

ERIE COUNTY TECHNICAL SCHOOL

PROPOSED AGENDA ITEM

DATE: May 26, 2016

SUBJECT: Curriculum Development – Summer Pay

CATEGORY: **Operations:** X **Policy:** **Information:** **Personnel:**

INITIATED BY: Jan Kennerknecht

DESCRIPTION: During the 2015-2016 curriculum audits, it was found that some of our curriculum is in need of revision. The following instructors have agreed to complete this curriculum work during the weeks of June 6-17, 2016. The time and expense allotted is up to 12 hours at \$35 per hour.

	Instructors	Program	Curriculum Projects
1.	Ken Balsiger	Auto Body Repair	Updating Program Guide, review and updating of main curriculum documents
2.	Marty Burnham	Electronics	Updating Duty/Task List, Course Sequence Chart, Syllabi to ETA Standards
3.	Sandy Carr	Supervisor of Instructional Support Services	Transitioning to new position, review of curriculum documents, accreditation, certification, etc.
4.	Rob Eggleston	Math	
5.	Donna Erdman	Early Childhood Education	NAEYC annual report, revising Course Sequence Chart, developing new syllabi, planning for Food Safety Manager lessons
6.	Roach Hewitt	Computer Programming	Modification of programming assignments for new Oracle package
7.	Remle Moyak	Career Planning Coordinator	Guidance & Advisement Syllabi and material development
8.	Curt Oakes	Culinary Arts	Updating coursework to meet new POS standards
9.	Kelly Sanders	Culinary Arts	Updating coursework to meet new POS standards
10.	Sherry States	Health Assistant	
11.	Sam Steever	Automotive Technology	Updating Course Sequence Chart, developing syllabi, updating Duty/Task List
12.	Rob Suprynowicz	Precision Machining	Updating Duty/Task List, development of rubrics
13.	Jeffrey Zellefrow	Tourism & Hospitality Management	Review of Course Sequence Chart and syllabi, updating instruction of hotel operations

RECOMMENDATION: Motion to approve payment to the instructors listed above at the current curriculum development rate of \$35 per hour up to a maximum of 12 hours.