

**Erie County Technical School
Director's Report
December 2017**

Renovation Project Financing

At their December meeting, the superintendents discussed financing for the renovation project. Mike Zubasic and Nick Falgione, of PNC Capital Markets, presented what the individual district costs would be based on a \$34 million project, over 15 years, under a 100% market value formula. Two points were raised after a discussion about the cost share of the project for Millcreek.

First, Millcreek asked the other districts to consider changing the capital outlay formula to reduce the burden on Millcreek Township School District. Their share of the project is approximately 36%. They asked if the other districts would move 5% of the obligation from Millcreek and distribute it equally over the other 10 districts, adding one-half of one percent to their capital obligation. The superintendents will review this recommendation at their January meeting.

The other point the group of business managers and superintendents looked at was scaling the project back, thereby reducing the total cost. They recommended the 'build-to-suit' portion of the project at the Skill Center and the corresponding utility building be removed from the project. There was some discussion about removing the Skill Center portion of the renovation altogether from the overall project, but the recommendation was to leave it as part of the project. The scaled back cost of the project is now \$28.4 million.

After a discussion in January about changing the capital outlay formula, the superintendents will most likely forward a recommendation to the JOC for their consideration.

Personal Finance & Business Math Class

The issues with the personal finance and business mathematics class have settled down. Based on feedback and some data analysis, we elected to excuse all seniors from the class unless they needed it as a math credit to graduate. Because juniors stood to benefit from the credit, we were reluctant to excuse them from the class due to unknown commitments made by guidance counselors and our juniors. The seniors were scheduled into a 'senior seminar' class that will cover various topics including NOCTI preparation and job seeking skills.

We will continue to study the math class to determine if we should offer it. We have a survey designed for juniors to see what impact and value it has for them. We will also meet with guidance counselors to review that data and reassess the value. We will also continue to discuss the math class with principals and superintendents. Overall, the current changes have led to a much better instructional environment and everyone seems satisfied with the current arrangement.

School Resource Officer

We received notice in November that our grant application for a school resource officer was approved by the Office of Safe Schools in the amount of \$26,500. The grant will cover 75% of the cost of a contract with the Erie County Sheriff's Office. Between JOC and County Council approvals, we expect the officer to start in February or March.

RCTC

Term II classes ended the week of December 15. There were 73 students in 17 classes. Revenue was \$13,136 and exceeded expenses by \$8,179. Term III registration is open and continues until January 5.

Food Service Department

As mentioned in previous reports by the Director, the financial performance of the department was a concern going into this year. The performance took another hit this fall as Union City elected to feed their students through their food service program. We are currently serving lunch to Northwestern AM students and Fort LeBoeuf PM students. We did communicate with those superintendents to see if they can serve lunch to those students starting in 2018-2019. It is important to also note that the Personal Finance and Business Math program also plays into our food service decision in terms of classroom space in the cafeteria.

The November Nutrition Group Service Report shows a year-to-date loss of \$13,479. We met recently with Melissa Kingen and Marla Perseo of the Nutrition Group to discuss the performance. At this time, they will be working up various proposals that take us out of the lunch program, but leave us with a breakfast, student break, and special functions services. We hope to have a proposal and recommendation for the February board meeting.

Other Action Items this November & December

Other items the director has been working on in November and December include:

1. Conducted pre-observation conferences, observations, and post-observation conferences with seven faculty members.
2. Conducted performance check-ups with all administrators reviewing their accomplishments from the prior 90 days and their priorities for the next 90 days.
3. Worked on the business plan and pro forma for Career Street the Product.

Director's Travel and Meetings—November & December 2017

The director's recent and scheduled meetings include:

- ❖ *Professional Advisory Council*; ECTS; November 3; meeting with superintendents
- ❖ *Celebration of Excellence*; Bayfront Convention Center; November 8; guest of Erie Arts & Culture, recognition of Art & Industry Project
- ❖ *Negotiations Committee*; ECTS; November 9; with JOC committee
- ❖ *Professional Unit Negotiations*; ECTS; November 15
- ❖ *Business Solutions Committee*; Phone conference; November 16; subcommittee of workforce development board
- ❖ *ECTS Open House*; ECTS; November 16; hosting prospective students and their families

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- ❖ *Career Street Business Plan*; ECTS; November 27; with Terri Birchard, Jennifer Pontzer, Jacqui Catrabone, and Debbie Thompson; to discuss Career Street as a product
- ❖ *Career Street Web Site RFP Conference Call*; ECTS; November 28; with Terri Birchard, Jennifer Pontzer, and Jeff Smith; interview with potential bidder
- ❖ *Blue Zones Presentation*; Blasco Library; November 29; attended as education representative for Emerge 2040, general presentation and education focus group
- ❖ *Career Street Web Site RFP Conference Call*; ECTS; November 28; with Terri Birchard, Jennifer Pontzer, and Jeff Smith; interview with potential bidder
- ❖ *Professional Advisory Council*; ECTS; December 1; meeting with superintendents
- ❖ *Career Street Business Plan*; ECTS; December 5; with Terri Birchard, Jennifer Pontzer, and Debbie Thompson; to discuss business plan for Career Street as a product
- ❖ *Campus Tour, Dr. Richard McDowell*; ECTS; December 5; with Natalie Fatica; President Emeritus of University of Pittsburgh – Bradford and board member of the Rural Regional College of Northern Pennsylvania
- ❖ *Executive Committee*; Phone conference; December 5; subcommittee of workforce development board
- ❖ *Unfair Labor Practice Hearing*; Pittsburgh; December 6; with Andy Foyle and Mark Wassell; to give testimony
- ❖ *Workforce Development Board*; Meadville; December 8; bi-monthly board meeting
- ❖ *Career Street Business Plan*; ECTS; December 12; with Terri Birchard, Jennifer Pontzer, and Debbie Thompson; to discuss business plan for Career Street as a product
- ❖ *Act 155 & Fund Raising*; ECTS; December 13; with Terri Birchard, Joe Tarasovitch, Marla Perseo, and Melissa Kingen of the Nutrition Group, Inc.
- ❖ *Erie County Career Pathways Alliance Meeting*; MBA Conference Center; December 15; quarterly meeting of leadership team
- ❖ *Board President Agenda Review*; H&H Machining; December 15; with Andy Foyle; to discuss agenda
- ❖ *Joint Operating Committee Meeting*; ECTS; December 19; monthly meeting

Holiday Wishes

Thanks to our Joint Operating Committee members as you keep your commitment to the Erie County Technical School and the students we serve, both high school and adult. May the graces of the holiday season find their way to you and your families.