

Business Partnership Contacts  
October 19, 2018 to December 7, 2018  
Elaine Shaffer

**Meetings Attended, Events & Presentations**

- October 19 – Meeting to sign co-op agreement with Micro Tool Welding
- October 22 – Co-op student evaluations at Danylko Excavating, HyTech Tool & Design and Interstate Mitsubishi
- October 23 – Facilitated a staff PLC meeting
- October 23 – AFT Meeting
- October 24 – Meeting to sign co-op agreements with Lighthouse Electric
- October 24 – Career Readiness Team Meeting
- October 24 – Drafting & Design client meeting
- October 24 – Co-op student evaluations at Fort LeBoeuf Food Services, Gary Miller Chrysler and Bianchi Honda
- October 25 – Review of IEP students with Pat Holland and Sandy Carr
- October 25 – Group meeting with Dr. Walker to discuss planning
- October 25 – Drafting & Design client meeting
- October 25 – Co-op student evaluations at Hepler Electric, Contine and North East Marina
- October 25 – After school faculty meeting: Recruitment
- October 26 – Co-op student evaluations at PHB Machining, Tops Friendly Markets UC and The Warren Company
- October 29 – Meeting to sign co-op agreement with Keystone Electric
- October 29 – Co-op student evaluations at O'Reilly Auto Parts, RAS Auto Body and Lakeside Chevy Buick
- October 29 – Meeting to sign co-op agreement with Northwestern Manufacturing
- October 31 – Meeting to sign co-op agreement with New Harvest Restaurant & Pub
- November 2 – Co-op Seminar: Communication Skills
- November 6 – Meeting to discuss work experience options for a DDE IEP student
- November 6 – Co-op student evaluations at Champion Ford
- November 7 – NWPS Job Connect and Youth Committee Meeting at Crawford County CTC
- November 8 – Meetings for co-op student evaluations and to sign new co-op agreement with Hepler Electric
- November 8 – Drafting & Design client meeting
- November 13 – Meeting to discuss the Nontraditional Technical Assistance Pilot Program
- November 13 – Facilitated a staff PLC meeting
- November 13 – Co-op student evaluations at Fort LeBoeuf Food Services and Turf Management

November 14 – Co-op student evaluations at PHB Machining, H&H Machining and Micro Tool Welding

November 15 – Co-op student evaluation at Burger King Fairview

November 15 – Presentation on Co-op to Construction Trades students

November 15 - Recruitment Open House

November 16 – Co-op Seminar: Job Success and Promotion

November 19 – Erie Together Meeting

November 19 – Co-op student evaluations at Reddog Industries, Contine, Lakeside Chevy Buick and North East Marina

November 20 – Facilitated a staff PLC meeting

November 20 – Co-op student evaluations at H&H Aero, Signal-Tech and RAS Auto Body

November 30 – Co-op Seminar: Employability Skills

December 3 – Meeting to sign co-op agreement with Pennant Motors

December 3 – Co-op student evaluations at UPMC Hamot, YMCA Corry, HyTech Tool & Design and Lighthouse Electric

December 4 – Co-op student evaluation at Tops Union City

December 4 – Meeting to sign internship agreement with Union City Food Services

December 4 – Facilitated a staff PLC meeting

December 4 – Participated in a conference call with NC3T on co-op best practices

December 5 – Co-op student evaluations at O'Reilly Auto Parts, Gary Miller Chrysler, Bianchi Honda, Auto Express and Interstate Mitsubishi

December 6 – Meeting to sign co-op agreement with The Warren Company

December 6 – Co-op student evaluations at Champion Ford and Danylko Excavating

December 6 – After school faculty meeting: SLO

December 7 – Co-op student evaluations at Hepler Electric

### **Employers Contacting ECTS for Employment Candidate Referrals**

|                                                                         |                                  |
|-------------------------------------------------------------------------|----------------------------------|
| Job Notices, MAX Outreach                                               | Job Notices from the Federal GSA |
| Local Job Notices from the OFCCP                                        | Job Findah Network               |
| Advanced Metal Fab & Finishing                                          | Fralo Industries                 |
| Stevos Pizza                                                            | AIS                              |
| Credit Care Advantage                                                   | AP Staffing                      |
| Roofers Local #37 J.A.C.                                                | The Warren Company               |
| Amazon From Home                                                        | The Erie Club                    |
| Erie Press Systems                                                      | Monro, Edinboro                  |
| Plastikos                                                               |                                  |
| Joint Apprenticeship Program Heat and Frost Insulators & Allied Workers |                                  |

### **Employers Contacted for Field Trip, Shadowing, Co-op or Job Opportunities**

|                |                     |
|----------------|---------------------|
| Edinboro Manor | Eriez Manufacturing |
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