

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

PROGRAM AREA: Cosmetology

MEETING DATE: 4/18/2023 **START:** 9:00 am **ADJOURN:** 10:45am

COMMITTEE CHAIRPERSON: Katie Statler

COMMITTEE MEMBERS/GUESTS ATTENDING:

Toni Parson, Casey Fore, Alison Cook, Michele Myers, Kimberly Norton, Becky Rhone, Bethany Ansparger, Autumn Mills, Katie Statler, Laiken Werner, Mariah Mazzarella, Karen Hann, Shannon Carbaugh,

BRIEF MEETING SUMMARY -The members were beyond excited at the visual improvements in the classroom with the new carpeting & stools. They want to see us continue with the Milady Cima (formerly MindTap) virtual platform. They felt the need for new shear/razor cutting cases with the age of our current ones & the volume of students that we have using them. We discussed new laptops with so much of what we do being online. I spoke of the rotation schedule within the building, however, I'm unsure where we fall within the schedule. I informed them of the addition of Career Safe OSHA training this year for our class. They are all in agreement that many exceptional things going above & beyond are happening in Cosmetology. They were elated with the amount of guest speakers we had in to present to our class & the 4 still slated before the year ends. They discussed the continued need for the program & its importance to our local industry. This has been a big year for co-op experiences for our students. They loved that FCCTC can now offer our state board exam for Pearson Vue & were grateful Mrs. Parson suggested that possibility to get it rolling. Currently 13 of our 20 seniors are working in industry. They were also very pleased at the adult enrollment (23) for cosmetology, nail tech, teachers & esthetic's licenses. They applauded Mrs. Parsons dedication to the program/school & commented on the amount of extra work that is involved with the adult population. They want to see the current financial set-up continue between adult education & Cosmetology. Many scenarios were looked at, but they feel the current one is the most beneficial & fair to all. This is a valuable piece to the school & the community. This was a wonderful meeting with so much information gleaned between members.

ADMINISTRATIVE RESPONSE:

- Administration would agree there is no shortage of good things happening in Cosmetology. The program performs well, looks good and is attracting successful students. We are pleased with the variety of guest speakers and professionals that the instructors have invited in to share industry expertise with the students. The addition of the Pearson Vue and state board exam offering here is effective and efficient for getting our students tested. Administration values the successful Adult Ed program our instructors have built in the Cosmetology program and we are hopeful this will be a continued offering and successful delivery for Cosmetology.

Franklin County Career and Technology Center promotes lifelong learning and prepares students for careers and post-secondary education.

Toni Ann Parson

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.

•

SECTION 2: REVIEW OF RECOMMENDATIONS FROM LAST MEETING

- Program sponsorship was discussed and some are discussing it and deciding.

SECTION 3: UPDATE OF PROGRAM

A. ENROLLMENT:

Enrollment Numbers – Semester 1(Fall) -41

Enrollment Numbers – Semester 2 (Spring) - 42

COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:

1.

B. Cooperative Education

Student Statistics

	Number of Students
Eligible Students	6
Students Placed on Co-op	5
Students Declining Co-op Opportunities	0

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

- Graceful Beauty Salon-1
- Lavendar Salon and Spa- 1
- Roots Hair Design-1
- Iris Moon-1
- LaShelle's Hair Design-1

COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:

1. Committee was thrilled with students being out on Coop

C. STUDENT PLACEMENT: (From Senior Placement Survey)

	Number of Students
Previous Year Graduating Seniors	12
Previous Year Completers	11
Employed Related to Career Field	7
Employed Unrelated to Career Field	2
Military Service	1
Enrolled Postsecondary Education	1
Available for Employment but Unemployed	0

COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:

1. Committee was happy to see so many graduates entering our industry

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. n/a

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. n/a

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. There are no unsatisfactory items. We discussed some possible locations for field trips

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.

- Milady now offers the new edition text/virtual platform and it will roll out in fall 2023.

COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:

1. They felt continuing to use mindtap is the best plan. We have had very good results with state board testing and feel that the virtual platform is part of the reason. It's also a great time saver for grading, copying and utilizing the instructors time more efficiently.

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

- Pa State Board of Cosmetology Cosmetologist License
- Pa State Board of Cosmetology Teachers License
- Pa State Board of Cosmetology Nail Technician License
- Pa State Board of Cosmetology Esthetician License

Number of Students Receiving Certification:

- 16 students passing their state board exam.

COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:

1. We also had 2 students receive their teachers license hours upon completing their cosmetologist program, as well as, 16 adult students receiving their license

E. CAREER AND TECHNOLOGY STUDENT ORGANIZATIONS (CTSO)

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

- Soft skills
- Esthetics competitor

COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:

F. COLLEGE IN THE HIGH SCHOOL/ARTICULATION AGREEMENTS:

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

- n/a

COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:

1. We are currently working on getting some possible articulation agreements in place with Harrisburg Community College in business management and massage therapy

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:

- Pa State Board of Cosmetology Cosmetologist License-1250 hours
- Pa State Board of Cosmetology Teachers License- 500 hours
- Pa State Board of Cosmetology Nail Technician License- 200 hours
- Pa State Board of Cosmetology Esthetician License- 300 hours

- Also secondary students not earning all of their hours as high school students are able to return to finish

COMMITTEE SUGGESTIONS/RECOMMENDATIONS FOR ADDITIONAL OFFERINGS/COMMENTS:

- Continue this as we see fit & have the availability in enrollment. Secondary enrollment is always the priority. They want the current financial set-up to continue between adult education & Cosmetology. Many scenarios were looked at, but they feel the current one is the most beneficial & fair to all & ultimately provides significant savings to the school. We had 23 adult students this year in addition to the high school ones & currently have 5 scheduled for fall of 2023. This is a valuable piece to the school & the community.

SECTION 7: GENERAL DISCUSSION

LIST ITEMS FOR DISCUSSION NOT COVERED IN OTHER AREAS:

- **Content of student kits was discussed. Perkins funding items and how beneficial the MindTap virtual platform is and the need for new shear/razor cases and laptops. We also let them know we had the state board inspector stop in early in 2023 & passed with flying colors.**

COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:

- They liked the current student kit (actual case) and how it's helping to keep the school costs down with the students purchasing that on their own. It has taken \$40 off of the school expense side.
- **Complimented Mrs. Fore and me on how we are serving our students and laying the groundwork for them to be productive citizens and value our industry.**
- **Applauded the effort from our many substitutes that we have and especially Alison Cook, Kimberly Norton, Mariah Mazzarella and Michele Myers for graciously helping while Mrs. Fore is on maternity leave for the remainder of the year. It's been a great year having so much support from our OAC members and leadership team at FCCTC.**