

Erie County Technical School

Admission Coordinator Board Report

April 2017

Dr. Jackson and I visited all 11 sending schools to meet with students for the incoming 2017/18 school year. We gave all students an ECTS gym bag, shared frequently asked information, and passed out a reminder to attend the Dinner with Teacher event. At the end of each session we took a group photo that will be displayed in each school. We will also send the photos to be added in May to each school's social media page, newsletter, or any other form of parent communication. These greetings are designed to make the new students feel welcome, special, and allow them to see what other classmates are attending. It is also an opportunity to remind and encourage students and parents to attend the Dinner with Teacher event.

The Dinner with Teacher event will take place the evening of the JOC meeting on April 27. Parents and students are welcome to attend any time between 5:00- and 6:30 PM. We expect over 500 guests. Each program will have current students and possibly Occupational Advisory Committee members to assist in greeting and mingling with guests. The goal of this dinner is to provide parents and students an opportunity to get to know the Instructor and each other prior to the start of the school year. Admissions shifts in the spring from a recruiting track to a retention track. From the time students are admitted until the beginning of the school year we reach out to new students each month in an attempt maintain their comfort level in their ECTS choice. These efforts have significantly reduced the number of students that decline their admitted enrollment.

We will close admission on May 1. The Guidance Counselors have all agreed that after this date any students applying to ECTS will not be admitted until the beginning of the 2017/18 school year. When the year begins students that have applied to programs with openings will visit for a few days to be they are making a good choice and admitted at that time. When the school year starts admissions will be open until mid – September.

During the month of April Admissions is responsible to confirm scheduling of students. This entails determining how many level 2 students will need to have an AM schedule to balance classes, working with students wishing to change programs or not return, and with special needs students requesting a 13th year.

I am looking forward to 8th grade presentations sending districts have invited me to do during the month of May. It has been my experience that students at the 8th grade level are very interested in the opportunities ECTS has to offer.