
**Erie County Technical School
Director's Report
September 2014**

Building Renovation

David Kuretich of Towner Engineering was on campus on Friday, September 12 to review current infrastructure to begin to determine potential energy savings from upgrades and renovations.

The business manager and director met with Mike Zubasic, of PNC Capital Markets, LLC, on September 17 to discuss a bond issue to fund the renovation project. The discussion led to the consideration of two funding alternatives—one bond for the full project (\$27,000, 000); or, two bonds, one at \$10,000,000 to cover the first three years of the project and a second bond at \$17,000,000 to fund the fourth year of the project. The administration will present both scenarios at the meeting.

Principal Effectiveness Program

PDE is requiring all principals, and career and technical school directors be evaluated with the PDE Principal/School Leader Rating Tool starting in 2014-2015. The evaluation tool is composed of four domains:

- A. Strategic/Cultural Leadership
- B. Systems Leadership
- C. Leadership for Learning, and
- D. Professional and Community Leadership

Each domain is comprised of components that identify and describe supervisory performance. Examples include:

- A. Builds a collaborative and empowering work environment
- B. Leverages human and financial resources
- C. Implements high quality instruction
- D. Shows professionalism

The supervising authority (i.e. JOC) rates an administrator's performance at one of four levels--failing, needs improvement, proficient and distinguished. PDE has designed the process to involve observation, evidence and a presentation. The administrator and supervising authority negotiate the number of components in each domain that the authority evaluates. PDE does not require the authority to evaluate the administrator on all components.

Due to this new process, which is significantly different from current local practice, the director recommends that a sub-committee of JOC members meet with the director to define the local process—which components will be evaluated, what forms of evidence will be expected, how and when will the evidence be presented, and who actually conducts the evaluation.

Equipment Grant

We received notice on September 10 that our equipment grant application is in a completed status and we will be receiving funds. The amount is unknown at this time until PDE

determines the number of schools submitting applications and the number of students enrolled in each school.

RCTC

Modern Industries contacted us for a Geometric Dimensioning & Tolerancing course for 15 staff members. We presented a proposal, which Modern Industries accepted, that provides 32 hours of instruction over an eight-week period. Instruction will begin on September 30.

The quality department at General Electric contacted us to provide a basic machining overview program. We are working with them to determine the exact content of the program.

Other Action Items in September

Other items the director has been working on include:

1. Submission of a final report on the Summer JAM grant to the Erie Community Foundation (see supplemental information for the report).
2. Worked with the Protection Institute to review and refine the online training program.
3. Working with a group of faculty and administrative staff members to develop and implement a campus-wide job acquisition program for all students.

Director's Travel and Meetings—September 2014

The director's recent and scheduled meetings include:

- ❖ *Manufacturer and Business Association Jobs Posting Web Site*; MBA; September 2; with Elaine Shaffer, and MBA representatives Ralph Pontillo and John Krahe; to discuss a web site that allows ECTS and Central Tech students to post résumés to a web page, and employers can post job openings
- ❖ *Principal Effectiveness Course*; IU5; September 8 and 9; review of PDE guidelines and procedures for director's and principal's observation and evaluation program
- ❖ *Rotary Club of Erie*; Erie; September 10; with Jennifer Nygaard Pontzer, Career Street Executive Director and Ann Scott, of Erie Insurance; to present Career Street to Rotary members.
- ❖ *CareerLink Career Counselor*; ECTS; September 12; with Carol Yankovich of CareerLink, and Remle Moyak, Lisa Sorensen, and Elaine Shaffer; to discuss opportunities available through ECTS and the county to support this county-wide career counseling position made available by the CareerLink
- ❖ *Art & Industry, Artist in the Classroom*; ECTS; September 15; ECTS; with Amanda Sisson Brown of Arts Erie, Tom Ferraro and Ed Grout, local teaching artists, and several faculty members; to discuss ECST student participation in this new community initiative
- ❖ *ECTS Renovation Project*; ECTS; September 17; with Terri Birchard and Jim Kubasic, of PNC Capital Markets; to discuss a bond issue as a means to fund the renovation project
- ❖ *Professional Unit Negotiations*; ECTS; September 18

- ❖ *Meet & Discuss*; ECTS; September 23; monthly meeting of federation officers and school administrators
- ❖ *Workforce Investment Board*; Meadville; September 24; monthly board meeting