
**Erie County Technical School
Director's Report
August 2018**

Director's Orientation

An orientation for Dr. Walker was planned and organized by the ECTS Leadership Team. The orientation was scheduled for the first two days of employment for Dr. Walker at the ECTS and included meetings with available staff, facility tours, introductions to important documents, and the completion of mandatory training. Orientation activities will continue as they are needed.

PIL Courses and New Directors Academy

As part of onboarding for Dr. Walker as the new ECTS Director, PDE identified several mandatory training events including three Pennsylvania Inspired Leadership (PIL) courses to be completed at IU4, and possibly IU5, locations. The PIL courses will meet four times for each course and the course sequence will take approximately two years to complete. The PIL courses begin in January 2019.

Also part of the onboarding for Dr. Walker will be completing the New Directors Academy in Harrisburg/Hersey in late September 2018. The Tuition Assistance Memorandum of Understanding has been modified to provide funding for this course.

Working with Neil Donovan as Career and Technical Distinguished Leader (CTDSL) from PDE

PDE has provided a mentor, Mr. Neil Donovan, to assist in the transition process for Dr. Walker. PDE has recently appointed Mr. Donovan and the northwestern PA regional representative for incoming career and technical school directors.

Mr. Donovan served the ECTS as Principal for several years before assuming the leader position at the Crawford County Technical School, a position in which he served for 10 years.

PDE is providing approximately 15 days of service from Mr. Donovan. The Tuition Assistance Memorandum of Understanding has been modified to provide funding for this support.

Mr. Donovan will be a course instructor for the New Directors Academy course.

Transition Team

Consistent with the Entry Plan presented by Dr. Walker, a Transition Team (TT) will be formed consisting of stakeholders from various constituent groups. Mr. Ring and Mr. Gallagher will represent the Joint Operating Committee on the TT.

Dr. Walker anticipates approximately three meetings with the TT to seek guidance on matters such as key stakeholder identification, policy and procedure, surveying the internal and external environments before the ECTS, and general process steps in getting started as a new Director. TT meetings should commence shortly after school starts when faculty and staff are on campus.

Visits & Meetings with Sending Schools

Also consistent with the Entry Plan presented by Dr. Walker, meetings are being scheduled and conducted at each of the sending school districts. Dr. Walker is meeting initially with each Superintendent and High School Principal and touring the schools. Additional meetings will be scheduled with Guidance Counselors as the school year gets underway.

The intent of meetings with representatives from each of the sending school districts are introductions to key stakeholders, basic familiarization, and discussions of challenges and opportunities.

Invitation the Joint Operating Committee (Retreat)

Dr. Walker would like to invite/request that the Joint Operating Committee (JOC) come together to engage in a conversation that may be used as the basis of documenting understandings and expectations, and documentation related, but not limited to, the following:

1. Current and future status of operations within the ECTS,
2. Current and future expectations of the ECTS Director,
3. Current and future status of key initiatives (ex. The renovation),
4. Staffing,
5. Job descriptions, and
6. General timing and sequence of events.

JOC Meeting Format Moving Forward

Dr. Walker observed in past JOC meeting minutes reports of the former ECTS Director relating to meetings attended. Question: Is logging and reporting to the JOC meetings attended by the ECTS Director considered to be a value-added activity?

Resource Officer

Dr. Walker reports that a new School Resource Officer (SRO) has been hired, has been provided with an office, and discussions have been underway in how best to deploy the officer in "community policing," educational, and support roles. Officer Luke DeHart is the new ECTS SRO.

Initial funding (AY 2018/2019) for the SRO came from the PDE Safe Schools grant. Principal Tarasovitch continues to investigate options of additional financial support from PDE for the 2019-20 school year. Funding for the SRO beyond the AY 2018/2019 is a matter that will remain important for the JOC and the sending schools.

Other Action Items This Month

Other items the director has been working on this month include:

1. Orientation, onboarding, and preparation for the new school year.

Director's Meetings — June 2018

