
Human and Quality Resources Report

January 2015

ISO.

Every year parents are surveyed to get their feedback on Erie County Technical School and its programs. Surveys are sent with report cards in February. There is generally a decent response to the survey. The results of the surveys will be compiled and reviewed.

The ISO internal audit kickoff has been scheduled. Audits usually finish the end of April. Teams will have to be realigned due to staff changes. There still should be enough auditors for four teams.

STAFFING.

Technology

Resumes are being collected for the Technology Technician. At this time, a full time position has been posted to hopefully attract good candidates and avoid the turnover that there has been over time. The hope is to have a candidate to recommend for the March board meeting.

Mentoring

Mentoring for the new instructors continues. As part of the mentoring process the new instructors observe labs of other instructors to gain insight in things that work well in the classroom. In addition, administration will meet the instructors and their mentors to check in on progress and address and needs that may arise.

ADULT EDUCATION.

Term IV begins on March 9th and will continue through April 24th, 2015. Registrations continue to be received. At this point, enrollment is lower than last year but many registrations come in just as classes begin.

OBSERVATIONS.

Scheduling of observations continues with just a few left to get on the calendar.

PAYROLL.

Continues on with changes and updates as requested by employees.