
**Erie County Technical School
Director's Report
June 2019**

Roundabout

PennDOT has started work on the Roundabout. Key points of a roundabout are as follows:

1. PennDOT operations have not been disruptive.
2. PennDOT has kept us updated with email messages.
3. PennDOT completed their archeological excavation and testing and they found some pieces of pottery.
4. There was minor media coverage of the excavation and the project in general.
5. PennDOT marked/flagged the boundaries they believe will contain the Roundabout.

Renovation Status

1. The Facilities Maintenance and Renovation Committee (FMRC) requested input from Del VonVolkenburg regarding his initial thoughts on prioritization of repairs.
2. The FMRC requested that Architect Chris Coughlin prioritize repair and develop a cost for preparing plans up to as a fixed cost, but NOT including putting of RFP's or bids.
3. The FMRC and Chris Coughlin met on Tuesday, June 17 to discuss prioritization and costs for development of plans for a fixed price.
4. Dr. Walker prepared a chronology of the renovation discussions and major developments for use particularly by new JOC members.
5. Dr. Walker prepared talking points for use by the JOC, PAC, and other stakeholders.
6. In the meeting with Legislators last month, it was suggested that we solicit support from the Erie Community Foundation, EGRA, etc. We are not at a point of having a clearly defined request and initiating conversations without being able to define a request is pre-mature.

CAEP Contract

1. The Director, Terri Birchard, and several Superintendents met with representatives of the Sarah Reed Center (SRC) April/May to present our requests for changes in the contract and services provided next year.
2. We asked representatives of the SRC to prepare a contract proposal in two weeks – They were not able to prepare the proposal in that timeframe.
3. The Director and Terri Birchard met with representatives of the SRC on Tuesday, June 11th to answer their questions about the services to be provided.
4. Representatives from the SRC indicated they would need another 45 days to prepare a contract proposal. 45 days will put us in mid-August leaving very little time for negotiation – This is a concern.
5. The only detail the Director and Terri Birchard have about a new contract proposal is that representatives from the SRC indicated they would be providing a pricing model based on a pre-purchase of a defined number of seats vs. a sliding price scale based on daily attendance.

ECTS Operations

1. Dr. Walker and Principal Tarasovitch completed and submitted the Carl Perkins Grant for next year. The Carl Perkins Grant for the ECTS is approximately \$335,000.00
2. Dr. Walker prepared and submitted the Safety and Security grant for next year based on meeting minutes and approval from the various OAC groups.
3. Dr. Walker conducted a day-long retreat with members of the ECTS Student Services group. No one can remember ever having a retreat for this group and the time was well spent and was really appreciated. Dr. Walker will continue with annual Student Services retreats.
4. Dr. Walker and Principal Tarasovitch completed detailed inspections of all ECTS HS laboratories, storage facilities, and offices. Many of the spaces were in good condition, clean, and orderly.
5. As a result of inspections and working with our faculty, we are reconfiguring some spaces for better utilization. Highlights of the reconfigurations are as follows:
 - a. Moving the manufacturing tool room from its current location to the current location of the manufacturing teacher offices (2 offices = large space) and reallocating the previous tool room space to our Computer Networking (CNP) Program. The CNP has strong enrollment growth and needs more space.
 - b. Moving the Teaching Assistants from room nine (9) to room 41.
 - c. Installing a large format teaching podium in the manufacturing laboratory to enable the teacher to spend more time in the laboratory with students.
 - d. Installing a soft wall in room nine (9) to create an office for our manufacturing teacher and creating a small work space/conference room for general use.
 - e. Installing a soft wall in the manufacturing theory room to minimize disruptions to manufacturing students while CNP student pass through the manufacturing theory room on their way to/from their laboratory space located in the manufacturing laboratory.
6. Dr. Walker prepared and sent a letter to the ECTS community discussing a new culture and expectations next year and going forward. The new culture and expectations will take three+ years to fully implement. The new culture and expectations are designed to improve efforts in the Danielson Domain 1 (Preparation for Teaching) and attendance. Highlights of the new culture and expectations include the following:

- a. Use of the Program of Study (POS) to educate students holistically about the content of their programs. Each POS will be converted into a "Course Map" designed by our faculty and the course map will be referenced multiple times per semester.
- b. Preparation of Student Learning Objectives – Derived from the POS and our "Duty / Task Lists."
- c. Consistent use of a syllabus with standardized information (Course Description, Student Learning Objectives, applicable policy, a list of major assignments and projects, and a course timeline).
- d. Development and submission of Lesson Plans – Unit Plans.
- e. Creation and maintenance of a digital central repository for lesson plans.
- f. Development and submission of assignments/activities for substitute teachers.
- g. Creation and maintenance of a digital central repository for assignments/activities for substitute teachers.
- h. Teachers educating students in a meaningful and consistent way regarding major course assessments, particularly the NOCTI/NIMS assessments.
- i. As a community – engaging with students to improve attendance.

7. We will likely need a July JOC meeting to ratify the hiring of several new employees.

Student Activity

We conducted our graduation at McDowell Intermediate High School. Our JOC member in attendance with Justin Gallagher.

Other Action Items This Month