
- ❖ *Professional Advisory Council*; Transition Center; February 6; monthly superintendents' meeting
- ❖ *Newspapers in Education/Career Street Meeting*; February 6; with Jennifer Pontzer and Chris LaFuria, Erie Times News; to discuss partnership between NIE and Career Street
- ❖ *WIN Learning Curriculum Integration*; IU5; February 11; meeting to discuss how career planning tool can be integrated into the curriculum
- ❖ *WIB Systems Design & Implementation Committee Meeting*; Meadville; February 11; sub-committee meeting
- ❖ *WIB Monitoring and Evaluation Committee*; Meadville; February 12; sub-committee meeting, Director serves as chair
- ❖ *Career Street Advisory Board*; Ambassador Conference Center; February 19
- ❖ *Workforce Investment Board Meeting*; Meadville; February 25
- ❖ *Web Site Redesign Steering Committee*; ECTS; February 26; first discovery meeting with Brian Amick and Aaron Gast