
**Erie County Technical School
Director's Report
February 2020**

New Member JOC Orientation Completed

1. Robust agenda.
2. Structure and template set for future orientations.

Roundabout

3. There has been no activity on the ECTS site.
4. No contact from PennDOT regarding the sale or process for eminent domain.
5. PennDOT requested our permission to donate historical artifacts to a local museum (i.e., buttons and pottery shards).

Renovation Status

1. Coordinated a meeting between the ECTS Renovations Committee and Architect Chris Coughlin to discuss the following items:
 - a. Timeline of project deliverables from Chris
 - b. Progress on drawings that are reflective of all inputs to date.
 - c. Phasing of construction work (If we can't get it done in a single summer).
 - d. Payment schedule to the Architect/Engineers.

RCTC

1. Currently conducting the analysis called for in the Director's Performance Goals for this year.

New Program Development

1. Guidance from Superintendents (Processional Advisory Committee) was to focus on a healthcare-related program offering on the "High-Priority Occupations List" for Erie County.
2. New program approval process outline provided for consideration/reference.
3. Two meetings conducted with Erie Together (ET) to plan and prepare for a stakeholders meeting with the ET Healthcare Pathways Committee (Part of new program consideration/approval process).
4. Coordinating dates for a meeting with the ET Healthcare Pathways Committee.

Grants

1. PCCD School Safety and Security Grant.
 - a. PCCD has a safety grant program AND an eGrants submission site – DIFFERENT from PDE who also has a safety grant program AND a different eGrants submission site.
 - b. Decisions coming in February (Much later than anticipated).
 - c. Award notifications in March.
 - d. Application amount was ~\$225K.
2. Proposed State Budget includes significant funding cut for school safety.
3. Perkins Grant.
 - a. The ECTS submitted its Comprehensive Local Needs Assessment (CLNA).
 - b. Instructions for CLNA submission continue changes even though the submission window is open.
 - c. Countless days and hours consumed on the CLNA process. PDE expect grant application rewrites as their expectations and requirements change.

ECTS Operations

1. Risk, Vulnerability, and Assessment Team inspection Completed (December 2019).
 - a. Report provided in Executive Session this evening.
2. Conducting teaching observations for the Spring 2020 (Director = 1/2 , Principal = ½).

Student Activity

1. Sandy Carr and Lesa Scalise Presenting.

Erie County Technical School New Program Implementation Timeline

March, 2020 – Meet with Local Advisory Council to discuss new program options and review HPO

April, 2020 – Survey student interest of new program options

July/August, 2020 – Review of proposed options and selection of new program by administrative team.

August, 2020 – Develop new program proposal

August, 2020 – Communicate proposal to ECTS faculty and staff at in-service

August, 2020 – Present proposal to ECTS Local Advisory Council for review and endorsement

September, 2020 – Present proposal to PAC (Superintendents) for review and endorsement

September, 2020 – Present proposal to ECTS Joint Operating Committee for approval (motion for budget transfer)

October, 2020 – Present new program details to the eleven sending school guidance counselors and principals

November, 2020 – Identify OAC members and convene a planning meeting

November, 2020 – Identify costs for 2021-2022 budget

November, 2020 – August, 2021 – Prepare lab area with input from OAC members

November, 2020 – Bring together local stakeholders to participate in a DACUM workshop to review Program of Study and add local duty and task requirements to curriculum.

Fall, 2020 – Begin to recruit students for 2020-2021 school year

January, 2021 – Hire the Instructor

February, 2021 – Develop scope and sequence for programming using DACUM information and Program of Study

March, 2021 – Develop and approve articulation agreements with post-secondary partners

Spring, 2021 – Instructor to visit other CTC's offering similar programming

Spring, 2021 – Convene Occupational Advisory Committee to review and endorse program offerings

Spring, 2021 – Identify equipment and instructional resources needed for program

Spring, 2021 – Obtain PDE program approval for the 2021-2022 school year

July, 2021 – Purchase equipment and instructional resources needed for program

August, 2021 – First group students begin program training