

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

PROGRAM AREA:	Culinary Arts		
MEETING DATE:	4/27/2023	START:	7:00
		ADJOURN:	8:00
COMMITTEE CHAIRPERSON:	Sarahjane Lopez		
COMMITTEE MEMBERS/GUESTS ATTENDING:			
<p>Mike Tosten, Aaron Barrick, Ronald Berger, Sherry Martin, Mike Mahr, Christine Mayer, Larry Rubeck, Brenda Scimanna, Roger Tappen, Sarahjane Lopez, Eric Monn, Ryan Robinson</p>			
BRIEF MEETING SUMMARY			
<p>Greetings/Introductions/Sign in Roster – updates made where necessary Minutes/Recommendations from last year reviewed NOCTI/Mock Interview dates; asking for volunteers to interview and evaluate. Support Letters due this year; discussed if they can be signed digitally. Sponsorships – Waffle House is interested, Johnnies is interested. Perkins spending – Aaron wanted to purchase new 8 qt., 10 qt., and 20 qt. mixers. After some advice given by Roger Tappen, he decided to postpone his Webstaurant Store purchase and meet with Dave Troxel from Johnnies to see what might be a better option. Ryan also suggested that refrirbished 8 qt. mixers may be the way to go. Our team is thinking about Monica, and Roger Tappen reports that he has talked to her and that she is in good spirits!</p>			
ADMINISTRATIVE RESPONSE:			
<ul style="list-style-type: none"> • Administration is appreciative of the committee’s comments and suggestions. Maintenance is addressing the roof leak, and the leadership team is making an organized effort to better promote all programs at CareerTech through social media and community outlets. We have an amazing school and programs and we need to make sure that’s being broadcast. 			

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.

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SECTION 2: REVIEW OF RECOMMENDATIONS FROM LAST MEETING

- The camera system that was purchased is proving to be very beneficial in this program; we have used it in multiple instances within the production area.

SECTION 3: UPDATE OF PROGRAM

A. ENROLLMENT:

Enrollment Numbers – Semester 1(Fall) 35 Students; 19 lvl 1, 9 level 2, 7 level 3

Enrollment Numbers – Semester 2 (Spring) 29 Students; 11 lvl 1, 11 level 2, 7 level 3

COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:

1. Student enrollment numbers are looking great, overall passion of students is stellar, we are noticing good effects of Mrs. Ebersole's recruiting efforts!

B. Cooperative Education

Student Statistics

	Number of Students
Eligible Students	14
Students Placed on Co-op	0
Students Declining Co-op Opportunities	14

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

- N/A

COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:

1. Students choose to stay with us at school during the day, and elect to work at their chosen job site after school hours. The value gained here at school paired with the work experience compensates for the diminished revenue.

C. STUDENT PLACEMENT: (From Senior Placement Survey)

	Number of Students
Previous Year Graduating Seniors	13
Previous Year Completers	13
Placement Data	
Employed Related to Career Field	12
Employed Unrelated to Career Field	2
Military Service	0
Enrolled Postsecondary Education	6
Available for Employment but Unemployed	0

COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:

1. Committee was happy to see such high engagement with the industry, most students are not only working, but are engaged within their career choice. Spenidid!

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. Safety/sanitation inspection were completed and there were no out of compliance items. With the amazing student body this semester, we are able to keep the production envoiornment in top shape!

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. Our committee viewed the physical changes made to how we deliver the program of study to our students, moving from a 4x6 sized paper to an 8x11 sheet. The tasks themselves remain unchanged from the last meeting.

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)

- ServSafe Foodhandler Certification

Number of Students Receiving Certification:

- 2

COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:

1. Mrs. Myers has also obtained her proctoring certificate, and is able to give testing.

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

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

- Skills USA; Kitchen/Bakeshop/Front of House

COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:

1. N/A

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. Committee is aware of offerings from PennState, but understands our reluctance to offer additional classes.

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:

- **The Garage area has a roof leak that is being looked into.**
- **Costa Academy was discussed and was questioned by some people in the community about if there is a connection between it and Career Tech.**
- **It would be nice to have promotion of the program further than just our community bubble on social media.**

COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:

1.