|  |  |  |  |
| --- | --- | --- | --- |
|  | **Bath County High School**  **Career and Technical Education**  **Advisory Board Meeting**  **1/31/2012**  **5:30 – 6:30 PM**  **Mertz Culinary Classroom** | | |
|  | | | |
| Meeting called by: Sarah Rowe | |  | |
| Type of meeting: Regular Session | |  | |
| Facilitator: Sarah Rowe | |  | |
| Note taker: Katie Keyser | |  | |
|  | | | |
| Attendees: |  | | |
|  | | | |
|  | **Agenda topics** | | |
|  | Call to Order | | Sarah Rowe |
|  | Reading and Approval of Minutes | | Katie Keyser |
|  | CTE Chairperson Nominations and Election | | Sarah Rowe |
|  | Forestry Representative Presentation | | Bonnie Lee |
|  | Credential Testing | | Katie Keyser |
|  | Update on Student Surveys | | Sarah Rowe |
|  | Approval of Student Representatives | | Jane McMullen |
|  | School Board Report | | Sarah Rowe |
|  | Individual Committee Discussions | | CTE Teachers and Advisors |
|  | | | |
| Resource persons: |  | | |
| Special notes: |  | | |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **Bath County High School**  **Career and Technical Education**  **Advisory Board Meeting**  **1/31/2012**  **5:30 PM**  **Mertz Culinary Classroom** | | | |
|  | | | | |
| Meeting called by: | Sarah Rowe | | | |
| Type of meeting: | Regular Session | | | |
| Facilitator: | Sarah Rowe | | | |
| Note taker: | Katie Keyser | | | |
|  | | | | |
| Attendees: | Sue Hirsh, Paul Lancaster, Eddie Ryder, Bobby Burns, Roy Burns, Brenda Hite, Andy, Sebolt, Joey Altizer, Adaline Hodge, Jeff Hicks, Willie Jenkins, Jane McMullen, Earl Dodrill | | | |
|  | | | | |
|  | **Agenda topics** | | | |
|  | Call to Order | | Sarah Rowe | | |
| Discussion: Meeting opened at 5:45 p.m. | | | | |
|  | | | | |
|  | | | | |
| Conclusions: Next meeting scheduled for 2/27/12 @5:30 p.m. with a focus on future course offerings, what our community service plan looks like, a potential list of ITC programs and the liablility of work/community release programs. Andy Sebolt plans to introduce a representative from the medical community. Meeting Adjourned at 7:10 p.m. | | | | |
|  | | | | |
| Action items: | | Person responsible: | | Deadline: |
|  | |  | |  |
|  | |  | |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | Reading and Approval of Minutes | | Katie Keyser | | |
| Discussion: Minutes from 11/28/11 meeting. | | | | |
|  | | | | |
|  | | | | |
| Conclusions: Jeff Hicks motioned to accept the minutes as read. Adaline Hodge seconded the motion. | | | | |
|  | | | | |
| Action items: Minutes are approved and posted to the BCHS web site under the BCHS-CTE tabs. | | Person responsible: Katie Keyser | | Deadline: 1/31/2012 |
|  | |  | |  |
|  | |  | |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | CTE Chairperson Nominations and Election | | Sarah Rowe | | |
| Discussion: The description of the duties of the chair was expressed. Mr. Ryder was asked to consider the role of chair with the invitation being extended to Mrs. Debbie Faraone, who was absent from the meeting. | | | | |
|  | | | | |
|  | | | | |
| Conclusions: | | | | |
|  | | | | |
| Action items: Debbie Faraone accepted. | | Person responsible: | | Deadline: |
|  | | Jane McMullen | | 2/3/2012 |
|  | |  | |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | DSLCC Presentation | | Brenda Hite | | |
| Discussion: Brenda Hite invited Mr. Earl Dodrill, Coordinator, Continuing Education and Workforce Services, DSLCC to attend the meeting. Mr. Dodrill introduced the group to the programs available at DSLCC. The Forestry department at DSLCC has undergone some adjustments in response to the changes in the economy over the past several years. At present, there is less focus on product (i.e. sawmills, etc.). Students come from all over the country to attend the Forestry program offered at DSLCC. Most graduates transfer to Virginia Tech and other colleges to further their education in the field or take advantage of National Forest Service opportunities. It is the hope the program will again offer Urban Forestry. This is a sub-set program with no degree requirements. There is currently a greenhouse at the Rockbridge learning center to enhance the program. An upgrade to the Forensics lab has enhances the Forensic Science program. Also available is a Private Security Service program; Advanced Manufacturing program with a focus on packaging; Massage Therapy; Nursing; Welding; Wind Turbine Service Tech; Emergency Medical Programs including EMTB and EMTI; Culinary and unlimited additional educational opportunities. Mr. Dodrill expressed a keen interest in helping BCHS and surrounding schools in any way possible through DSLCC to enhance our CTE offerings. He expressed the number of students is not a concern; small groups of one to two students could be accommodated within a program. DSLCC speaks to the financial and maturity level of students in all areas. | | | | |
|  | | | | |
|  | | | | |
| Conclusions: Look at current programming and add trainers where needed. | | | | |
|  | | | | |
| Action items: Meeting with Mr. Dodrill to discuss programs and trainers. | | Person responsible: Sarah Rowe | | Deadline: 4/1/2012 |
|  | |  | |  |
|  | |  | |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | Credential Testing | | Katie Keyser | | |
| Discussion: With an emphasis on credential testing required by the Department of Education, Keyser introduced the pre-testing materials purchased from NOCTI to help prepare our students. Credential testing is now a requirement of all CTE completers. A student is tested as they complete in an area of CTE. The testing data is collected by DOE and recorded. This information is then cross referenced with the students’ completer status at graduation. Students can complete and be tested in multiple areas. In addition, practical exams become necessary to measure skills learned (i.e. wiring, building a structure, repairing a motor, etc.) | | | | |
|  | | | | |
|  | | | | |
| Conclusions: | | | | |
|  | | | | |
| Action items: Order and Distribute Tests | | Person responsible: Katie Keyser | | Deadline: 2/15/2012 |
|  | |  | |  |
|  | |  | |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | Update on Student Surveys | | Sarah Rowe | | |
| Discussion: Roy Burns asked if we have compared data of what students are interested in (i.e. – CTE student survey) to the credentials held by current teachers to determine what is needed to provide the opportunity to offer additional classes. Rowe answered with creating a five year plan for students to be career and college ready. A focus on dual enrollment and college prep classes available will help reduce costs to parents after graduation. Also, a determination of statistics of future need for jobs in and around Bath County as well as throughout the country. Working in collaboration with employers, it is the hope that plans can be developed to ensure a student an interview if they follow and complete a Career Pathway while attending high school. Rowe extended an invitation to Dodrill to address the CTE teachers to discuss what DSLCC has available to our students and teachers. With the availability of a new Academic Diploma with a CTE Seal offered by the Department of Education, more focus needs to be made on the offerings of CTE. | | | | |
|  | | | | |
|  | | | | |
| Conclusions: Set meeting with CTE and Mr. Dodrill. | | | | |
|  | | | | |
| Action items: Sarah Rowe meets with guidance and Mr. Dodrill. | | Person responsible: | | Deadline: |
|  | | Sarah Rowe | | TBA |
|  | |  | |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | Approval of Student Representatives | | Jane McMullen | | |
| Discussion: The names of student body representative were introduced to the group for approval. Mitchell Stinespring and Sarah Wright were selected as representatives for their responsibility and their support from students and staff. | | | | |
|  | | | | |
|  | | | | |
| Conclusions: Paul Lancaster favored the nominations and Andy Sebolt seconded. | | | | |
|  | | | | |
| Action items: Inform students. | | Person responsible: | | Deadline: |
|  | | Sarah Rowe | | 2/1/12 |
|  | |  | |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | School Board Report | | Sarah Rowe | | |
| Discussion: Rowe began the report of happenings from the school board meeting. There was approval of the Keyboarding requirement for all 8th grade students. It is felt this introduction will bridge the gap between CTE and academics. It will introduce the students to CTE and focus on composition as well as the mechanics of keyboarding. There was approval of the plan to provide all 8th grade students with a six to nine week rotation through all available CTE classes. Band students will be required to attend the first week which with a rotation through all CTE programs. Tabled were the work release program and the community service program. More information is being collected to introduce an Industrial Training Coop (ITC) program which would enable students to earn a credit for a course providing skills necessary to their career plans. In collaboration, a shadowing program could be created to work with employers within the community to gain skills toward student goals. These combined, could meet the expectations of both the Work release and Community service goals. Liability issues, programs, and willing participants need to be addressed to make this plan a success. In order to ask our community to provide a service to our students, we must require our students to give back to the community. By building strong programs we draw students into our CTE programs from within and from outside our community. | | | | |
|  | | | | |
|  | | | | |
| Conclusions: | | | | |
|  | | | | |
| Action items: Determine liability issues for ICT | | Person responsible: | | Deadline: |
|  | | Sarah Rowe | | 2/15/12 |
|  | |  | |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | Individual Committee Discussions | | CTE Teachers and Advisors | | |
| Discussion: Tabled | | | | |
|  | | | | |
|  | | | | |
| Conclusions: | | | | |
|  | | | | |
| Action items: | | Person responsible: | | Deadline: |
|  | |  | |  |
|  | |  | |  |
|  | | | | |
| Resource persons: |  | | | |
| Special notes: |  | | | |