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

Personal Finance & Business Math Class

Our first administrative priority for this school year, rolling out the new math class, has started fairly well. With 60 to 70 students in a class, we are fine tuning our attendance taking practices. We are still working on access to the electronic textbooks. We needed some sort of mobile device management to automate, deploy, and monitor these devices. Google for Education's MDM enables us to do that. We are awaiting educational institution approval by Google. We also had to come up with a creative way to store nearly 400 math notebooks. Culinary Arts has rotating carousel shelves. The concept is working pretty well for the math class.

Most importantly, we are resuming our search for a second part-time math teacher. Our second teacher obtained a fulltime math position at Corry. The use of Kelly substitutes has been somewhat helpful, but a math certified teacher is what the program needs.

Food Service

We are paying attention to the food service program this year. The 'Grab & Go' change in our breakfast program is intended to boost sales. A first look at lunch participation indicated a noticeable decline. We will be digging deeper into the numbers to see where the difference is between last year and this year.

Professional Development

Our online and small group professional development program is underway. Our four Distinguished Faculty Leaders (Sherry States, Elaine Shaffer, Donna Erdman, and Kayla Noonan) met with their respective groups for the first time on Thursday, September 14. For the first quarter, the training will focus on the process and value of reflection in teaching.

Renovation

We will be reviewing our renovation plans with the superintendents in October. We have some indication all districts may now be in a position to fund a project at the technical school. This is just the first of many steps to launching a project. Breaking ground during our 50th anniversary year in 2018-2019 seems like a good goal for the renovation project.

RCTC

Classes started the week of September 5. There are 86 student registrations in 23 classes. Gross revenue for the term equaled \$42,850 and net revenue equaled \$9,829.

Term III registration will occur between October 9 and October 20. Classes begin the week of October 30.

Other Action Items this September

Other items the director has been working on in July and August include:

1. Participated in professional unit negotiations and analyzed salary schedules and increases.
2. Assisted with two training contracts through RCTC – one for welding training, and a second for blueprint reading in machining and welding/metal fabrication.
3. Reviewed safety documents and other procedural items in Navigate Prepared in preparation for the rollout of program to faculty and staff.
4. Released the RFP for the Career Street website development.

Director's Travel and Meetings—September 2017

The director's recent and scheduled meetings include:

- ❖ *Professional Advisory Council Meeting*; ECTS; September 1; monthly meeting with superintendents
- ❖ *Growth Partnership Committee Meeting*; Erie; September 5; joint presentation with Mary Bula to leadership committee regarding Erie County Career Pathways Alliance and the Education & Training Consortium
- ❖ *September Faculty Meeting*; ECTS; September 7; Led group activity regarding "A Professional Code of Conduct"
- ❖ *Industrial Maintenance Program Meeting*; ECTS; September 12; with Lori Dever, Industrial Sales & Manufacturing, and Sara Tracey, Thomas P. Miller & Associates; to discuss RCTC course offerings eligible for apprenticeship program
- ❖ *Professional Unit Negotiations*; ECTS; September 12; with Jim Bucksbee, Marty Burnham, and Mark Cyphert
- ❖ *Northwest Industrial Resource Center Project*; ECTS; September 19; with Elaine Shaffer and other faculty; discussion of an ECTS role in the design and manufacture of awards for the "What's so cool about manufacturing?" video contest
- ❖ *Carpenters Union Training Facility Tour*; Pittsburgh; September 21; with Chip Folletti, Carpenters Union, and Mike Chevalier, President, Preferred Systems, Inc.
- ❖ *Agenda Review with JOC Chair*; Erie, September 22; with Andy Foyle; to review JOC agenda