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

District 10 Skills USA Advisory Meeting

Joe Tarasovitch and Travis Woodburn hosted the Skills-USA advisors and directors from the district's career and technical centers. The purpose of the meeting was to review the 2018 Skills-USA competitions, the District 10 committee's finances, and to schedule the activities of the 2019 school year.

Policy Review and Approval

Joe Tarasovitch, Natalie Fatica, and Pat Holland engaged in the continued process of policy review of the PSBA policy group. The review and modifications of the section "000- Local Joint Operating Committee Procedures" will be presented for a board discussion and "second reading" and "board approval". The review and modification of the section "100- Programs" will be presented for their first reading. The administration will continue with the plan of policy section review, update, and presentation to the Joint Operating Committee for approval in each of the future JOC Board sessions.

Senior Meeting

Joe Tarasovitch and Sandy Carr conduct senior meetings on Friday, May 11th to inform and discuss with the seniors the plans and expectations for the "Senior Awards" day practice and ceremony. The seniors were provided a listing of valued information; as well as completed their "senior exit" survey.

EOY Assessment

The director and principal conducted end-of-year assessments for all the professional staff from May 16 to 18. Mr. Tarasovitch completed a PDE required Form 82.1 for each staff member in our online observation and evaluation system, PA-ETEP. The evaluation system includes formal and informal observations, a NOCTI action plan and a curriculum audit, and a student learning objective. An initial review of evaluation scores showed six staff members were rated distinguished, and the remaining 20 staff members were rated as proficient.

RCTC Report

Term V started on Monday, May 7th. We have three classes running this term, as well as large PA State Inspection classes in both May and June. In addition, we have one series student taking the online OSHA 10 Safety Course. A Welder Certification class was held on May 5th for several high school students and one adult student.

CDL enrollments rose to eight in the class that started on Monday, May 14th.

Work has started on establishing the RCTC 18-19 school calendar and schedule of classes.

Other Action Items this May

Other items the director has been working on in May include:

1. Worked with faculty members to complete the 'final score' portion of the Student Learning Objective (SLO).
2. Review performance data on each faculty member in preparing PDE 82.1 forms
3. Perkins Grant Performance Report Submission.

Director's Meetings—May 2018

The director's recent and scheduled meetings include:

- ❖ *Knox Law Firm Symposium*; Ambassador Conference Center; April 30.
- ❖ *Phone Conference with North Central Workforce Development*; ECTS; May 3; discuss the partnership with the North Central WIB to consider BETA test site for Career Street Product; with Jennifer Pontzer, Terri Birchard.
- ❖ *After School Faculty Meeting*; ECTS; May 3; meeting with faculty to finalize their PIMS "program certification submission.
- ❖ *PAC Monthly Meeting*; ECTS; May 4; meeting with Erie County Superintendents.
- ❖ *District 10 Skills USA Advisory Meeting*; ECTS; May 10; Advisors and Directors from the 13 CTC in District 10; closure meeting for the 2018 Skills USA competitions.
- ❖ *Harbor Creek School Board Tour*; ECTS; May 10; Kelly Hess and the HBK School Board members; walk-about the ECTS labs and discuss programs.
- ❖ *Senior Awards Meetings*; ECTS; May 11; Seniors at ECTS; 4 sessions to discuss awards day practice and ceremony.
- ❖ *AYES Luncheon*; ECTS; May 14; Elaine Shaffer and the Automotive Dealership members of the AYES program; recognition and preparation for the 2018-19 SY.
- ❖ *Fort LeBoeuf School Board Tour*; ECTS; May 17; Rick Emerick and the FLB School Board members; walk-about the ECTS labs and discuss programs.