
**Erie County Technical School
Interim Director's Report
March 2018**

Renovation Project

On March 1, 2018, Joe Tarasovitch led a tour of the school buildings for Greer Hayden, President and Robert Schafer, Senior Associate from HHSDR. Joining the group was James Vizzini from CJL Engineering out of Johnstown, Pennsylvania. The walk-about with the HHSDR group was supported by Tim Mello, the "lead" ECTS maintenance technician and Jeff Smith, the school's IT manager.

Campus Safety

The school conducted a lockdown drill that was designed to practice for an "intruder". The staff and the students were informed of the drill to ensure that there would be no panic stricken into the planned drill. The drill provided the practice of the "rhino-ware" door security mechanisms and the Navigate Preparedness System. A second drill

Food Service Department

The alternative food service plan started on Monday, March 5th. With the combination of adjusting the "break-times" and a decision to address personnel cost may have provided a viable solution to become more cost effective in the food service area. Terri Birchard, Joe Tarasovitch and the Nutrition Group Inc. management group will review and analyze the finances to drive the final discussion about the Nutrient Inc. groups position at the Erie County Technical School.

RCTC Advertising

Due to recent low enrollments in the RCTC programs, Joe Tarasovitch reviewed and analyzed the past practices of advertising for the RCTC programs and courses. The review displayed a high print advertisement, Mr. Tarasovitch scheduled a meeting to investigate radio as an option. On March 7th, Forever Media provided a demonstration and cost for the 2018-19 RCTC sessions.

Spring OAC Dinner

The spring Occupational Advisory Committee meeting was held on March 9th. The dinner and meeting provided for the instructors and their membership to discuss and approve curriculum and resources.

Policy Review Webinar

Joe Tarasovitch, Terri Birchard, and Natalie Fatica engaged in a webinar that was presented by The review of the PSBA policy group. The webinar provided the process to review, development, and update the ECTS policies. The administration has developed a plan to begin this review and update, and these efforts will be shared with the JOC in the future sessions.

Enrollment Review – Admin Procedure 126

The Superintendents were presented the “Administrative Procedural 126” review and a recommendation to allow the 2018-19 school year to maintain the current program structure. There are two programs of concern, Electronics and Precision Machining Technology. Joe Tarasovitch and Lisa Sorensen are in the process of identifying recruitment options to drive a turnaround in the enrollments of these two industry viable programs.

New Student Greetings

The week of March 19, the Interim Director and Admissions Coordinator, Lisa Sorensen, started visiting the participating high schools to congratulate and welcome our newest class—The Class of 2021. The ‘greeting’ includes a brief presentation about attending their new school, an invitation to Dinner with Teacher, a small gift, and a handshake. The greeting concluded with a group photograph that will find its way to our Facebook page.

Director’s Meetings—March 2018

The director’s recent and scheduled meetings include:

- ❖ *Professional Unit Negotiations*; ECTS; February 23, 27 and March 1
- ❖ *After School Faculty Meeting*; ECTS; March 1; meeting with faculty to support the NOCTI Testing Planning and Preparation
- ❖ *Tour with HHS DR Architect group*; ECTS; March 1; meeting to discuss the renovation project and building status.
- ❖ *Professional Advisory Council*; ECTS; March 2-cancelled; March 16 make-up; meeting with superintendents
- ❖ *Millcreek Township School Board Group*; ECTS; March 7; hosted a group of Millcreek Township Board Representatives; Briefly discussed the proposed building project and conducted a tour of the ECTS building.
- ❖ *Forever Media*; ECTS; March 7; meeting with Sarah Morrison and Helen Powers-Forever Media; Susan Tatalone, Terri Birchard-ECTS, discuss radio advertisement for the RCTC programs in the 2018-19 school year.
- ❖ *Occupational Advisory Committee Dinner*, ECTS; OAC Membership March 9.
- ❖ *Board President Agenda Review*; H&H Machining; March 16; with Andy Foyle; to discuss agenda
- ❖ *New Student Greetings*; 3 high schools-UNC, FLB, WBG; March 20; with Lisa Sorensen; to personally welcome the Class of 2021 as new ECTS students
- ❖ *Joint Operating Committee Meeting*; ECTS; March 22; monthly meeting