

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

PROGRAM AREA: **APPLIED HORTICULTURE CIP 01.0601**

MEETING DATE: 10/25/2021 **START:** 6:30 pm **ADJOURN:** 7:30 pm

COMMITTEE CHAIRPERSON: Ed Rhone

COMMITTEE MEMBERS/GUESTS ATTENDING:

Chris Snavely Owner Snavelys Garden corner
Ed Rhone Owner Rhone’s Plants and Scapes
Chelcey Behm – Head grower Burpee Seeds

David Perry, Instructor
Malena Perry, Horticulture Instructor
Steph Norton - Posh Petals by Stephanie

BRIEF MEETING SUMMARY

Due to COVID 19 the FALL meeting was held virtually. Chris Snavely had issues logging in, but I did get to discuss things with him later about the details of the meeting. We went over the OAC agenda covering all the important dates scheduled for the new school year. Committee member are impressed all kids would tour or see the career center in one week time frame and realized this must have been a major undertaking. Overall, the committee was satisfied with the condition of the classroom and equipment in dealing with COVID 19 spacing of student and handling of equipment. It was also satisfied with the supplies and the budget for the upcoming school year. PCH for high school students can be implemented into the program locally and at the state level and that the test can be proctored at the school. All members felt this was a wonderful addition to the certification process in our industry. The five-year equipment list was adjusted and updated, and the new equipment list is attached to the end of the minutes. Overall the program has good equipment but would like to see some investment into updating Teens and green and was wondering what could possibly done with the parking lot area and sign area. Discussed there may not be many CTSSO competitions because of COVID but hope to do Farm show this year. I mentioned we would have a fruit sale this Fall. The OAC committee stated that there is still a strong community labor need exists for the Applied Horticulture industry.

ADMINISTRATIVE RESPONSE:

Administration appreciates the support of this program. We agree updates to the Teens and Greens facility is needed and should be included in the Capital Improvements Plan.

ED Rhone

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.
- Committee members agreed no changes needed

SECTION 2: REVIEW OF RECOMMENDATIONS FROM LAST MEETING

- Satisfied with minutes as stated.

SECTION 3: FACILITIES

FACILITIES REPORTING FORM:

	<u>Satisfactory</u>	<u>Unsatisfactory</u>
1. The room provides the most advantageous use of space available	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2. Room lighting is adequate for the health and safety of the students.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
3. The room/lab areas are clean	<input checked="" type="checkbox"/>	<input type="checkbox"/>
4. Tools and equipment are arranged in an orderly and task-appropriate manner	<input checked="" type="checkbox"/>	<input type="checkbox"/>
5. The area has adequate storage facilities for permanent and consumable supplies	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6. Panic buttons are in operating condition.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
7. Strategic floor areas are properly lined	<input checked="" type="checkbox"/>	<input type="checkbox"/>
8. Strategic floor areas are free of obstructions	<input checked="" type="checkbox"/>	<input type="checkbox"/>
9. There are adequate storage facilities for flammable and toxic materials.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
10. There is adequate ventilation for flammable and toxic materials	<input checked="" type="checkbox"/>	<input type="checkbox"/>
11. Fire extinguishers are visible, accessible, properly maintained and adequate in number	<input checked="" type="checkbox"/>	<input type="checkbox"/>
12. Classroom space for instruction in related theory is adequate.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
13. The classroom/shop/laboratory temperature is comfortable	<input checked="" type="checkbox"/>	<input type="checkbox"/>

- | | | |
|--|-------------------------------------|--------------------------|
| 14. The classroom/shop/laboratory is large enough for the number of students served | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 15. Persons with disabilities are accommodated in the classroom/shops/laboratory | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 16. Students have appropriate access to equipment and supplies | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 17. As much as possible, the laboratory area mirrors the accommodations found in the workplace | <input checked="" type="checkbox"/> | <input type="checkbox"/> |

COMMITTEE SUGGESTIONS/RECOMMENDATIONS FOR UNSATISFACTORY ITEMS:

1. Everything seems to be in order.
2. Committee is satisfied with conditions of facility and safety measures in place.

SECTION 4: EQUIPMENT AND SUPPLIES

A. EQUIPMENT AND SUPPLIES REPORTING FORM:

- | | <u>Satisfactory</u> | <u>Unsatisfactory</u> |
|--|-------------------------------------|--------------------------|
| 1. The supply of tools and equipment is adequate to implement the curriculum | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 2. Equipment and tools meet current industry standards and are appropriate for teaching the occupational skills for that business/industry | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 3. The condition of the equipment indicates proper care and maintenance | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 4. Equipment should meet OSHA safety standards with respect to guards, shields, grounding, etc | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 5. Safety protection (safety glasses, shields, etc.) is provided and instruction in the proper use of them is provided | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 6. Supplies are adequate to implement program objectives | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 7. An inventory of equipment is maintained by the teacher or other staff member | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 8. A schedule for repair and replacement of equipment, tools and supplies is maintained | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 9. A security system for the use of tools, equipment and supplies is maintained | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 10. Material Safety Data Sheets (MSDS) are provided for each flammable, toxic or explosive material as recommended by OSHA | <input checked="" type="checkbox"/> | <input type="checkbox"/> |

COMMITTEE SUGGESTIONS/RECOMMENDATIONS FOR UNSATISFACTORY ITEMS:

All items seem to be satisfactory at this time.

B. RECOMMENDATIONS ON EQUIPMENT AND SUPPLIES

1.) What additional equipment is recommended to meet current industrial/occupational skill standards?

- Vacuum seeder
- Point of sale system and new registers
- Block Breaker

2.) What equipment is recommended for replacement within the next two years?

- Heating system at Teens and Greens.

3.) What equipment is recommended for replacement within the next five years?

- Potting machine
- Greenhouse coverings at school
- Heating system at Teens and greens.

4.) Other recommendations:

Look at making some cosmetic changes to the Teens and greens Store.

Updating or redoing the sign at teens and greens

- Continue adding plants around school for educational purpose to increase the plant selection and diversity to meet the demands in local nursery's. This will help to create an Integrated pest management program, maintenance scheduling for plant health care and pruning.

COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:

1. **Suggested updating the building at teens and greens and possibly adding new entrance to greenhouse. Replacing the roof and possibly the Polly coverings.**

C. UPDATE FIVE YEAR EQUIPMENT LIST FROM DISCUSSION AND ATTACH TO THIS DOCUMENT:

SECTION 5: GENERAL DISCUSSION

LIST ITEMS FOR DISCUSSION NOT COVERED IN OTHER AREAS:

- Open house November 16th and 18th,
- Alumni golf tournament in Spring 5-21
- NOCTI performance 12-14, 4-6
- Discussed FFA activities and fruit sale.
- Mock interviews will be in person 10-28, 3-24.
- Perkin meeting 11-23

COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:

1. Member glad to see new walk in cooler.
2. Very happy with new greenhouse updates inside Teens and greens.
3. Impressed students can take PCH exam and that the school is a PCH member as well.
4. Would like to see updates to the outside of Teens and Greens.



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