

**ERIE COUNTY TECHNICAL SCHOOL
AGENDA ITEM**

DATE: August 18, 2016

SUBJECT: Approve Program Evaluation Corrective Action Plan

CATEGORY: Operations

INITIATED BY: Aldo Jackson

DESCRIPTION:

The Bureau of Career and Technical Education requires a board-approved corrective action plan for findings in the Approved Program Evaluation. The administration has developed and is recommending specific activities to address the findings. Once approved by the Joint Operating Committee, PDE will review the Corrective Action Plan.

Motion:

To approve the Bureau of Career & Technical Education, Approved Program Evaluation Correction Plan, 2015-2016 for the Erie County Technical School, as presented.

BUREAU OF CAREER AND TECHNICAL EDUCATION

APPROVED PROGRAM EVALUATION CORRECTION PLAN AND STATUS UPDATE

2015-2016

School District/CTC Name: <u>Erie County Technical School</u>	Chief School Administrator: <u>Dr. Aldo R Jackson</u>
School Contact: <u>Dr. Aldo R Jackson</u>	School Contact Email Address: <u>ajackson@ects.org</u>
Date of Review: <u>April 13-15, 2016</u>	School Telephone Number: <u>814-464-8600</u>
BCTE Team Leader: <u>Michael Stanger</u>	BCTE Leader Email Address: <u>mstanger@pa.gov</u>

Professional Development Center (PDC) Contact and Location: Mr. William B Knorr, IUP

PDC Telephone Number: 724-357-6947 PDC Contact Email Address: barney.knorr@iup.edu

Corrective Action Plan must be returned within 30 days upon receipt.

CIP Code No(s) and Name(s) of Approved Programs Reviewed:

CIP CODE	CIP TITLE
	Programs Fully Reviewed
10.0399	Graphic Communications
11.0901	Computer Systems Networking/Telecommunications
12.0508	Institutional Food Workers
15.0303	Electrical, Electronic & Communications Technology
15.1301	Drafting & Design Technology
46.0201	Carpentry/Carpenter
46.0401	Building Property Maintenance
47.0603	Autobody/Collision & Repair Technology
47.0604	Automobile/Automotive Mechanics Technology
48.0501	Machine Tool Technology/Machinist
48.0508	Welding Technology/Welder
52.1201	Management Information Systems
	Programs Reviewed for Safety and Teacher Certification
12.0401	Cosmetology/Cosmetologist
19.0708	Child Care & Support Services Management

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32.0105	Job-Seeking/Changing Skills (D.O.)
46.0399	Electrical & Power Transmission Installers
50.0402	Commercial & Advertising Art
51.3902	Nursing Assistant/Aide & Patient Care Assistant
52.1905	Tourism & Travel Services Marketing Operations

CORRECTION CITED ON APPROVED PROGRAM EVALUATION FINAL REPORT	PLAN TO ADDRESS	BY WHOM	BY WHEN	ACCEPTABLE BY PDE		PDE RESPONSE	STATUS UPDATE (PDE use ONLY)
				YES	NO		
12.1 Provide documentation that membership on the local advisory committee shall consist of business and industry representatives, public sector employers, agriculture, labor organizations, community organizations, postsecondary education institutions, the general public, representatives authorized by the workforce investment board, and civic organizations.	Establish a Local Advisory Committee and conduct meetings of the Committee as mandated.	Director	September 2016				
12.2 Provide documentation that annual meetings of the local advisory committee provide advice to the board and the administration concerning the program of the school, including	Agendas and minutes will be maintained for all LAC meetings.	Director	September 2016 and ongoing				

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				YES	NO		
its general philosophy, academic and other standards, strategic plans, course offerings, support services, safety requirements, and the skill needs of employers.							
13.3 Provide documentation that the majority of occupational advisory committee members are employees and employers in the occupation for which training is provided and that membership also includes representatives authorized by the workforce investment board, civic organizations, and higher education institutions.	Agendas, minutes, and CATS submittals will reflect appropriate membership representation in the various categories, especially the workforce investment board.	Director, Business Partnerships Coordinator, and Faculty members	October 2016 and ongoing				
24.1 Provide documentation that all corrections identified in the previously approved program evaluation have been completely satisfied and fully implemented.	Documentation will be available in Corrective Action 12.1 and 12.2	Director	September 2016				
12.1 Provide documentation that membership on the local							

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				YES	NO		
advisory committee shall consist of business and industry representatives, public sector employers, agriculture, labor organizations, community organizations, postsecondary education institutions, the general public, representatives authorized by the workforce investment board, and civic organizations.							