

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

PROGRAM AREA:	Carpentry				
MEETING DATE:	4/27/2023	START:	6:30 PM	ADJOURN:	8:30 PM
COMMITTEE CHAIRPERSON:	McKenzie Winklebauer				
COMMITTEE MEMBERS/GUESTS ATTENDING:					
<p>McKenzie Winklebauer Brian McKnew Clay McClure Kathy Gress</p>					
BRIEF MEETING SUMMARY					
<p>Instructor desires is to ensure what is currently in place is done with excellence. Members suggested adding CPR and First Aid certification. Confirmation the members agree that building a modular home for Habitat For Humanity is an excellent concept.</p>					
ADMINISTRATIVE RESPONSE:					
<ul style="list-style-type: none"> • Administration is in agreement with Mr. Swan and believes instruction is currently being delivered with excellence. Integrating CPR and Basic First Aid as a certification seems like a reasonable and valuable addition. Administraiton is appreciative of Mr. Swan and his willingness to take a leadership role on this Habitat for Humanity project. This will be an exciting project for our programs, students and community. 					

X

Secretary/Chairperson's 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.

•

SECTION 2: REVIEW OF RECOMMENDATIONS FROM LAST MEETING

•

SECTION 3: UPDATE OF PROGRAM

A. ENROLLMENT:

Enrollment Numbers – Semester 1(Fall) 22

Enrollment Numbers – Semester 2 (Spring) 21

COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:

1.

B. Cooperative Education

Student Statistics

	Number of Students
Eligible Students	13
Students Placed on Co-op	9
Students Declining Co-op Opportunities	4

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

- GRC General Contractor – Tra’Von Allen
- Waynesboro Construction – Chandler
- Brian Gaul Construction – Carter Flory
- Signature Company – Connor
- TimberWright – Jeremiah
- Brechbill and Helman – Brandon
- Mastercraft Builders – Kendal
- Corey’s Construction - Tyler

COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:

1.

C. STUDENT PLACEMENT: (From Senior Placement Survey)

	Number of Students
Previous Year Graduating Seniors	14
Previous Year Completers	14
Placement Data	
Employed Related to Career Field	7
Employed Unrelated to Career Field	1
Military Service	1
Enrolled Postsecondary Education	2
Available for Employment but Unemployed	3

COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:

1. Members asked about how many were still in the trade after several years. Instructor stated that it is extremely difficult to collect accurate data due to the number of responses that are received when those type of surveys go out.

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.

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.

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.

•

COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:

1. New textbooks will be required next year for the ABC courses. They must use the next newest edition to be in compliance.

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

- ABC Core, OSHA 10 hour training, Ladder Safety

Number of Students Receiving Certification:

-

COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:

1. Members suggest getting CPR and First Aid certification for the students due to the need for it in the field.

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

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

- Skills USA – students compete at the skills event as well as assist the instructor in running the State Teamworks Competition.

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.

- Penn College of Technology dual enrollment
- 4 students have done coursework for that this year. We have multiple students that have completed the dual enrollment courses and are currently attending Penn College full time.

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:

-

COMMITTEE SUGGESTIONS/RECOMMENDATIONS FOR ADDITIONAL OFFERINGS/COMMENTS:

- 1.

SECTION 7: GENERAL DISCUSSION

LIST ITEMS FOR DISCUSSION NOT COVERED IN OTHER AREAS:

- **Instructor reviewed the progress toward building a modular home with the students. There is a meeting to be held with Habitat for Humanity Franklin County in regards to building this home for them. Instructor will update as progression occurs.**

COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:

1.