

**Franklin County Career and Technology Center
SPRING OCCUPATIONAL ADVISORY COMMITTEE REPORTING FORM**

PROGRAM AREA: Culinary Arts
MEETING DATE: 4/7/2021 START: 12:45 PM ADJOURN: 2:15 PM
COMMITTEE CHAIRPERSON: Sarahjane Lopez
COMMITTEE MEMBERS/GUESTS ATTENDING: Aaron Barrick, Sarahjane Lopez, Mike Tosten, Roger Tappen, Brenda Sciamanna, Paul Cline
BRIEF MEETING SUMMARY Welcomed all OAC board members, we conducted role call, updated roster, and discussed the quality of the students working at Wilson College that are students from Career Tech. Paul Cline mentioned how well the student quality in training is. The students are being well prepared for the transition from school to real life experiences. Upon Perkins discussion, we addressed getting a Smart board and updating the camera systems. Nocti will only be written this year, no practical exam. We brought up the effects that COVID has had on local restaurants. We discussed the cancellation of some events this year, the letters of support, and some suggestions for this upcoming year. Adjourned with high hopes for the future of the food service industry to get through the impacts that COVID has had on this field.
ADMINISTRATIVE RESPONSE: <ul style="list-style-type: none">• Good to hear that our students are well prepared and transitioning well into the workforce. Equipment purchases are confirmed through Perkins. We support the initiative to create the inspection checklist for end of day clean up creating higher standards.

SECRETARY/CHAIRPERSONS SIGNATURE

SECTION 1: APPROVAL OF MINUTES OF LAST MEETING

PLEASE CHECK ONE OF THE ITEMS LISTED BELOW:

- The minutes of the last meeting are approved as presented.
- The minutes of the last meeting are approved with the following changes.

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SECTION 2: REVIEW OF RECOMMENDATIONS FROM LAST MEETING

- The previously discussed pellet grill was approved. The selected grill is pending purchase.

SECTION 3: UPDATE OF PROGRAM

A. ENROLLMENT:

Enrollment Numbers – Semester 1(Fall) 43

Enrollment Numbers – Semester 2 (Spring) 34

COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:

1. Members were glad to see Culinary’s enrollment engagement is consistent.

B. Cooperative Education

Student Statistics

	Number of Students
Eligible Students	18
Students Placed on Co-op	1
Students Declining Co-op Opportunities	17

Employer Statistics (List each employer and number of students employed.)

- Hayley Minnich worked at Sheetz for Co-op in the fall semester.

COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:

- 1.

C. STUDENT PLACEMENT: (From Senior Placement Survey)

Number of Students

Previous Year Graduating Seniors

Previous Year Completers 12

Placement Data

Employed Related to Career Field	7
Employed Unrelated to Career Field	4
Military Service	0
Enrolled Postsecondary Education	2
Available for Employment but Unemployed	1

COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:

1. Overall employment is high, with an almost 50/50 split between related/unrelated to career field, while postsecondary enrollment is average.

SECTION 4: SAFETY

SAFETY:

The program safety procedures and policies were reviewed and the committee found that they were:

Satisfactory Unsatisfactory

COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:

1. The Culinary Program just conducted their safety walk through.
2. Aaron created an inspection checklist for the students to use for end of day clean up, to ensure higher standards are being met.

SECTION 5: CURRICULUM

A. POS TASK LIST:

The Pennsylvania Department of Education Program of Study Task List has not been updated this year and requires no additional review.

The Pennsylvania Department of Education Program of Study Task List has been updated this year. A copy of the document was provided to committee members for review.

COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:

1. Due to COVID, instructors are finding additional ways for the students to meet their competencies. The culinary program is encouraging students to cook at home. They are getting real life experiences grocery shopping, prepping, and creating meals for their families.

B. CURRICULUM REPORTING FORM:

	<u>Satisfactory</u>	<u>Unsatisfactory</u>
1. The curriculum reflects current trade philosophy and practices.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2. Books and instructional materials are appropriate for students in this program.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
3. Audio-visual aids are sufficient to support the curriculum.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
4. The curriculum provides:		
a. Balance between theory and practical work	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b. Career and Technical Student Organization activities as an integral part of the curriculum	<input checked="" type="checkbox"/>	<input type="checkbox"/>
c. Field trips related to job sites	<input checked="" type="checkbox"/>	<input type="checkbox"/>
d. Adequate instruction on safety	<input checked="" type="checkbox"/>	<input type="checkbox"/>
e. Pre-test and post-test to determine student knowledge	<input checked="" type="checkbox"/>	<input type="checkbox"/>
f. Development and/or application of related academic skills	<input checked="" type="checkbox"/>	<input type="checkbox"/>
g. Competency-based education	<input checked="" type="checkbox"/>	<input type="checkbox"/>
5. The curriculum has been developed with the cooperation and advice of the Occupational Advisory Committee	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6. There is an occupational demand in the community for the occupational skills being taught	<input checked="" type="checkbox"/>	<input type="checkbox"/>

COMMITTEE SUGGESTIONS/RECOMMENDATIONS FOR UNSATISFACTORY ITEMS:

- 1.

C. TEXTBOOKS/CURRICULUM REVIEW:

- The textbook/curriculum currently in use has been determined to be adequate by the committee and requires no additional review.
- The textbook/curriculum currently in use was determined to require updating.

The following textbooks/curriculum were presented to the committee for review.

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COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:

1.

D. CERTIFICATIONS: (List certifications available to your students)

- Culinary Arts is continuing to offer ServSafe Certification.

Number of Students Receiving Certification:

- Pending test at end of year

COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:

1.

E. CAREER AND TECHNOLOGY STUDENT ORGANIZATIONS (CTSO) INSTRUCTION:

List how CTSO's have been incorporated in the program.

- Skills USA

COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:

1.

F. COLLEGE IN THE HIGH SCHOOL/ARTICULATION AGREEMENTS:

List College in the High School/Articulation Agreements currently offered by your program.

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COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:

1.

SECTION 6: ADULT EDUCATION

This program currently has no associated adult education offerings associated with it.

This program has adult education offerings as listed below:

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COMMITTEE SUGGESTIONS/RECOMMENDATIONS FOR ADDITIONAL OFFERINGS/COMMENTS:

1.

SECTION 7: GENERAL DISCUSSION

LIST ITEMS FOR DISCUSSION NOT COVERED IN OTHER AREAS:

- **Mike Tosten would like to purchase a Smart Board for his classroom.**
- **Mike Tosten and Aaron Barrick would like to update the camera systems, it will cost total of around \$15,000 for the cameras because it also needs to be rewired .**
- **The Student Award Ceremony and the Golf Tournament are canceled this year due to COVID.**

COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:

1. Updated Cameras are encouraged by the OAC board due to them being outdated. The cameras are being used daily to ensure kids are doing what they should be. It is also a layer of security because everything is recorded.
2. **Local Update from Roger Tappen; Pizza shops are thriving, some local restaurants are not thriving, Kathy's Deli in Shippensburg went out of business (she retired last year).**
3. **The Garden Club was not able to donate this year due to COVID, Brenda mentioned that several other businesses will be in the same situation.**
4. **Brenda mentioned Fabio's wife passed away, she was the owner of Houser's Winery, they are no longer in business.**
5. **Brenda suggested that we do raffle tickets in place of the Golf Tournament to try to raise money for the program, due the the cancelation due to COVID.**