

## Franklin County Career and Technology Center

### SPRING OCCUPATIONAL ADVISORY COMMITTEE REPORTING FORM

**PROGRAM AREA:** Dental Assisting

**MEETING DATE:** 4/28/2023

**START:** 5:00 PM

**ADJOURN:** 5:50 PM

**COMMITTEE CHAIRPERSON:**

**COMMITTEE MEMBERS/GUESTS ATTENDING:**

Bev Myers- Via Zoom

Saylee Krug

Abby Reicherderfer

**BRIEF MEETING SUMMARY**

Reviewed minutes from last meeting, OAC is very happy that the program is successful and grown so much. Ms. Miller is taking three students to take their state Radiology exam next week, this will make the students more employable and make more money. Dept of Education visited our school a few weeks back, and they notes the outdated/ old dental units/ chairs. Reviewed with OAC members, and they agree that this fall we can move forward with purchasing/ sourcing new dental units/ chairs. Keystone dontated all this equipment over 7 years ago, and the equipment is from the early 1990s. Since we are going to be full capacity come fall, we want the latest technology for our students in this competitive field. Another item are the books. They newest edition of the book comes out this summer, the current books are 7 years old and being held together by duct tape. Also there is not enough books for the students coming in this fall. The OAC agrees that it is great the class is filled, but we cannot have more than 24 students as it will be difficult for the instructor to teach clinical skills alone and there is not enough space in the dental lab with only four dental units. OAC is very happy with certificaitons, and Ms. Miller will keep encouragining students to take the Radiology State Boards.

**ADMINISTRATIVE RESPONSE:**

- Administration is very pleased with all the growth and increased opportunities Miss Miller has incorporated into the program this year. Students were exposed to job shadows and training, career research, field trips for continuing education and training, and the Radiology instruction and examination for students is a valued addition. Administration agrees with OAC regarding all the positive growth in the program.

The recommended updates for dental units can be considered with collaboration from Business Office and Maintenance. This is a large

**purchase that will have to be acquired incrementally over several years.  
Please put on 5 year equipment list again.**

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

# CareerTech

Explore. Discover. Succeed.

Franklin County Career and Technology Center

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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**

**SECTION 3: UPDATE OF PROGRAM**

**A. ENROLLMENT:**

Enrollment Numbers - Semester 1(Fall) - 18

Enrollment Numbers - Semester 2 (Spring) 21

**COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:**

1. OAC members happy how much it has grown! They did mention if program got much bigger than 24 that it would be difficult for one instructor to watch all students do labs/ clinical work as well as book work. In addition we only have 4 dental units and there is not room to expand.

**B. Cooperative Education**

**Student Statistics**

	<b>Number of Students</b>
Eligible Students	<b>16</b>
Students Placed on Co-op	<b>9</b>
Students Declining Co-op Opportunities	<b>2</b>

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

- Fall 2022 (6): 2 -Keystone Dental, 1- Miller Family Dentistry, 1- Adamson Family Dentistry, 1- Cumberland Valley Dental Care, 1- Potmac Dental Centre.
- Spring 2023: (3 Students )-1- Drake Ortho, 1- Dr. Karren Garrison, 1- Keystone Dental
- Internships for Spring 2023 (5 Students)-1- Dr. Davis ( Shippensburg), 1- Dr. Muller, 1- Dr. Zeger, 1- Dr. Barra, 1- Greencastle Family Dental
- Was able to get all students but two either co-op or internship. They two who did not do anything did not have transportation.

**COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:**

- OAC Committee is very happy to see students going out to get experience. They agree with instructor that if a student is not "ready", as in mature enough for a cooperative edu. Position, setting up an internship would be best. Ms. Miller is going to work with Keystone Dental to formulate some guidelines for internships. This will help offices in our area to support our program better. Currently some offices are short staffed, which makes internships/ coop difficult because the offices do not have much staff to help train new students.

**C. STUDENT PLACEMENT:** (From Senior Placement Survey)

	<b>Number of Students</b>
Previous Year Graduating Seniors	6
<u>Previous Year Completers</u>	5
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<u>Placement Data</u>	
Employed Related to Career Field	5
Employed Unrelated to Career Field	1
Military Service	0
Enrolled Postsecondary Education	3
Available for Employment but Unemployed	0

**COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:**

- Out of this group, three students went to pre dental hygiene programs, and ALL of them got it! This is a very big deal, as they are the first students to get accepted into dental hygiene school!!
- Two of the previous seniors are working at Keystone dental still from their cooperative ed. Position!

**SECTION 4: SAFETY**

**SAFETY:**

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

Satisfactory      Unsatisfactory **D**

**COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:**

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**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.

**D** 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.

**8. CURRICULUM REPORTING FORM:**

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

**D** The textbook/curriculum currently in use was determined to require updating.

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

- Modern Dental Assisting- 11<sup>th</sup> Edition

**COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:**

1. OAC supports purchase of new books for the 2023-2024 school year. The newest book out is the 13<sup>th</sup> Edition. Current books are about 7 years old, falling apart, held together with duct tape. Also since the program will be almost full this coming school year we do not have enough books for all students.

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

- BBP, OSHA Health Care, HIPPA, CPR/AED, PA Radiology Cert

**Number of Students Receiving Certification:**

- Level 1 BBP & HIPPA: 12
- **Level 2: OSHA & CPR/AED:**
- **Level 3: Radiology**
- **Taking three students who are level twos do take their Radiology Exam. It was offered to all Level 3 spring seniors ( 8) and they all declined.**

**COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:**

1. Members are very excited for students who are 18 to utilize their new Radiology Cert in the dental field, it will help students get more co-op jobs, make them more valuable, and get paid more.

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

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

- Students have oppunity to join HOSA

**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.

- **N/A**

**COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:**

1. Articulation Set up through several colleges for Dental Assisting.
2. Ms. Miller did get approved for Pennsylvania College of Technology, and they stopped offered the course.
3. Mrs. Kimple is reaching out to HCC to see if there are any courses we could offer.

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

**[g]** This program has adult education offerings as listed below:

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**COMMITTEE SUGGESTIONS/RECOMMENDATIONS FOR ADDITIONAL OFFERINGS/COMMENTS:**

1. No suggestions or comments at this time.

**SECTION 7: GENERAL DISCUSSION**

**LIST ITEMS FOR DISCUSSION NOT COVERED IN OTHER AREAS:**

- **Dental Units**
- **Dept of Radiation**

**COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:**

1. Dept of Educaiton was in at the end of the March, the auditors talked about how our dental units/ cabinets were out of date, as other schools in PA have brand new equipment. I reviewed this with the OAC members.. Bev mentioned Keystone donated those units and chair to help get the program up and running, and to make sure it be successful. The current equipment is slowly deteriorating and there are no parts to fix some of the items due to the age of units/ chairs. The OAC members agree that the program is successful as it is filled to max capacity next fall and spring, as well as students being employed upon graduation. Goal is to visit Benco dental at the beginning of the 2023-24 school to start to get the process going on getting new dental units.
2. **Dept of Radiation was here, we passed!**