
**Erie County Technical School
Director's Report
January 2016**

Budget Preparation

Putting together next year's budget usually fills the months of December and January. This year was no different. Mrs. Birchard carried the bulk of the effort in this year's budget preparations. We were pleased to present our proposed budget to the superintendents at their January 8, 2016 Professional Advisory Council meeting. Moreover, with nine of 11 districts in attendance, they endorsed the 2016-2017 budget proposal.

Public Transportation – EMTA

In a meeting originally arranged by Lesa Scalise with Michael Tann, Executive Director of the Erie Metropolitan Transit Authority, to discuss transportation for Transition Center students, we were also able to discuss the possibility of adding ECTS and RCTC to a route for adult education students, fingerprint services, and student transportation for placement purposes. The meeting was very productive. EMTA will be providing Lift service for Transition Center students. They have also agreed to establish a stop on the M3 route for RCTC classes and other campus services.

Professional Assessments

The director and principal conducted mid-year assessments with ten professional unit members on Thursday, January 21. This was the first use of our online professional development system, PA-ETEP, for evaluations. Generally, the system worked well.

With the start of the second semester, observations will start to gear up for Round II. A schedule developed by Mr. Tarasovitch splits the number of observations between the two semesters.

SkillsUSA District 10 Competitive Events

Thirty-five students, four faculty members, one administrator, and one board member represented ECTS at the District 10 Competitive Events held on Friday, January 15, 2016 at the New Castle School of Trades. Over 500 students, faculty, and business representatives were involved in the event. Thirteen CTCs from 11 counties coordinate over 50 contests at five locations. Overall, the day was a wonderful success.

RCTC

Term III classes began January 19. There were 141 registrations in 27 classes. Of the 27 classes, 22 met our 'break-even enrollment' criteria, resulting in 135 enrolled students. Projected gross revenue is \$56,295. Projected net profit is \$16,359. Enrollments and revenues are comparable to 2014-2015.

Other Action Items and Priorities in October

Other items the Director worked on during November and December included:

1. Reviewing criteria and expectations for the Ch. 339 Approved Program Evaluation scheduled in April.
2. Assisting CTC directors and SkillsUSA advisors in planning the District 10 SkillsUSA Competitive Events scheduled for January 15, 2016 at the New Castle School of Trades. The primary responsibility is web site maintenance for registration and contest management.
3. Continuing to investigate revenue and expense issues in food service department.

Director's Travel and Meetings — November and December 2015

The director's recent and scheduled meetings include:

- ❖ *Modern Industries*; Erie; January 5; with Dennis Sweny, Dave Jacquel, and Bob Marcoline; to discuss training needs of company
- ❖ *Professional Advisory Council Meeting*; ECTS; January 8; monthly meeting with superintendents
- ❖ *Business Partnerships with St. Vincent Health Systems*; ECTS; January 11; with Donna Smolko and Elaine Shaffer; to discuss partnership opportunities and corporate training needs
- ❖ *Workforce Development Board, Sector Strategies and Career Pathways Committee*; ECTS; January 13; with Jan Kennerknecht; bi-monthly meeting where Director serves as chair of committee
- ❖ *District 10 SkillsUSA Competitive Events*; New Castle; January 15; see earlier note in report
- ❖ *EMTA Route Meeting*; ECTS; January 19; with Mike Tann and Lesa Scalise; to discuss ECTS on EMTA route
- ❖ *Emerge 2040*; Erie; January 21; quarterly meeting to discuss the regional strategic plan
- ❖ *JOC President Agenda Review*; Fairview; January 22; with Andy Foyle; monthly meeting to review JOC agenda
- ❖ *Curriculum Leadership Workshop*; Monroeville; January 28; participating in Pennsylvania Inspired Leadership program
- ❖ *Project-Based Learning On-site Visit*; Erie; January 29; with Roach Hewitt, Mariea Sargent, and Carolyn Helm, SREB; to assess and develop project-based activities being developed by faculty members