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

Roundabout

1. This project has been quiet. PennDOT and/or Summit Township have been on-site to locate utilities via hydraulic excavation. The excavation site was repaired.
2. No contact from PennDOT regarding the sale or process for eminent domain.

Renovation Status

1. Conducted meeting of the Facilities Maintenance and Renovation Committee along with representatives from the Architect and Mechanical Contractor to discuss the renovation.
2. Discussed the need for phases in the renovation for purposes of maintaining operations during the school year – The renovation, once started, will take approximately one full year and the school cannot be closed.
3. Discussed the timing of payments for architectural services – Three payments to equal \$675K:
 - a. One will be billed now.
 - b. One will be billed in approximately February-March 2020
 - c. Last will be billed at project completion in approximately April.
4. The ECTS will process financial transactions for the design work on a “pass-through” basis. The ECTS will prepare/send invoices to each school district for their pro-rated shares of the design work.

CAEP Contract

1. The Superintendents (PAC) requested that we seek proposals from three service providers for a new CAEP program consistent with the operational details specified by the Superintendents.
2. The PAC requested that the three potential service providers each give a 20 minute presentation with 10 minutes following for questions.
3. The presentations are all scheduled for November 22, 2019.
4. The presentation meeting was pushed forward as much as possible to better facilitate the School District and ECTS budgeting processes.

RCTC

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

ECTS Operations

1. We continue with mandatory training and preparation for the 2020/2021 Perkins Grant application.
2. I am preparing three grant applications that are due at various points this year:

- a. PCCD Safety Grant (\$300K+) – Due November 4, 2019.
 - b. Supplemental Equipment Grant (\$35 -- \$50K depending on OAC requests)
Due in approximately late November/December – The grant has not been posted yet.
 - c. Perkins Grant – Two primary submission dates (\$325K+) – CLNA and full application – January 2020 and late spring/early summer
3. Dr. Walker and Principal Tarasovitch are continuing with “formal observations” for faculty members (pre-conferences, formal evaluations, post-conferences).
4. Dr. Walker and Business Manager Terri Birchard are moving into the 2020/2021 budgeting process.

Student Activity

1. Sandy Carr and Lesa Scalise Presenting.