

Vocational Program Advisory Meeting Minutes
October 16, 2024
6:45 pm

Program: Advanced Manufacturing

Secretary: Kevin Killay

Attendance:

Mr. Matthew Gargulinski	Parent member
Mr. Bret Gargulinski	Student member
Mr. Gary Guertin	Agie
Mr. Davis Bourgault	NyproMold
Mr. Andrew Prochnow	POC
Mr. Dan Rocheleau	Rocheleau Tool and Die
Mr. Andrew Therrien	Universal Machine
Mr. James Clinton	Starrett Co

Non Voting;
Mr. Ryan Swift
Mr. Jason Tremblay

Topic #1: Welcome, Call to Order, Sign/Take Attendance

Discussion: The Advisory committee toured the shop and saw the layout with the new machines, noting how nicely everything just barely fits.

Topic #2: Nomination and appointment of PAC Chairperson (member of General Advisory Committee)

Discussion: Mr. Chris Muldoon was voted in as Advisory Chairperson

Topic #3: Shop Walkthrough

- a. Discussion/input/recommendation
- b. Review of new equipment/software/tools
- c. Report on current projects from each grade level

Discussion:

The committee was made aware of Mastercam software and the projects in the shop.

Topic #4: Industry Recognized Credentials (Important part of new District Improvement Plan)

- a. Are current offerings relevant? Do employers value them?
- b. Are there other credentials that employers value that aren't currently offered?

Discussion:

We discussed NC3 credentials and the needs of local industry.

Topic #5: Update 5 Year Plans

- a. Proposed new equipment/software/technology purchases (and approved by committee)**

Discussion:

Copies of the 5 year plan were distributed and discussed. The committee agreed with the plan but wondered how we would fit new equipment into our space. We explained that with the exception of the surface grinder that the other pieces would be replacing aging equipment.

Topic #6: Review and discuss Vocational Program Assessment

Discussion:

The committee discussed the Vocational Program Assessment. We currently have a proficient rating and should remain proficient.

Topic #7: Review and discuss 2024 Post grad plans

Discussion:

The 2022 Post Grad placement was distributed and discussed.

Topic #8: Perkins V Survey (not to be completed until after meeting)

- a. Discussion of survey (participation is crucial to grant applications/future planning)**
- b. Review checklist. Clarification of language/what is DESE asking for**
- c. Google Survey due by 10/21**

Discussion:

The Perkins survey information was distributed prior to the meeting, briefly discussed and then the QR code sheets were distributed and emailed so that members could reflect on the information and complete the survey.

Topic #9: Program Advisory Recruitment

- a. Review DESE representation requirements**

Discussion:

We have an incredible Advisory Committee but we are always looking for new individuals that may broaden our perspective.

Topic #10: Co-op Numbers

- a. Companies hiring Co-op Students**

Discussion:

We currently have most of the seniors out on Coop and we will soon have juniors ready to go out on Coop. We currently have more job opportunities than we have students. We are also running night programs to help fill the need for employees in our field.

Topic #11: Review of new Framework (if applicable)
a. Discussion of public comment period

Discussion:

The new frameworks were discussed. We will be adapting to the changes throughout the year as we align the curriculum over the four years.

Topic #11: New Business (grants, donations, curriculum changes, new industry trend)

Discussion:

Mastercam software, CNC lathe and aligning the CNC curriculum across the grade levels was discussed.

Meeting Adjourned at 9:00 pm

Respectfully submitted,



(your signature)

PRINTED NAME

Kevin Kelly

Department Liaison's Signature: _____



Chairperson's Signature: _____

Chris Muldoon

Vocational Program Advisory Meeting Minutes
October 16, 2024
6:45 pm

Program: Automotive Collision Repair and Refinishing

Secretary: Peter Gallant

Attendance:

Mr. Michael Nault from D&G Auto Body Supply
Mr. Keith Brown - Como's Inc
Mr. Michael Como – Como's Inc
Mr. Henry Baker from Bakers Towing
Mrs. Carol Baker from Bakers Towing
Mr. Brendan Morrison – West Fitchburg Auto Body & Former Student
Mr. Michael Williams – Owner - West Fitchburg Auto Body
Mr. Scott Piepiora– West Fitchburg Auto Body & Former Student
Mr. Justin Blaisdell from Car Star of Fitchburg
Miss. Nicolette Favreau – Student
Mrs. Blue Favreau – Parent
Miss. Abigail Tupper - Former student

Teachers (Non-Voting)

Mr. Peter Gallant – Monty Tech Instructor
Mr. David Lelievre - Monty Tech Instructor
Mr. Michael Forhan - Monty Tech Instructor

Topic #1: Welcome, Call to Order, Sign/Take Attendance

Discussion:

The meeting was called to order, all present signed in, and attendance was taken. The two new members were introduced to the board

Topic #2: Nomination and appointment of PAC Chairperson (member of General Advisory Committee)

Discussion:

The advisory board unanimously voted Justin Blaisdell from Car Star Collision as chairman of the advisory board.

Topic #3: Shop Walkthrough

- a. Discussion/input/recommendation**
- b. Review of new equipment/software/tools**
- c. Report on current projects from each grade level**

Discussion:

The board did a shop walkthrough and is impressed with the types of late-model vehicles we have for students to work on. They also liked the projects we had students working on. The board recommended we purchase a glue tab dent-pulling system and have the aluminum MIG welder serviced. We discussed cross-training with CAD Drafting so that teachers and students could learn about their new plotter and wrap vehicles.

Topic #4: Industry Recognized Credentials (Important part of new District Improvement Plan)

- a. Are current offerings relevant? Do employers value them?**
- b. Are there other credentials that employers value that aren't currently offered?**

Discussion:

The board did not have any other suggestions to add more IRC's, they were happy with latest addition of MACS A/C Certification

Topic #5: Update 5 Year Plans

- a. Proposed new equipment/software/technology purchases (and approved by committee)**

Discussion:

As the board suggested we added a new glue tab dent puller, Mike Nault from Colours Inc. stated he can get use training and a demonstration for the students. We will also work with CAD Drafting to cross-train on the plotter.

Topic #6: Review and discuss Vocational Program Assessment

Discussion:

The vocational assessment was reviewed and we were all proficient and above in all categories.

Topic #7: Review and discuss 2024 Post grad plans

Discussion:

We discussed our post-grad numbers and we continue to have a large number of students going to college. Among the students not going to college, we continually sent a good number of them to the industry.

Topic #8: Perkins V Survey (not to be completed until after meeting)

- a. Discussion of survey (participation is crucial to grant applications/future planning)**
- b. Review checklist. Clarification of language/what is DESE asking for**
- c. Google Survey due by 10/21**

Discussion:

We discussed the survey and explained that it is very important that we have responses for the survey, as it helps us attain grants. We clarified the DESE language so they understand what DESE is asking for.

Topic #9: Program Advisory Recruitment

a. Review DESE representation requirements

Discussion:

We have a diverse advisory board, and we encourage them to have other industry partners join our group. As always, we encouraged the board to recruit more members who would help us keep current with industry trends, technologies, and new equipment.

Topic #10: Co-op Numbers

a. Companies hiring Co-op Students

Discussion:

The board was pleased to see we have 3 Seniors on Co-op and another in the final steps to go out. We have 4 or 5 Juniors with high aspirations to go out on co-op after the 2nd quarter ends.

Topic #11: Review of new Framework (if applicable)

a. Discussion of public comment period

Discussion:

The collision Repair and Refinishing Frameworks are completed on the DESE website. A copy was given to each advisory member and reviewed. The board suggested that we update our curriculum in the Atlas program.

Topic #11: New Business (grants, donations, curriculum changes, new industry trend)

Discussion:

We started a new partnership with Mapfre Insurance Company's "Vehicle Loaner Program". We have received two salvage late-model vehicles from Mapfre Ins Co. that we can keep for the entire school year. This program allows us to teach the students on a late-model vehicle without having a time frame to repair the cars. At the end of the year, they take the cars back.

Topic #12: Other

Discussion:

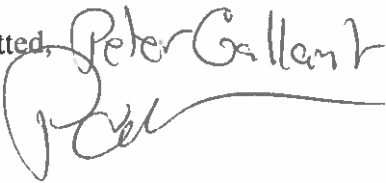
We are setting up more industry training as suggested by the board last year. We have a paintless dent repair company coming in, a glass company, and a squeeze-type-resistance-spot-welder training. All companies will be working with our students to show them another avenue they could potentially follow.

Topic #13: Other


Discussion:

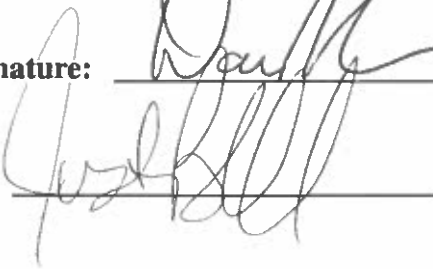
It was explained to the board that we are not getting the outside spray booth. Now that we are not getting more square footage, this brought up the previous concern of too many students on the shop floor. The shop is filling every year and with 36 students on the floor, it makes for an overcrowded shop. This not only takes away from student learning it creates a very unsafe environment. This has been on our advisory minutes for many years and was taken off when we thought we were going to get more floor space.

Meeting Adjourned at 8:50 pm

Respectfully submitted, Peter Gallen


(your signature)
PRINTED NAME

Department Liaison's Signature: 

Chairperson's Signature: 

Vocational Program Advisory Meeting Minutes
October 16, 2024
6:45 pm

Program: Automotive Technology

Secretary: Andrew Theobald

Attendance: Mr. Ron Alger (Worcester Tech), Mr. Connor Benoit (Aviation Industry), Mr. Michael Guertin (Salvatore Chrysler), Mr. John Huck (Milton Cat), Mr. James Kane (Ron Bouchards Auto Stores), Mr. Aaren Mierzejewski (Milton Cat), Mr. John Pignataro (Automotive Instructor MWCC) Mr. Jason Terho (Jay's Automotive), Lucas Terho (Jay's Automotive), Ms. Lindsey Torkkel (Automotive Industry), Mr John Viola (Fitchburg Tire)

Teachers: George Russell, Andrew Theobald

Topic #1: Welcome, Call to Order, Sign/Take Attendance

Discussion: Attendance was taken and contact information was reviewed. Mr. Parker Chase, a former graduate who is currently employed at Salvatore Chrysler was in attendance and expressed interest in becoming a member of our advisory committee.

Topic #2: Nomination and appointment of PAC Chairperson (member of General Advisory Committee)

Discussion: Discussion was held and the membership unanimously elected Mr. James Kane to continue as the advisory Chairperson.

Topic #3: Shop Walkthrough

a. Discussion/input/recommendation

b. Review of new equipment/software/tools

c. Report on current projects from each grade level

Discussion: The membership was guided through the shop and discussions were held about the state of our equipment and what equipment may need to be replaced or obtained. The membership felt that the program is in good shape overall and mentioned that purchasing some hybrid test equipment would be a good investment. The membership also talked about our 1234yf machine and ensuring there is no cross-contamination with other refrigerant types.

Topic #4: Industry Recognized Credentials (Important part of new District Improvement Plan)

- a. Are current offerings relevant? Do employers value them?**
- b. Are there other credentials that employers value that aren't currently offered?**

Discussion: Our current certification list was discussed. We are certifying students in the following areas: OSHA 10-hour, Snap-on / NC3 certifications in the following areas, Snap-On 525F digital multimeter, Apollo scan tool, Level 1 and Level 2 Prodemand Information Systems which the committee felt were substantial offerings. We are in the process of obtaining MACS mobile air conditioning curriculum and certification testing. The membership agreed that an air conditioning certification would be very desirable to employers. We stated that discussions are being held with the Massachusetts Vehicle Check program to offer free student inspector training and licensure. Additional conversations were held about what other certifications may be viable.

Topic #5: Update 5-Year Plans

- a. Proposed new equipment/software/technology purchases (and approved by the committee)**

Discussion: The Five-Year Plan was distributed to the membership. After receiving the plan discussions were held. The membership accepted the plan as written. The committee provided additional input on bench sizes, tire machines and tire balancer types currently used in industry.

Topic #6: Review and discuss Vocational Program Assessment

Discussion: The membership reviewed the Vocational Assessment results and the membership expressed concern over two areas. The Trends/Directions of Program/Projections and Recruitment/Exploratory. The membership brought several items to the table on this topic. Many questions arose about the verbiage and potential for all programs to be able to obtain a Proficient rating never mind an Exemplary rating. They believe that these rating standards need to be rewritten to be realistically obtainable. This was a concern not only by the industry representatives but current teachers alike.

Topic #7: Review and discuss 2024 Post grad plans

Discussion: The committee reviewed the Post Graduate report. The list informed the membership as to where our students end up after graduation. The list provided the same

information about all the trades offered at Monty Tech. The attendees commented on the increase of students going to college as well as graduates who remain unemployed.

- Topic #8: Perkins V Survey (not to be completed until after the meeting)**
a. Discussion of survey (participation is crucial to grant applications/future planning)
b. Review checklist. Clarification of language/what is DESE asking for
c. Google Survey due by 10/21

Discussion: A discussion was held about the requirements for obtaining Perkins Grant support. The content of the survey has a direct impact on new equipment and funding in general. A short discussion was held on how to access the survey and the QR codes were handed out at the end of the meeting. We demonstrated the QR access so the members would be familiar with the process. We received a grant for the RO writer software program that will allow us to generate repair orders electronically opposed to the current system of handwriting carbon copies.

- Topic #9: Program Advisory Recruitment**
a. Review DESE representation requirements

Discussion: We reviewed the state Framework requirements and where our membership lacked two required elements. During that discussion, the committee felt some earmarks are difficult to obtain a proficient rating in. The membership said they would help us try to find a new member to fit disabled persons' requirement. The instructional staff is also working on replacing the vacant parent/student requirement.

- Topic #10: Co-op Numbers**
a. Companies hiring Co-op Students

Discussion: We discussed that we have more employers looking for employees than we have eligible Co-Op students. It is a great opportunity for our students and many want to go out into the workforce, however, students have to manage their academic grades in order to go out. Currently, there are four seniors out on Co-op and there are a couple more students in the process of trying to finalize their paperwork and approval.

- Topic #11: Review of new Framework (if applicable)**
a. Discussion of public comment period

Discussion: The DESE web page has been updated with the latest Frameworks standards. The web page lists employment opportunities and the committee felt that those

numbers were severely lacking representation. The committee felt there are substantially more unfilled jobs than the state suggested. The members all agreed that there is a massive shortage of technicians. This is not only a local concern but a national concern throughout the industry. New technicians looking for employment should find obtaining employment should be easier than many other segments of employment.

Topic #12: New Business (grants, donations, curriculum changes, new industry trend)

Discussion: We discussed with the membership the new service information system that would be used to process billing and customer information. The fact that things were going to shift from paper-based to computer-based was well-received. The Automotive Frameworks update was discussed. Another topic covered was the slow influx of donated vehicles. That being said the shop recently accepted a donation from a former student and there is another vehicle donation in the process of being brought to the school committee.

Meeting Adjourned at 7:51pm

Respectfully submitted,

MATT LA ROSE

(your signature)

PRINTED NAME

Department Liaison's Signature: Matt La Rose

Chairperson's Signature: Jim Brown

Vocational Program Advisory Meeting Minutes

October 16, 2024

7:00 p.m.

Program: ***BUSINESS TECHNOLOGY***

Secretary: Angela Ikonen, Business Technology Liaison

Magela Correa	Compliance Officer II, Human Rights Coordinator, DDS Templeton Community Services – <i>Chairperson</i>
Andrew Gibbs	Director of Human Resources & Compliance
Carley LeBrecque	Self Employed
Neiva LaBrecque	Research Results
Elizabeth Malouin	Student, Class of 2026
Lisa Malouin	Parent of Elizabeth Malouin
Maddox Wisuri	Student, Class of 2028
Misty Wisuri	Parent of Maddox Wisuri

Teachers: Non-Voting

Brittany Brassard, Business Technology Instructor
Angela Ikonen, Business Technology Instructor / Liaison

Topic #1: ***Welcome, Call to Order, Sign/Take Attendance***

Discussion:

- ❖ Advisory Committee Introductions
- ❖ Distribution and Explanation of the Membership Attendance Form

Topic #2: ***Nomination of the Program Advisory Chairperson for 2024-2025 School Year (Member of General Advisory Committee)***

Discussion:

- ❖ Explained the duties of the Chairperson
 - Sign the Attendance Membership Form
 - Sign the Meeting Minutes
 - Attend Final Advisory Meeting in June with Liaison
- ❖ New Chairperson – ***Magela Correa, Compliance Officer II, Human Rights Coordinator, DDS Templeton Community Services***

Topic #3: ***Shop***

- Discussion / Input / Recommendations**
- Review of new equipment / software / tools**
- Report on current projects from each grade level**

Discussion:

- ❖ Alternative / Collaborative Seating
- ❖ Freshmen year
 - Road trip
 - National Oreo Cookie Day
- ❖ Sophomore year
 - Friendsgiving
 - Food Truck - collaborating with culinary
 - Nike Shoe design
 - Family budgeting
- ❖ Product Development Activities

- Developed 4 seasonal drinks for Starbucks, Dunkins
- Decorating pumpkins highlighting local businesses, The graveyard of failed brands
- Real estate: gingerbread houses
- Writing to their favorite businesses
- Develop their own pie for pie day
- Designing Ben and Jerrys new flavor and packaging
- ❖ Junior Year
 - Freshmen Exploratory
 - Marketing Wars Project Managers
 - BT Game Stations
 - Product Redesign
 - Famous Entrepreneur / Game Board
 - Mini Business Project / Business Plan
- ❖ Senior Year
 - International Communication
 - Recipe Booklet for Friendsgiving
 - Professional Movie Ethics
 - Vision Board
 - Shop Yearbook
 - Weekly Mystery Product Marketing

Topic #4: *Industry Recognized Credentials (Important Part of new District Improvement Plan)*

- a. Are current offerings relevant? Do employers value them?
- b. Are there other credentials that employers value that aren't currently offered?

Discussion:

Currently Offered

Mass Mutual Financial Literacy
 Microsoft Office Certification
 OSHA, 10-hour General Safety
 OSHA Career Safe Communication Skills
 OSHA Career Safe Interview Skills

Future Offerings

Google Marketing Certifications
 Interpersonal Skills Certificate
 National Retail Federation (NRF) Rise Up
 Social Media Marketing

Topic #5: *Update 5-Year Plans*

Proposed new equipment/software/technology purchases (advisory approval)

Discussion:

- ❖ Canva Pro -- With Canva Pro students will be able to power create and collaborate at a different level. Students can create and personalize their own designs from scratch, or choose from thousands of high-quality, educational templates with premium features.
- ❖ Cricut Maker -- Equipped with this tool for creating projects with a marketing and advertising aspect.
- ❖ Editing Software -- Ability to edit commercials created for marketing and advertising purposes.
- ❖ GBC HeatSeal -- Ability to edit commercials created for marketing and advertising purposes.
- ❖ Blue Screen (Collapsible/Portable) -- For student marketing and advertising commercial projects.

Topic #6: *Review and Discuss Vocational Program Assessment*

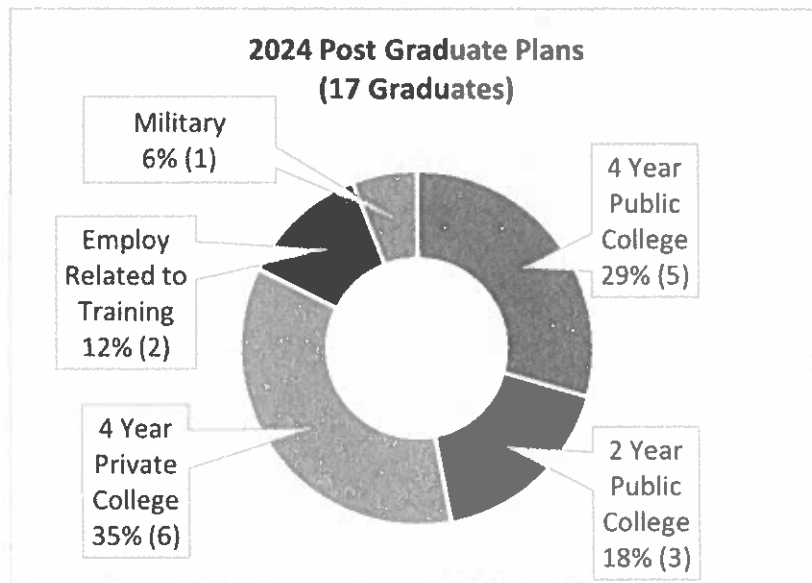
Discussion:

- ❖ Overall Rating: **EXEMPLARY**
- ❖ A copy of the Draft Vocational Program Assessment was shared with the Committee.
- ❖ A definition of what this assessment is for and where it was generated was also shared with the Committee.

Topic #7: *Review and Discuss 2024 Post Grad Plans*

Discussion:

- ❖ The 2024 Post Grad Plans chart was reviewed and discussed.



Topic #8:

Perkins V Survey (not to be completed until after meeting)

- Discussion of survey (Participation is crucial to grant applications/future planning.)
- Review checklist. Clarification of language/what is DESE asking for
- Google Survey does not need to be completed during the meeting (due by 10/21)

Discussion:

- ❖ The Perkins V Survey was discussed.
- ❖ The Committee was encouraged to complete the survey following the meeting through the QR code.

Topic #9:

Program Advisory Committee Recruitment

- Review DESE representation requirements

Discussion:

- ❖ Mrs. Ikonen discussed that there is a continual request for Program Advisory Committee Recruitment.
- ❖ She also discussed the different types of representation that is required to be on each program advisory committee:
 - Business / Industry
 - Parent / Guardian
 - Postsecondary Institution
 - Student

Topic #10:

Co-Op Numbers

- Companies hiring Co-Op Students

- ❖ Mrs. Ikonen shared that there are currently 4 out of 10 seniors (40%) on Co-Op at the following sites:
 - GVC Construction, Inc., Lunenburg
 - Monty Tech Athletic Department
 - Monty Tech Co-Op Office
 - Monty Tech LPN Program
- ❖ Juniors will be eligible after 2nd quarter grades (beginning of February)
- ❖ Mrs. Ikonen explained the Co-Op process and how it is a great program for the student and employer. Some members inquired about more information.

Topic #11:

New Business (Field Trips / Guest Speakers)

Discussion:

- ❖ Members were encouraged to come in as guest speakers.
- ❖ Members were asked for suggestions and recommendations for guest speakers and professional field trips.

❖ *Field Trips*

- *Sports Management Youth Summit*
- *Worcester Bravehearts*
- *Ben & Jerry's ??*

❖ *Guest Speakers*

- *Worcester Railers Community Outreach Team*
- *Gardner Furniture Outlet (Marketing)*
- *Real Estate*
- *Entrepreneurs*
- *Sports Broadcasting*
- *Personal Chef*

Meeting Adjourned at 8:00 p.m.

Respectfully submitted,



Angela Ikonen
Business Technology Instructor / Liaison



Magela Correa
DDS Templeton Community Services
Business Technology Chairperson

Vocational Program Advisory Meeting Minutes
October 16, 2024
6:45 pm

Program: Cabinetmaking

Secretary: Michael Dion

Attendance:

Mr. Chris Alsdorf	Blessington Corp.
Ms. Vicky Bailey	Maki Building Supply
Mr. Joseph Melanson	Woodmeister
Mr. Brandon Paul	Woodmeister
Mr. Mike Pandiscio	Sterling Surfaces
Mr. Liam O'Connor	Sterling Surfaces
Mr. Ben Schmidt	Sterling Surfaces
Ms. Amy Putney	Glenwood Kitchens
Mr. Mario Rodas	Rodas Finish and Trim
Jose Vera - 2025	CB Student
Mrs. Irma Andino	Jose's Mother

Teachers (Non-Voting)

Nicholas Bailey Joseph Bulger Michael Dion

Topic #1: Welcome, Call to Order, Sign/Take Attendance

Discussion: Joe Bulger thanked everyone for showing up tonight and asked that each member sign the Program Advisory Committee attendance form. He then introduced two new members to the committee, Liam O'Connor and Cabinetmaking student Jose Vera.

Missing were: Joey Conclave, John Prifti, Sean Finney, and Simon Hoover

Topic #2: Nomination and appointment of PAC Chairperson (member of General Advisory Committee)

Discussion: Mike Pandiscio was once again nominated and accepted the position as the 2024-2025 Cabinetmaking Chairperson.

Topic #3: Shop Walkthrough

- a. Discussion/input/recommendation
- b. Review of new equipment/software/tools
- c. Report on current projects from each grade level

Discussion: Joe Bulger informed the committee that the cabinetmaking only increased by about \$1000 dollars compared to last year. Most of the increase was due to the spike in finishing material costs. He then informed the committee that we had removed the molding machine and the edgebander from the shop last spring. Both machines were sold at auction. The edgebander was replaced with a new portable edge banding system made by Festool.

We discussed some of the larger projects on the agenda for the coming school year. Mike Dion has replaced Joe Bulger as the junior teacher and will be leading the class on such projects as: Cubbies for EC, Cabinetry for the newly renovated IT department, the kitchenette for the MVP building, and oversized workstations for Dental. He is also building additional Alphacam curriculum for this class.

Joe Bulger has also added some new curriculum to the senior class as the new Senior teacher.

Nick Bailey tuned up some of his underclassman projects.

Topic #4: Industry Recognized Credentials (Important part of new District Improvement Plan)

a. Are current offerings relevant? Do employers value them?

b. Are there other credentials that employers value that aren't currently offered?

Discussion: Joe Bulger began by asking if anyone among the committee knew of any additional certifications beyond our OSHA certs that we could supply to help improve the chances for students to get higher paying jobs out of school. Everyone agreed that OSHA was important for students to receive in order to be able to go out on job sites with their companies. Mike Pandicio offered a flier he had received from AWI Architectural Institute that claims to offer credentials and curriculum. The committee reviewed the flier and agreed it may be worth looking into.

Topic #5: Update 5 Year Plans

a. Proposed new equipment/software/technology purchases (and approved by committee)

Discussion: Joe Bulger reminded the committee that a new trailer was purchased and delivered at the end of the 2022 school year. Nick Bailey spoke about the importance of having our own van to pull the trailer and the committee agreed. The committee as whole agreed that the shop still needed a makeover to help improve not just the look of the shop, but the organization. The need for a new Timesaver was also expressed by committee members as the underclassman sander has become outdated. The advisory agreed that a twenty-four inch planer specific to underclassman use would be a prudent addition to the shop. The committee decide unanimously that the five year plan should go as follows:

2024-2025	Heavy Duty Van capable of towing the cabinetmaking trailer	\$28,000
2025-2026	42" 2 Head Timesaver	\$32,000
2026-2027	Three additional laptops, sign software and training	

~~2028~~-2028 Shop Make-Over (Paint, floor refinish, improved shop lay-out)
~~2028~~-2030 24" Planer (for underclassman) \$22,475

Topic #6: Review and discuss Vocational Program Assessment

Discussion: Joe Bulger broke down the various elements of the Cabinetmaking Vocational Program Assessment and explained the grades we received and why. During this time, Nick Bailey was given time to talk about our most recent recruitment of students.

Topic #7: Review and discuss 2024 Post grad plans

Discussion: We reviewed the document provided with the post graduate plans of the previous senior class. We have four students that are in trades pertaining to cabinetmaking. Chris Alsdorf stated that the numbers for trade retention after high school are still too low and the education system as a whole needs to stop pushing hard trade students to attend college after high school. And that trade schools should not be held to the same standards as traditional comprehensive schools.

Topic #8: Perkins V Survey (not to be completed until after meeting)

- a. Discussion of survey (participation is crucial to grant applications/future planning)
- b. Review checklist. Clarification of language/what is DESE asking for
- c. Google Survey due by 10/21

Discussion: Joe Bulger asked that everyone on the committee please fill out the survey before leaving for the night. Mr. Bailey added that Cabinetmaking was added to a list of trades that DESE has deemed as "low demand." He then asked everyone to please take advantage of the comment period provided on the DESE website to state their case for keeping cabinetmaking.

Topic #9: Program Advisory Recruitment

- a. Review DESE representation requirements

Discussion: Joe Bulger asked that if anyone knows of someone in the trade to please invite them to attend a meeting. Mike Dion reiterated the importance of the advisory committee and that we are always striving to add more diversity to our group. We would like to have a wide range of specialties and people attend so we stay current and continue to learn and grow.

Topic #10: Co-op Numbers

a. Companies hiring Co-op Students

Discussion: Joe Bulger stated that there are currently six seniors on co-op. Two more are in the process of being signed out. And another two students that are waiting for clearance from Mrs. Curry to apply for co-op jobs. Mike Dion added that the junior group appears to be a very strong group. Many of the juniors are eager for the start of the third quarter when they will become eligible for co-op. He also noted that we have a number of new sites looking for students.

Topic #11: Review of new Framework (if applicable)

a. Discussion of public comment period

Discussion: The frameworks were briefly explained for the benefit of the new members who recognized that these were the bullet points that their co-op students referred to on their timecards each week. Nick Bailey reminded everyone about the public comment period.

Topic #11: New Business (grants, donations, curriculum changes, new industry trend)

Discussion: No new business was offered up by the committee specifically pertaining to cabinetmaking, however, Joe Bulger did briefly describe some of the aspects of the After Dark Program. Mike Dion also offered some insights to the program and how it may help our cause. Joe Bulger thanked everyone for attending and asked that they please log into and fill out the Google survey before leaving.

Meeting Adjourned at 8:02 pm

Respectfully submitted,

(your signature)

PRINTED NAME

Department Liaison's Signature:

Jon

Chairperson's Signature:

McCa

Vocational Program Advisory Meeting Minutes
October 16, 2024
6:45 pm

Program: CAD/Drafting and Design

Secretary: Jesse Veinotte

Attendance: (whomever is signing the membership form)
Ex: John Doe – Monty Tech

- a. Christina Bazelmans, Architect, LPAA
- b. Scott Dzik, Architect, Woodmeister
- c. Lance Despres, Plastics Engineering
- d. John Mulhall, Civil Engineering
- e. Kaleb Peirce, Student
- f. Student's parent, Thomas Peirce
- g. Cecelia Hall, Student
- h. Student's parent Joshua Hall, Westminster DPW
- i. Cory Dupuis
- j. Anthony Cellularo, BIM Coordination
- k. Dietmar Fajardo, Primetals
- l. New recruits needed for advisory: racial/bilingual representative (covered w/Dietmar), post-secondary education

Teachers (Non-Voting)

Jesse Veinotte
Stephanie Kirsch

Topic #1: Welcome, Call to Order, Sign/Take Attendance
Discussion:

Topic #2: Nomination and appointment of PAC Chairperson (member of General Advisory Committee)
Discussion: Chairperson: Anthony Cellularo

Topic #3: Shop Walkthrough
a. Discussion/input/recommendation

- i. Maybe consider a senior project that students can use industry professionals as visiting critics, the senior project may be in a subject that they want to pursue for college/work
- ii. Recommendations from PAC: new teacher laptops, new laser engraver, new filter system and/or ventilation for fabrication lab, certifications in building science and kitchen/bath design, surveying equipment, laser scanner, project management software

b. Review of new equipment/software/tools

- i. New Resin Printer
- ii. 2 new 3d Printers
- iii. New Roland Print and Cut

c. Report on current projects from each grade level

- i. Cardboard chair
- ii. Interior Design
- iii. Shed models

Topic #4: Industry Recognized Credentials (Important part of new District Improvement Plan)

a. Are current offerings relevant? Do employers value them?

- a. Are current offerings relevant? Do employers value them?
 - i. Autodesk Certified Users: Inventor, AutoCAD, Revit, may do Fusion in the future.
 - ii. CSWA: Certified Solidworks Associate
 - iii. Geometric Dimensioning and Tolerancing
 - iv. Employers value these certifications, and typically hire students if achieved

b. Are there other credentials that employers value that aren't currently offered?

- i. New building science certification Building Performance Institute: Building Science Principles and may add Urban Green Council: Fund. of Building Green
 - 1. Advisory members liked this certification (BSP) and suggested we pursue
- ii. Potential: USGBC: LEED for students certification
- iii. Potential: AIA student chapter
- iv. Potential: Project Management Student Certification:
<https://www.pmi.org/certifications/certified-associate-capm>
 - 1. Advisory members liked this certification and suggested we pursue
- v. Potential: GIS/ESRI certification

Topic #5: Update 5 Year Plans

a. Proposed new equipment/software/technology purchases (and approved by committee)

- i. Software: Rhino, Fusion, Bluebeam, Navisworks, Revisto, BIM Collaborative Pro
- ii. Equipment: New teacher laptops, New Laser Engraver, Programmable CNC Machine, Laser Scanner (Trimble, Matterport) for large spaces and small parts (2 different scanners), laser transit to create closed loop civil design plans. 3-year lease on computers is ending at the end of school year, new computers to be installed over summer. Advisory members suggested looking into Virtual desktop service through Amazon to maybe allow teachers to use

- iii. Renovation: Shop is in need of renovation, cabinets, facelift, organization, etc. Working with students and Cabinetmaking shop to come up with plans.

Topic #6: Review and discuss Vocational Program Assessment

- a. Discussion of VPA included introducing new involvement with junior students to help answer questions or control machines. We also discussed some potential changes to projects to make the shop more interactive or hands-on/partner projects may assist as well.
- b. Advisory committee includes racial and linguistic minority, and 2 parents/2 students.

Topic #7: Review and discuss 2024 Post grad plans

Architecture, Urban Planning, Graphic Design, Mechanical Eng. Technology, Military.
Colleges: Florida Atlantic Union, Iowa State, SCAD, Fitchburg State, MWCC, RIT, SNHU, Norwich

Topic #8: Perkins V Survey (not to be completed until after meeting)

- a. Discussion of survey (participation is crucial to grant applications/future planning)
- b. Review checklist. Clarification of language/what is DESE asking for
- c. Google Survey due by 10/21

Topic #9: Program Advisory Recruitment

- a. Review DESE representation requirements

Discussion: Still in need of a post-secondary, person with disability. Racial/linguistic minority is covered (Dietmar Fajardo)

Topic #10: Co-op Numbers

- a. Companies hiring Co-op Students

- i. Oliver Inc. (Packaging Designer), AES (Mechanical Engineering related), Ricky's Signs (Signage Design). D&G Graphics interested in 2 students (sign design)
- ii. Need more outreach to local companies and a goal to get more students out working in the field, construction related especially

Topic #11: Review of new Framework (if applicable)

- a. Discussion of public comment period

- i. All new frameworks updated in July. New items like sustainability expansion, project management.

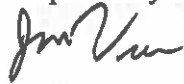
ii. Potential new projects in sustainability and project management

Topic #11: New Business (grants, donations, curriculum changes, new industry trend)

- a. Enabling the Future, biomedical 3d printing connection.
- b. Make;able 3d printing for accessible products
- c. Some computers this year are not able to handle Solidworks, Enscape and are crashing. Work orders are being worked on in a timely manner, but new computers are needed to be installed next year. 3-year lease for workstations is expiring this year.
- d. Venting of fabrication lab, where 3d printers are used often
- e. Use print and cut machine in conjunction with Auto Body shop for lettering, vehicle wraps
- f. New ideas for field trips.
 - i. Current offerings:
 1. Construction sites: Crocker ES, private school in Worcester - renovation. Others?
 2. College tours: Keene State (articulation), UMass Amherst, Boston Arch. College
 3. Related business: Autodesk Technology Ctr. Boston, Neoscape (Arch. vizualization), Boston Design Center, LPAA, Cutler Design/Build, Woodmeister, Technocopia, Kaestle Boos Architects
 4. Newport Mansions Sr. Trip in May
 - ii. New field trip ideas?
 1. Sr. Housing project in Westminster, potential visit to 270 Westminster street (during construction)
 2. Journal of Light Construction Live (Providence, RI tradeshow)
 3. AIA tradeshow in Boston in June 2025

Meeting Adjourned at __8:30__pm

Respectfully submitted,



Jesse Veinotte

Department Liaison's Signature:



Chairperson's Signature:

Anthony Celularo

Digitally signed by Anthony Celularo
DN: C=US, E=ACelularo@dsi.us,
O=Dynamic Systems Inc., CN=Anthony
Celularo
Date: 2024.11.07 08:02:50-0500

Vocational Program Advisory Meeting Minutes
October 16, 2024
6:45 pm

Program: Cosmetology

Secretary: Stephanie Delphia

Attendance: Shannon Demont
Heidi Ashe

Teachers (Non-Voting)
Stephanie Delphia
Lirazol Alie
Carrie Shepard
Jennifer James-Philbrick

Topic #1: Welcome, Call to Order, Sign/Take Attendance

Discussion: Lirazol Alie confirmed information on the attendance list and requested attendees to make sure all information is accurate.

Topic #2: Nomination and appointment of PAC Chairperson (member of General Advisory Committee)

Discussion: Heidi Ash was nominated as the Chairperson.

Topic #3: Shop Walkthrough

a. Discussion/input/recommendation

b. Review of new equipment/software/tools

c. Report on current projects from each grade level

Discussion: Heidi Ash-Bathrooms looks very clean. There aren't as many supplies being stored in the bathroom which has improved. Items being stored in the bathroom is unsanitary. The Smart Boards in the underclassman rooms look nice.

Suggestion of purchasing equipment through Amazon however it can be a hit or miss. At times, Amazon's quality of equipment can be questionable. Shannon Dumont- Good quality salon chairs are really expensive. Typically around \$400 on average. Suggested Amazon or Minerva Beauty Supply.

Information on current salon software DaySmart was provided as an upgrade, however, difficulty with use specific to schools. Suggestion of

Fresha, Vagaro, or Gloss Genius for salon software. These programs will send reminders. Using salon software is a good experience for students.

Topic #4: Industry Recognized Credentials (Important part of new District Improvement Plan)

a. Are current offerings relevant? Do employers value them?

b. Are there other credentials that employers value that aren't currently offered?

Discussion: Shannon Demont- Curriculum being offered for Seniors could be partially based on what they want to offer for services in industry. What product lines are they wanting to use in industry and then they could become certified in that specific line.

Asked instructors thoughts on the changes to the overall curriculum with implementation of the new Milady's textbook. Current industry practices are focusing more on implementing services on textured hair and learning different curl patterns. Students learning to sell retail and different strategies for marketing retail is important. Learning to bridge the gap between services such as rebooking clients and offering/charging mini services or add on services.

Heidi Ash- Perming is currently relevant in salons. It's making a comeback.

Shannon Demont- Suggested LisaKellyhair.com. This site provides tutorials as to how to mix color formulations in addition to science-based education and techniques for different services.

Topic #5: Update 5 Year Plans

a. Proposed new equipment/software/technology purchases (and approved by committee)

Discussion: Review of the Five-year plan. New Purchase of Sale equipment recommendations were requested and previous 5-Year Plan status was given to the committee. TV on Clinic Floor - not upgraded; Smartboard for clinic floor - not upgraded; Office/Cabinets on wall - not upgraded; Update: Designer to design a floor plan for the clinic floor. Looking for an Engineer. This will be done in the next few years. Textbooks - Implemented; Office in large dispense - not upgraded
Open forum for any thoughts on the five year plan. Discussion as to why it has been so difficult to get changes in the shop. Totes were given to the clinic floor for better organizing.

Topic #6: Review and discuss Vocational Program Assessment

Discussion: Information was reviewed with the committee.

- Topic #7:** Review and discuss 2024 Post grad plans
Discussion: Information was reviewed with the committee.
- Topic #8:** Perkins V Survey (not to be completed until after meeting)
a. Discussion of survey (participation is crucial to grant applications/future planning)
b. Review checklist. Clarification of language/what is DESE asking for
c. Google Survey due by 10/21
Discussion: Information was presented and reminded of due dates.
- Topic #9:** Program Advisory Recruitment
a. Review DESE representation requirements
Discussion: Information was passed out on recruiting new members.
- Topic #10:** Co-op Numbers
a. Companies hiring Co-op Students
Discussion: Shannon Dumont mentioned the obstacle she was in when she was willing to take on a co-op student last year as well as a student for job shadowing. Due to being a booth renter carrying additional insurance isn't necessary. When she looked into it to get assistance for coop she found it was too expensive. Therefore, for some business owners, Co-op can be challenging because Workman's compensation insurance can be expensive.
- Topic #11:** Review of new Framework (if applicable)
a. Discussion of public comment period
Discussion: Discussion on how the frameworks have evolved over the past ten years. Which frameworks were preferred. Shannon Demont asked, "Why were there changes in the Frameworks? How do we participate in changing the frameworks to the relevancy of the boards as well as being employable?"
- Topic #11:** New Business (grants, donations, curriculum changes, new industry trend)
Discussion: Provided information on who are current donations come from and always welcome to donate any product at any time.

Meeting Adjourned at 8:03pm

Respectfully submitted,

Lirazol Alie

(your signature)

PRINTED NAME Lirazol Alie

Department Liaison's Signature:

Chairperson's Signature:

Vocational Program Advisory Meeting Minutes
October 16, 2024
6:45 pm

Program: Culinary Arts

Secretary: Nancy Despres

Attendance: Andrew Bluestein – Emma’s Café - Chef
Zack Connors – The Ale House- Restaurant Manager
Rebecca King – Pathfinder High School and Templeton Café
Erik Lourens – The Bedford Inn- Executive Chef
Evan Martin – Doubletree Hotel-Executive Chef
Brian McNally- Worcester Voc. Tech-Chef Instructor
John Overfield – Medical Center at Devens- Director of Education
Steven Sprague – S&S Farms and Market Place -Chef
Mark Trzaskos – Sysco-Foodservice Sales
Maureen Young – Parent and Owner of Moeshmallows
Meghan Young - Student

Michael Banks – Monty Tech
Nancy Despres – Monty Tech
Sean Lowe – Monty Tech
Adam Taylor – Monty Tech

Topic #1: **Welcome, Call to Order, Sign/Take Attendance**

Discussion: Everyone was welcomed to the meeting, introductions were made and the attendance form was signed by all.

Topic #2: **Nomination and appointment of PAC Chairperson (member of General Advisory Committee)**

Discussion: Maureen Young was nominated and accepted the Chairperson position for the 2024-2025 school year.

Topic #3: **Shop Walkthrough**

- a. Discussion/input/recommendation**
- b. Review of new equipment/software/tools**
- c. Report on current projects from each grade level**

Discussion: The committee walked through the shop, new equipment was pointed out including a pasta extruder and new stainless steel work tables with storage.

Also noted was a large area in the tile floor that had broken up. New tiles have been ordered and hopefully will be repaired soon.

Topic #4: Industry Recognized Credentials (Important part of new District Improvement Plan)

- a. Are current offerings relevant? Do employers value them?**
- b. Are there other credentials that employers value that aren't currently offered?**

Discussion: Our committee had a discussion of the credentials offered to our students. All credentials are relevant and used in industry. These include:

MA Allergen Awareness Certification
OSHA 10 Hour Culinary Work Place Safety
ServSafe Manager Certification

Topic #5: Update 5 Year Plans

- a. Proposed new equipment/software/technology purchases (and approved by committee)**

Discussion: The following items are on the five year plan:

FY 2024-2025

2 door stainless steel refrigerator
4 compartment prep sink with work table

FY 2025-2026

Hobart dishwasher with stainless steel tables
Baxtor rack oven for bakery

FY2026-2027

WEI 4 stack electric oven with proofer
4 door True stainless steel refrigerator

FY2027-2028

Hobart turbowash powered sink – kitchen
Hobart turbowash powered sink – bakery

FY2028-2029

2 door glass refrigerator
Vulcan heavy duty 12 burner range

Topic #6: Review and discuss Vocational Program Assessment

Discussion: The vocational program assessment was reviewed and discussed. The area in which we need improvement is the recruitment of students to include only 1st, 2nd and 3rd choice students.

Topic #7: Review and discuss 2024 Post grad plans

Discussion: The Culinary class of 2024 post grad results were:
2 attending a public 4 year college
7 attending a 2 year public college
3 attending a 4 year private college
3 employed in the culinary field
1 employed in a non industry job
1 in the military

Topic #8: Perkins V Survey (not to be completed until after meeting)

- a. Discussion of survey (participation is crucial to grant applications/future planning)**
- b. Review checklist. Clarification of language/what is DESE asking for**
- c. Google Survey due by 10/21**

Discussion: The Perkins survey was discussed with the committee and all members were given the QR code and asked to complete this survey before 10/21.

Topic #9: Program Advisory Recruitment

- a. Review DESE representation requirements**

Discussion: We encouraged our members to please forward any names of interested candidates to be on our Advisory board. We are always happy to have new members join.

Topic #10: Co-op Numbers

- a. Companies hiring Co-op Students**

Discussion: Culinary Arts currently has three Seniors on Co-op.
Our students are employed by:
Kro's on the Common
Market Basket – Market Café
Deer Creek Bagels and Breads

Topic #11: Review of new Framework (if applicable)

- a. Discussion of public comment period**

Discussion: At this time there are no new frameworks for Culinary Arts.

Topic #11: New Business (grants, donations, curriculum changes, new industry trend)

Discussion: Culinary Arts received a \$5000.00 donation from a patron who frequents the Mountain Room Restaurant. He would like this money to go toward the purchase of the student's cutlery kits that they receive upon graduation.

Meeting Adjourned at 8:35 pm

Respectfully submitted,

Nancy Despres

Nancy Despres

Department Liaison's Signature: Michael Bandal

Chairperson's Signature: Maureen Young

Vocational Program Advisory Meeting Minutes
October 16, 2024
6:45 pm

Program: Dental Assisting

Secretary: Kaitlyn Geise

Attendance: Dr. Benjamin Canary- Drs. Rowe & Canary Orthodontics
Ms. Lynn Champagne Alicea – Hygienist, Alumni
Ms. Nicole Guertin- Community Health Connections, Alumni
Ms. Kaitlyn Geise- Community Health Connections, Alumni
Mrs. Maria Laford- Community Health Connections
Mrs. Wendy Lashua- Community Health Connections
Dr. Marjorie Rapose- Appleseed Dental
Mrs. Tammera Reynolds- Ultradent Rep
Ms. Heather Torres- Community Health Connections, Alumni
Benjamin Wilder- Student
Mrs. Amy Wilder- Parent

Teachers (Non-Voting)
Michelle Salvaneli

Topic #1: Welcome, Call to Order, Sign/Take Attendance

Discussion: Call to Order 7:10 pm – Michelle Salvaneli
Members updated and signed off Attendance sheet
Welcome and introductions of members
Mr. Williams came in to introduce himself as the new Vocational Director

Topic #2: Nomination and appointment of PAC Chairperson (member of General Advisory Committee)

Discussion: Dr. Rapose nominated Dr. Brian McDowell Dr. Canary 2nd the nomination – All in favor – no opposed. Michelle will email Dr. McDowell to let him know of his appointment.

Topic #3: Shop Walkthrough

a. Discussion/input/recommendation

Still waiting for lab benches in back room

b. Review of new equipment/software/tools

Autoclave (see topic #5)

c. Report on current projects from each grade level

Discussion: A work order has been submitted for the lab benches for room 109. There is a new autoclave that was shipped twice by accident by the company for Health Occupations. The company says that they are all set and the autoclave is ours to keep. The school will be bringing it down to us shortly.

Topic #4: Industry Recognized Credentials (Important part of new District Improvement Plan)

- a. Are current offerings relevant? Do employers value them?
- b. Are there other credentials that employers value that aren't currently offered?

Discussion: Frameworks now state requirement of 3 DANB exams (ICE, RHS, AMP to complete NELDA) --- Does the industry feel they are valuable to have? The test proves they learned it extensively but doesn't always necessarily mean they know HOW to perform infection control or radiology. Always good to have another credential --- Shows a more serious attitude towards their profession

Dr. Canary and Rapose agree that if two candidates were applying/interviewing they would choose the candidate with the credentials from the DANB exams

If only a portion of the frameworks is required – only require ICE and RHS – advisory board agrees AMP does not sound necessary since it has no value towards a CDA.

First Aid was previously removed, now being brought into curriculum

Topic #5: Update 5 Year Plans

- a. Proposed new equipment/software/technology purchases (and approved by committee)

Discussion: 3D printing and scanning to be added to plan – coming up in industry – Dental assistants are now running milling machines – whole new position in offices

Digital scanning first then 3D printer – scanners are taking over for lab work and education and orthodontics. – Learning the technique of using a digital scanner is more beneficial. Many labs are now digital also.

Tammera reached out to Itero previously to ask if there were older models that could be donated for educational purposes, however the rep went out on paternity leave and has not returned yet.

Autoclave has stopped working after 3 cycles – will be donating to Science department.

Perio Pro will be removed

Add new computers/laptops for students

Dr. Canary and Dr. Rapose discussed cameras for use for intraoral photos – look at “photomed” – good for practice for esthetic purposes and use with retractors.

Topic #6: Review and discuss Vocational Program Assessment

Discussion: Michelle read over the Assessment – all categories ranked proficient and exemplary. No needs improvement

Topic #7: Review and discuss 2024 Post grad plans

Discussion: 5/12 students went into workforce, 1/12 to 2-year college, 0 went to technical school 6/12 to 4-year college, 0 into military

Many students come back to the field even after they go to college – Michelle urges offices to stick with the students even if they tell the office they are going to college for something else.

Topic #8: Perkins V Survey (not to be completed until after meeting)

- a. Discussion of survey (participation is crucial to grant applications/future planning)**
- b. Review checklist. Clarification of language/what is DESE asking for**
- c. Google Survey due by 10/21**

Discussion: Michelle will send checklist as reference for when advisory board is taking survey . Urged members to complete it as it is helpful for funding

Topic #9: Program Advisory Recruitment

- a. Review DESE representation requirements**

Discussion: Lab Technicians needed, MWCC post secondary ed representation

Topic #10: Co-op Numbers

- a. Companies hiring Co-op Students**

Discussion: Co-Op is hard for offices since it is every other week – Try externship first then reward good behavior/skills.

Michelle stated that there are currently 3 students on co-op and an additional 3-5 students with possible opportunities for co-op. Students not on co-op will be going on affiliation or externship to gain office experience.

Topic #11: Review of new Framework (if applicable)

a. Discussion of public comment period

Discussion: N/A See topic #4

Topic #11: New Business (grants, donations, curriculum changes, new industry trend)

Discussion: Yankee Dental is a Sophomore/Senior week – Juniors will need permission to go from Academic teachers. Some juniors will opt out since they do not want to miss a full day of academic classes.

Heather Torres makes motion to Adjourn , Lynn Alicea 2nds.

Meeting Adjourned at 8:21pm

Respectfully submitted,



Kaitlyn Geise

Department Liaison's Signature:



Chairperson's Signature: _____

Vocational Program Advisory Meeting Minutes
October 16, 2024
6:45 pm

Program: Early Childhood Education

Secretary: AnneMarie Cataldo

Attendance: AnneMarie Cataldo- CDA PD Specialist
Andi MacMillan-MOC Head Start
Mellisa Maguy- Student
Amy Maguy- Parent
Nahiomy Miller- Busy Bees Preschool
Lindsey Page-Little Explorers Daycare
Maria Paulino- Busy Bees Preschool
Maureen Provost- MWCC
Stalyn Quinones- Little Explorers Daycare
Cara Schutz- MOC Head Start
Megan Small-Parent
Makayla Small- Student
Cecile Tousignant- Child Tools Consulting

Teachers (Non-Voting)

Kelly Booth
Karla Boudreau

Absent: Mark Brillon- MWCC
Heather Bussell- Children's Garden Nursery School
Holly Dube- Klever Kids Preschool
Allison Dumas- MT Preschool
Julie Foshay- MOC Child Care and Head Start Services
Emily Haenisch- Blossoming Buds Preschool
Kassidy Jones- MT Preschool
Roberta LeBlanc- Birdies Family Child Care
Carlee Mills- MWCC
Cris Siler- MOC Child Care and Head Start Services

Topic #1: Welcome, Call to Order, Sign/Take Attendance

Discussion: Karla welcomed everyone and attendance was taken

Topic #2: Nomination and appointment of PAC Chairperson (member of General Advisory Committee)

Discussion: Maria nominated Nahiomy Miller as chairperson and was elected by unanimous vote.

Topic #3: Shop Walkthrough

a. Discussion/input/recommendation

b. Review of new equipment/software/tools

c. Report on current projects from each grade level

Discussion: Karla shared that she is incorporating some activities involving career opportunities other than teaching preschool in hopes to attract more students.

She is no longer sending 3-4 freshmen explore students into the Monty Tech Preschool but instead taking the entire class either into the preschool or outdoors or having the preschool children join the freshmen in their class. This seems to be working well allowing the freshmen to get a taste of outdoor play, manipulative play in the preschool, board games which the freshmen have created and music time.

Rather than being exposed to a full morning in the preschool on separate days with just the preschool teachers, they are all now experiencing the same activities together under the supervision of preschool teachers as well as the vocational instructor.

Karla is hoping these changes will attract more students (only 8 freshmen chose ECE last spring, 2 more have transferred in this fall).

Maria Paulino suggested that we focus on and emphasize the difference one makes in society going into early childhood. "The job doesn't have the dollar signs but the difference you make in society is huge. There is no job more important! Even doctors have to start as children." Maria continued to say it is important to change the attitude about early childhood education as ECE teachers are changing lives.

Karla stated that sophomores started going to Head Start 2 days a week and will continue all year. Juniors started 2 days a week at Head Start and will transition to affiliation, externship or co-op in February.

Seven seniors are on co-op and 2 are on affiliation.

Cecile Tousignant questioned the plans for the play yard after learning last spring that it will be renovated. She said that it will be important to see the plans since freshmen will still be utilizing the space with children. Karla showed the plans that Tom Browne shared with her in August and that Tammy Crockett confirmed that the funds are in the revolving account to support the work.

Cecile wanted to make sure the plans are being matched with licensing regulations for the Department of Early Education and Care as that is what students will need to know when they go into the workforce. They should be hearing the language of licensing.

Members suggested items to consider for the play yard.

Shade over sandbox

swings and chin up bars

could carpentry make some items for the play yard?

gardens

natural materials, sea grass

space for music and water play

shade other than just over the play structure ** based on DEEC licensing

Maureen asked about a stand up sandbox, stump rounds to step on etc.

Lindsey said she is going more natural with her playground

Maria mentioned looking at her playground for ideas.

Megan Small would be willing to go to her local recycling center to gather pots/pans etc for a music wall or to get other things that could be useful

Some members felt the structure in the plans was too large and may be too expensive

AnneMarie believes the current structure is still durable

Cecile and Maria asked if the structure would be too big to monitor and if it was appropriately sized for preschool.

Maria asked if Heather had been able to assist in looking at the preschool classroom to align the program to the licensing regulations. The committee agreed that this would be beneficial for our students since they will be working in licensed programs. Karla stated that Ryan Rege had invited her to come in over the summer to look at the preschool classroom, however did not believe that had happened since Ryan left Monty Tech in June.

Kelly shared that students were at Head Start when federal and state licensors were present and it was a good learning experience for them.

Topic #4: Industry Recognized Credentials (Important part of new District Improvement Plan)

a. Are current offerings relevant? Do employers value them?

b. Are there other credentials that employers value that aren't currently offered?

Discussion: It was agreed that the Department of Early Education and Care Teacher Certification, National Child Development Associate Credential, First Aid/CPR and OSHA are all still relevant to ECE students.

Topic #5: Update 5 Year Plans

a. Proposed new equipment/software/technology purchases (and approved by committee)

Discussion: Teachers once again recommended a third vocational instructor, upgrades to the observation room (plans had been created over 5 years ago), along with updates to the real care simulation babies and now adding replacement car seats. Committee approved.

Nahiomy Miller asked if conference or professional development money could be added for students. There is a conference on Veteran's Day in Pittsfield, MA.

Topic #6: Review and discuss Vocational Program Assessment

Discussion: Karla reviewed the Vocational Program Assessment

Topic #7: Review and discuss 2024 Post grad plans

Discussion: Committee was pleased that 12 of 13 graduates were attending college and that one went directly into the field of early childhood education.

Topic #8: Perkins V Survey (not to be completed until after meeting)

a. Discussion of survey (participation is crucial to grant applications/future planning)

b. Review checklist. Clarification of language/what is DESE asking for
c. Google Survey due by 10/21

Discussion: Karla shared the survey, handed out the program checklist as a reference and asked for the survey to be completed by 10/21.

Topic #9: Program Advisory Recruitment

a. Review DESE representation requirements

Discussion: No new members

Topic #10: Co-op Numbers

a. Companies hiring Co-op Students

Discussion: 7 of the 9 seniors are on co-op. All 9 juniors are planning to look for co-op positions come January.

Topic #11: Review of new Framework (if applicable)

a. Discussion of public comment period

Discussion: N/A

Topic #12: New Business (grants, donations, curriculum changes, new industry trend)

Discussion: Maria Paulino praised Kelly for having students go to Head Start. She has noticed a difference in the attitude and initiative of students since they've had the experience of assisting at Head Start. AnneMarie Cataldo praised Karla and Kelly for embracing change and challenge and thanked them for changing the trajectory of the program in order to continue to be successful.

Karla and Kelly thanked Head Start and the cooperating teachers for embracing the students and taking them in as assistant teachers.


Cara Schutz said there are many benefits to the program by having the students there. Students are learning how to manage different challenges and the teachers love having the students and their new ideas.

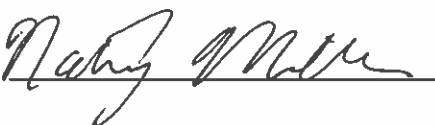
Cecile Tousignant shared that Maria Paulino was one of few Latino leaders selected across the entire state of Massachusetts this year to be honored at the Massachusetts Black and Latino Caucus' *premier* latino culture celebration-- the Latino Excellence Awards. Karla said we are lucky to have Maria on our committee helping to steer the future of the Monty Tech Early Childhood Program.

Meeting Adjourned at 8:30pm

Respectfully submitted,


AnneMarie Cataldo

Department Liaison's Signature: 

Chairperson's Signature: 

Vocational Program Advisory Meeting Minutes
October 16, 2024
6:50 pm

Program: Electrical

Secretary: John Bussiere

Attendance: Michael Bellabarba (MT Graduate Wesco Electric Supply)
Russell Conway (Favulli Electric)
Michael Cormier (Unitel Organized Labor)
Mark Drake (Griffin Electric)
Jason Dupuis (Piper Electric)
John Griffin (MT Graduate Applewood Controls)
Matthew Hare (Electrician for Worcester State College)
Kenneth Johnson (Safety Officer Griffin Electric) New Member
Nicholas Lanciani (Pierce Heating & Cooling)
Michael Marini (Synergy Electric)
Andre Martin (AMH Electric)
Robert Marshall (Foreman Griffin Electric) New Member
Todd Whitney (Whitney Electric current student parent)
Ryan Whitney (current student)

Absent: John Burke (Wesco Electric)
Lisa Connors (Klein Tools Rep) Remove from advisory
Joshua Page (MT Graduate owner JP Electric)
Rafael Perez (Perez Electric retired) Remove from advisory
Robert Thrasher (Griffin Electric)

Teachers Present from the electrical program

Paul Cormier (Liaison)
John Bussiere (Secretary)
Robert Needham
Dan Brew
John Whyte MVP
James Morrison MVP

Topic #1: Welcome, Call to Order, Sign/Take Attendance

Discussion: The committee was welcomed and thanked for attending. Mr. Cormier explained the attendance and the importance of checking off all roles that apply to each member for purpose of fulfilling our Vocational Placement Assessment.

Topic #2: Nomination and appointment of PAC Chairperson (member of General Advisory Committee)

Discussion: Motion by Mike Cormier to make Kenneth Johnson acting chair. Mr. Cormier made mention that it would be nice if the chair could make the general advisory at years end. Seconded by Jason Dupuis. Motion passed

Topic #3: Shop Walkthrough

a. Discussion/input/recommendation

Prior to the meeting beginning, the PAC members toured the shop and looked at the curriculum in place. They were very impressed with all we do in the shop and ARM lab and what is planned for the MVP program. No action required

b. Review of new equipment/software/tools

Reviewed. No action required

c. Report on current projects from each grade level

Reviewed and the committee would like to see more focus on wireless control systems. No action required

Discussion: The advisory committee was impressed with all the new equipment for both the shop and the MVP program. No action needed

Topic #4: Industry Recognized Credentials (Important part of new District Improvement Plan)

a. Are current offerings relevant? Do employers value them?

b. Are there other credentials that employers value that aren't currently offered?

Discussion: The committee reviewed the current credentials and feel there are no other credentials at this time that would benefit the students. No action required

Topic #5: Update 5 Year Plans

a. Proposed new equipment/software/technology purchases (and approved by committee)

Discussion: The committee reviewed the five-year plan do not want to make any changes. No action required

Topic #6: Review and discuss Vocational Program Assessment

Discussion: Mr. Cormier reviewed the assessment with the members and recommended to continue to recruit as members change from year to year. No action required.

Topic #7: Review and discuss 2024 Post grad plans

Discussion: Mr. Cormier reviewed the post grad plans, and the committee was impressed that the electrical shop had the highest numbers going directly into the trade from the construction cluster. No action required.

Topic #8: Perkins V Survey (not to be completed until after meeting)

- a. Discussion of survey (participation is crucial to grant applications/future planning**
- b. Review checklist. Clarification of language/what is DESE asking for**
- c. Google Survey due by 10/21**

Discussion: Mr. Cormier had all the members do the survey prior to the meeting ending to assure input was submitted. No action required

Topic #9: Program Advisory Recruitment

- a. Review DESE representation requirements**

Discussion: Mr. Cormier reviewed the requirements and continues to emphasize the need for new members for a diverse committee. No action required.

Topic #10: Co-op Numbers

- a. Companies hiring Co-op Students**

Discussion: Mr. Cormier reviewed the coop numbers and the employers that currently employ the electrical students. Members from Griffin electric want to work with the school to recruit more apprentices into Griffin's apprenticeship program. No action required

Topic #11: Review of new Framework (if applicable)

- a. Discussion of public comment period**

Discussion: No applicable at this time

Topic #11: New Business (grants, donations, curriculum changes, new industry trend)

Discussion: Mike Marini from Synergy Electric out of Leominster would like to donate a variety of brand-new motors to the electrical program. No action required

Meeting Adjourned at 8 pm

Respectfully submitted,

(your signature)
PRINTED NAME

Department Liaison's Signature:

A handwritten signature in black ink, written over a horizontal line. The signature is cursive and stylized, with a large loop at the beginning.

Chairperson's Signature:

A handwritten signature in black ink, written over a horizontal line. The signature is cursive and stylized, with a large loop at the beginning.

Vocational Program Advisory Meeting Minutes

October 16, 2024

6:45 pm

Program: Engineering Technology

Secretary: Josh Gikis

Attendance: Joe Ciras-Mechanical Engineer-Ranor
Lisa Trombetta-DRS Leonardo
Brian Broomfield- Broomfield
Rob Labier-Broomfield
Rich Ikonen-Parent
Kelsey Ikonen-Student
Melony Letarte - Parent
Waylon Letarte - Student

Teachers (Non-Voting)

Emily Turner - Engineering Technology Instructor
Josh Gikis - Engineering Technology Instructor

Topic #1: Welcome, Call to Order, Sign/Take Attendance

Discussion: Ms. Turner opened the meeting with introductions of advisory board members old and new. Attendance was taken and the sign in sheet was passed out to all members.

Slide(s):

Engineering Technology Program Advisory Committee Meeting

Montachusets Regional Vocational Technical School
Wednesday October 16, 2024

I. Call to Order

Click to add text

Click to add text

Topic #2: Nomination and appointment of PAC Chairperson (member of General Advisory Committee)

Slide:

II. Introductions, Nominations & Appointment

Industry Partners

Mrs. Susan Benior
Mr. Brian Broomfield
Mr. Joseph Ciras
Mr. Robert Labier
Mr. Dean Lepkowski
Ms. Lisa Trombetta

Student & Parent Partners

Mr. Richard Ikonen &
Kelsey Ikonen - YOG2026
Mrs. Melony Letarte &
Waylon Letarte - YOG2026

Engineering Technology Instructors

Emily Turner
Josh Gikis

Discussion: DESE representation requirements were reviewed. Additionally, Ms. Turner reviewed the role and the importance of the Advisory Committee. This discussion then transitioned to a nomination of Advisory Committee Chair:

- o The nomination vote is for Joe Ciras for 24/25.
- o Brian Broomfield is considering the Chairperson responsibilities in the future
- o Joe will outline the responsibilities of the position to the group

- Topic #3:** **Shop Walkthrough**
 a. Discussion/input/recommendation
 b. Review of new equipment/software/tools
 c. Report on current projects from each grade level

Slide(s):

III. Shop Walkthrough



The Team:

Emily Turner entering year 4 of teaching

Dean Lepkowski retired January 2024, and joined our advisory committee

Josh Gikis officially on boarded the start of calendar year 2024

The Shop:

Spring/Summer 2024 - complete clean-out of the storage area

Fall 2024 - initiating/continuing with 5S activities

New Equipment/Software/Tools:

SolidProfessor, Amatrol Ignite, SolidWorks (pending installation)

Diversifying "easy project materials" with PVC & expanding tools



III. Shop Walkthrough (continued)

Freshman



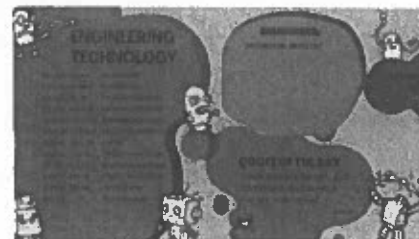
Sophomores



Juniors



Seniors



- Discussion:** Shop updates were discussed as show in the above slides. It was noted that:
- o Joe will outline the responsibilities of the position to the group

Topic #4: Industry Recognized Credentials (Important part of new District Improvement Plan)

- a. Are current offerings relevant? Do employers value them?
- b. Are there other credentials that employers value that aren't currently offered?

Slides(s):

IV. Industry Recognized Credentials

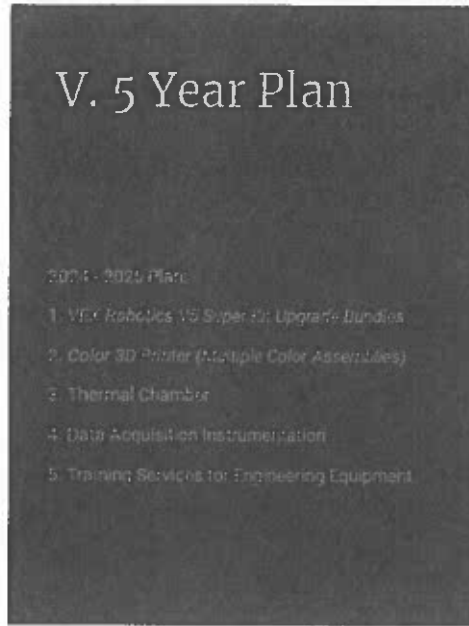
Discussion - Industry Recognized Credentials

Discussion: Details of the SACA Silver Associate Level 1 we distributed to the members in a Monty Tech folder. After presenting the above our industry partners were asked for any recommendations on additional areas to explore. There were no additional credentials identified at this time.

Topic #5: Update 5 Year Plans

a. Proposed new equipment/software/technology purchases (and approved by committee)

Slide(s):



Discussion: The 5-year plan was discussed and the MT instructors re-iterated that changes to this are pending the frameworks revision.

Topic #6: Review and discuss Vocational Program Assessment

Slide(s):

VI. Vocational Program Assessment

Discussion: Ms. Turner walked through the current assessment and clarifying questions were answered based on the criteria. The following concerns were noted:

- o Joe Ciras is asking for information regarding the placement of students and if a student doesn't get their first choice, do they stay in school?
- o Is there turn-over when students get their choices?

Topic #7: Review and discuss 2024 Post grad plans

Slide(s):

VII. Post Grad Plans Class of 2023 & 2024

	total # of grads	male	female	Non-binary
2023	13	10	3	n/a
2024	15	11	4	n/a



career & Tech area	4 year public college	2 year public college	4 yr private college	2 year private college	Trade/Technical School
Engineering Tech 2023	6	2	2		1
	employ related to training	employ not related to training	military	other/plans unknown	seeking employment
			1		1

career & Tech area	4 year public college	2 year public college	4 yr private college	2 year private college	Trade/Technical School
Engineering Tech 2024	6	2	6		1
	employ related to training	employ not related to training	military	other/plans unknown	seeking employment
				1	

Discussion: Ms. Turner confirmed that the majority of our Seniors have been going on to college in an Engineering discipline.

- Topic #8:** Perkins V Survey (not to be completed until after meeting)
- a. Discussion of survey (participation is crucial to grant applications/future planning)
 - b. Review checklist. Clarification of language/what is DESE asking for
 - c. Google Survey due by 10/21

Slide(s):

VII. Perkins V Survey

What is Perkins V?

The federal Strengthening Career and Technical Education for the 21st Century, also known as Perkins V, provides federal funding to recipients to ensure **students** enrolled in career and technical education programs are able to

fully develop the academic knowledge,
technical skills, and employability skills

needed to enter the workforce and pursue continued education in their chosen field.

What does the survey cover?



Discussion: Ms. Turner informed all of the google survey from DESE and what is about and asked for this to be done after the meeting. Barcode was distributed to members in the Monty Tech folder.

Topic #9: Program Advisory Recruitment
a. Review DESE representation requirements

Slide(s):

IX. PAC Recruitment

DESE Requirements per Career Technical Education Advisory Committee Guide

ROLE OF ADVISORY COMMITTEES

Program Advisory Committee: The Vocational Technical Education Regulations state that it shall be the responsibility of the program advisory committee to advise, assist and support school personnel in order to improve planning, operation and evaluation in its program area.

Such advice shall be based on adequate and timely information as to:

- workforce and job development demand
- job market trends
- technological developments
- training alternatives
- other factors affecting the quality of the program



Nomination & Appointment of PAC Chairperson

Discussion: Ms. Turner had shown this slide and discussed the importance of this with Topic 2, prior to the nomination of the chair.

Topic #10: Co-op Numbers
a. Companies hiring Co-op Students

Slide(s):

X. COOP Numbers

	Seniors					Juniors				
	YOG	Total	Placed	Recommended - Unplaced	In Process	YOG	Total	Placed	Recommended - Unplaced	In Process
2024 to 2025	2025	15	3	8	0	2026	16	0	0	0
2023 to 2024	2024	15	7	0	0	2025	15	0	0	0
2022 to 2023	2023	14	6	0	0	2024	15	4	0	0
2021 to 2022	2022					2023	14	0	0	0

"Recommended - Unplaced" - Academically Eligible, Shop Approved, Transportation Available
 (additionally, for a Junior, they have initiated the Process Independently)

Juniors can be placed starting Q3



Discussion: Ms. Turner reviewed the current placement of our seniors. After this review she opened a discussion about co-op placement timing, the the year prior MT was unable to match hiring timelines of companies that had previously taken students. Feedback was provided as follows:

- o Lisa (DRS) placement of students would be “easier” during the summer
- o Brian/Robert (BROOMFIELD)\ has a lot of training occurring with new employees, but once this is over, they would be willing to take on new COOP students.
- o Joe (RANOR) has concerns about the transfer of knowledge between week to week.
- o Lisa (DRS) mentioned that utilizing different groups other than Engineering (facilities, maintenance, Quality, etc.)

Topic #11: Review of new Framework (if applicable)
a. Discussion of public comment period

Slide(s):

XI. Frameworks

Wisconsin Department of Education
CTE
Manufacturing Engineering & Technology Network
Occupational Center
Engineering Technology (ELM) 2023
June 2023

FRAMEWORKS

2023 Frameworks	2024 Frameworks	2025 Frameworks
...

<https://macte ns4ed.com/engineering-technology/>

Discussion: Ms. Turner updated that the frameworks remain out for revision. It was then discussed that in the meeting “save the date” invite email sent by Ms. Turner, a link to this employer survey that the state had made available for input on the frameworks.

Topic #12: New Business (grants, donations, curriculum changes, new industry trend)

Slide(s):

XII. General Discussion

Discussion: In wrap up of the meeting the floor was open for general discussion the following items were noted:

- o Joe Ciras mentioning that he can review Project booklets/projects.
- o Joe Ciras is curious about Mentoring opportunities with students.

Meeting Adjourned at 7:35 pm

Notes taken on October 16, 2024 and powerpoint slides from the meeting have been combined to make this document.

Respectfully submitted,

MT Engineering Technology Instructors

Department Liaison's Signature:

 5 NOV 2024

Chairperson's Signature: _____

Joseph R. Ciras

2024.11.06

07:49:22 -05'00'

VOCATIONAL PROGRAM ADVISORY MEETING MINUTES
October 16, 2024 | 6:45 pm

Program: Graphic Communications

Secretary: Monique Guthrie

Attendance:

Natalle Chetty, Nicolle Soares, Rob Hare, Reanne Mullet, Everett Sullivan, Katie Wilkinson, John Wood, Peter Hutchinson

Teachers: Katie Sullivan, Monique Guthrie, Dan Starr

Topic #1: Welcome, Call to Order, Sign/Take Attendance

Discussion:

- Introduced Monique as the new teacher
- **Attendee Info:**
 - Robert Hare, has a print and magazine background working for the Rob Report and later became a commercial photographer. Worked for LensProToGo.
 - Everett Sullivan class of 2013 grad, works in a small shop in Hudson, Six Stitches PV.
 - John Wood, used to be a paramedic in Fitchburg, was a commercial printer for 20 years, Konica Minolta.
 - Peter Hutchinson, Image Communications 35 years in industry finishing experience.
 - Katie Wilkinson, class of 99, worked in Design for publishing companies, worked for the Airforce and now works for Riveire University and is the sole designer.
 - Reanne Mullet, graduate of FSU now works for Gallery Sitka, works on websites and codes websites and freelancers as well.
 - Natalie Mom with Nicolle Soares, our student.
- **Shop Accomplishments:**
 - Had students go to Skills and won 7 of 9 medals at Skills. Two of our students were 13th and 20th in the country and they get certificates for career readiness in Skills for their achievements.
 - The Step Program was a grant funded program that took in young adults that are 18 and over and integrated them into

different programs in our school and they got to learn different skills in our shop. They learn relevant life skills and many get jobs here. In our shop they learned skills like silkscreening and other finishing processes.

- We have been doing the Senior showcase and this is them picking an area that they dive into all year to research and it ends with a presentation at the end of the year. They present to industry professionals, parents and the community. This year is 4-6 on 4.16.24 in the auditorium.

Topic #2: Nomination and appointment of PAC Chairperson
(member of General Advisory Committee)

Discussion:

- Reanne Mullet

Topic #3: Shop Walkthrough

- a. Discussion/input/recommendation
- b. Review of new equipment/software/tools
- c. Report on current projects from each grade level

Discussion:

- **Photo Studio:** Need to build a dedicated photo studio out of the paper room/wash room area.
 - J.W. asked if we were still going to move and expand the photo area and reinforced that he still wanted to see that from last year. Mrs. Sullivan explained the layout plan of moving the paper room and the photo studio. As long as the updates do not impact the sprinklers we should be able to do so.
- **Perf-Slit-Score Machine:**
 - K.S. On the 5 year plan and in the process of being ordered.
- **Ididese:**
 - J.W. reported that the quote we have may be too high and will work with us on other quotes/offerings
- Excited to see drawing tablets alongside the iMac's

Wishlist:

- **Hardcover Binding:**
 - P.H. Fast Bind Elite recommendation.
- **Camera Equipment:**
 - R.H. would be happy to consult on Cameras and go through our entire stock to make industry recommendations. Wants to come do a workshop with our students on photography.
- **Standing Desks:**

- R.M. said standing desks would be great for the kids.
- **Software:**
- **Project Management System:**
 - J.W recommended Page DNA.
 - R.M. uses Asona at Sitka.
 - *Tell kids to track their time.
 - General consensus from the group is that many exist and many do the same thing.

Topic #4: Industry Recognized Credentials (Important part of new District Improvement Plan)

- a. Are current offerings relevant? Do employers value them?
- b. Are there other credentials that employers value that aren't currently offered?

Discussion:

- K.S. We want to hop back into doing Adobe Certifications. Other schools model for when kids are ready and the kids can choose what program they want to be certified in.
- J.W. Fiery is one we can work towards.
- Looking for additional certifications based on color theory, Canon, etc.

Topic #5: Update 5 Year Plans

- a. Proposed new equipment/software/technology purchases (and approved by committee)

Discussion:

- **Updates:**
 - Hardcover binding
 - Project Management
 - Standing Desks/furniture updates
 - Photo Update for equipment and studio
 - New iMac's for computer labs
 - Update digital press(es)

Topic #6: Review and discuss Vocational Program Assessment

Discussion:

- K.S. Last year we got "needs improvement" in Explore numbers.
- Job Market for trade we got a "needs improvement" on.
- Trends and Direction of program we got "needs improvement"
- Advisory we got "needs improvement" on.
 - Need to improve diversity of individuals
- Curriculum we got "proficient" in.
- Budget

- Staff
- annual self assessment we got "proficient" in
- Certifications we got "needs improvement" on.
 - Adding Fiery and Adobe
- No questions or comments.

Topic #7: Review and discuss 2024 Post grad plans

Discussion:

- Many students go to school.
- K.S. The goal is to see them get into industry more and so they can compete with students that have a 4 year degree.
- K.W. Does the school push them to seek higher education?
- K.S. MT pushes them to go to school to give the students options but not all want that option.
- J.W. We are hiring and paying people as repair technicians right out of high school at the Wilmington Plant. Pays 40-50k to start. They get training there. They often go to DS Graphics but the warehouse is another option for tinkers.
- K.S. Kids lean towards design but would like options generally in the field.

Topic #8: Perkins V Survey (not to be completed until after meeting)

- a. Discussion of survey (participation is crucial to grant applications/future planning
- b. Review checklist. Clarification of language/what is DESE asking for
- c. Google Survey due by 10/21

Discussion:

- No questions or comments.

Topic #9: Program Advisory Recruitment

- a. Review DESE representation requirements

Discussion:

- Everyone filled out the recruitment form.

Topic #10: Co-op Numbers

- a. Companies hiring Co-op Students

Discussion:

- We have 3 seniors on Co-Op. One is in the building with the media department. One is at Ledgerview. One is at Minuteman.

- Age is a barrier. Businesses that are too small are a barrier. We are seeking companies that need designers.
- R.H. It is very wide open for companies that need a designer.
- E.S. Education institutions could be a good option.
- R.M. Make a LinkedIn post folks can share.
- J.W. Go to a town and see what grants are avail. for grants so they can work for micro enterprises.
- R.H. Ministries
- K.W. Do they all want design jobs?
- K.S. Many yes it can be a hard sell.
- Group: Do students want the tedious jobs?
- N.S. Yes I would do that if I can work my way up.
- R.M. Do they want social media jobs. Places like the Fay Club or event venues may really like that. A solution is to post about it to businesses to see if they would be interested.

We are going to make an educational flier of what our students can do to send to businesses to help gain co-op opportunities.

Topic #11: Review of new Framework (if applicable)

a. Discussion of public comment period

Discussion:

- K.W. The new frameworks are exciting.
- Frameworks lean into the digital side, photo, video and production

Topic #11: New Business (grants, donations, curriculum changes, new industry trend)

Discussion:

- R.W. It has evolved from the book lessons and now the skills have grown so much.
- E.S. The shop used to just be what you made of it. More people are getting into it for the right reasons.
- E.S. Did you learn more from the 4 year college?
 - K.W. Yes I did for sure.
 - R.M. The professors expected you to know about design. Some taught at a high caliber but some did not.
 - E.S. How many go to art school and how many go to other types of 4 year colleges.
 - K.S. The program is so competitive now the first year is all review. The solution is in articulation agreement and they can bypass some debt and some classes.

- Want to work on contracts and copyright with the students

Meeting Adjourned at 8:35 pm

Respectfully submitted,

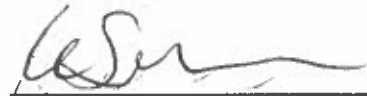
Meeting Adjourned at _____ pm

Respectfully submitted,



(your signature)
PRINTED NAME

Department Liaison's Signature:



Chairperson's Signature:

Bearne & Mullet

Vocational Program Advisory Meeting Minutes
October 16, 2024
6:45 pm

Program: Health Occupations

Secretary: Kamally Cintron

Attendance: Kamally Cintron (non-voting)
John Darling (non-voting)
Kendra Alix (non-voting)
Kiley Boivin (non-voting)
Elsa Barbosa
Kassandra Blake
Joanne Brassard
Macey Bridge
Emily Carey-Ocasio
Danielle Clowes
Nancy Flinkstrom
Kylee-ann McAllister
Emily McNamara
Kylie Nesian
Missy Nesian
Shannon Proctor
Linda Rodriguez
Paula Tassone
Jenn Vautour
Bierka Diaz

Topic #1: Welcome, Call to Order, Sign/Take Attendance

Discussion: New Members recognized and introduced

Topic #2: Nomination and appointment of PAC Chairperson (member of General Advisory Committee)

Discussion: Linda Rodriguez nominated by Danielle Clowes.
Motion second Joan Brassard.

Topic #3: Shop Walkthrough

a. Discussion/input/recommendation

b. Review of new equipment/software/tools

c. Report on current projects from each grade level

Discussion: Kamally Cintron and Kiley Boivin discussed recommendations for STEP Program to introduce activities for adult day health which would correlate with our Health Occupations program. Multiple committee members discussed the mutual benefits for the students in STEP as well as the residents. Committee discussed how our beds in room 101 are failing and we need new ones to maintain the safety of our students. Recommendations from the committee on beds used in their facilities were discussed. Kendra Alix was introduced as a new staff member to Health Occupations. Provided data of pre-explore which included: 33 first choice, 24 second choice, 10 third choice. Provided information on new software, Visible Body, which Kamally and Kiley will use with Sophomores this year. As a department, a future goal is to use this software within all the grades for enhancement of Anatomy and Physiology, specifically pertaining to hands-on skills such as phlebotomy. Shared the approval on a new dryer to be purchased and recent Anatomage table software/hardware update and installation.

Topic #4: Industry Recognized Credentials (Important part of new District Improvement Plan)
a. Are current offerings relevant? Do employers value them?
b. Are there other credentials that employers value that aren't currently offered?

Discussion: Reviewed current credentials with the advisory committee. Advisory member, Jenn Vautour, suggests creating a policy for transferring students into the shop with a cut off during the Freshmen year no later than the end of third term. Committee members discussed how Health Occupations requires a foundation of knowledge required to build skills for patient and worker safety as well as the number of hours required to obtain multiple certificates. Number of hours required to catch students up, without interfering with other students as well as the hours required going beyond the regular school day, is too numerous. The committee currently does not have any suggestions for other credentials.

Topic #5: Update 5 Year Plans
a. Proposed new equipment/software/technology purchases (and approved by committee)

Discussion: 5 year plan updated and reviewed with committee with no changes or updates at this time.

Topic #6: Review and discuss Vocational Program Assessment

Discussion: Vocational program assessment reviewed with the committee. The committee member, Kassandra Blake, suggested having an option for students to answer with both "working in the field AND attending college" as many of our students do this simultaneously post graduation. Choosing both is not currently an option. Most students

continue on to work part time in the field while they work towards furthering their education within our trade. This would move our department from Proficient to Exemplary in Section 4 Job Market for Trade.

Topic #7: Review and discuss 2024 Post grad plans

Discussion: Reviewed and discussed with the advisory committee.

Topic #8: Perkins V Survey (not to be completed until after meeting)

a. Discussion of survey (participation is crucial to grant applications/future planning)

b. Review checklist. Clarification of language/what is DESE asking for

c. Google Survey due by 10/21

Discussion: Perkins V Survey QR code discussed and distributed.

Topic #9: Program Advisory Recruitment

a. Review DESE representation requirements

Discussion: Our committee discussed recruitment of Post-secondary advisory members. Macey Bridge discussed this with her current Fitchburg State professors and has received considerable interest. Letter of intent given to her to distribute.

Topic #10: Co-op Numbers

a. Companies hiring Co-op Students

Discussion: 26 of 27 students are currently out on Co-op. Sites include: Family Medical and Maternity Care in Leominster, Leominster Hospital (CNA), Heywood Hospital (CNA), Heywood Pediatrics, Heywood Primary Care, Heywood Cardiology, Summit Family Medicine, Fitchburg Health Care (CNA), The Highlands (CNA), Gardner Family Medicine, Gardner Rehab and Tully Family Medicine.

Topic #11: Review of new Framework (if applicable)

a. Discussion of public comment period

Discussion: Frameworks review at last meeting and shared with committee.

Topic #11: New Business (grants, donations, curriculum changes, new industry trend)

Discussion:

Meeting Adjourned at ___8:12___pm

Respectfully submitted,

Department Liaison's Signature: *Kameally Cr*

Chairperson's Signature: *Frank Rod J*

Vocational Program Advisory Meeting Minutes
October 16, 2024
6:45 pm

Program: House Carpentry

Secretary: Floyd Morrison

Attendance: Committee Members Present

Sarah Culgin	Town of Ashburnham / Building Commissioner
Adam Knipe	Knipe Construction
Lee Laflamme	Elite Construction Design
Dominic Marabello	City of Marlborough Public Facilities
Andrew Pierce	Parent
Harry Pierce	Student
Carolyn Pitisci	Former Graduate

Teachers (Non-Voting)

Shane Brogan
Chris Dumas
Matthew Giusti
Floyd Morrison
Jake Olson

Topic #1: Welcome, Call to Order, Sign/Take Attendance

Mr. Morrison called the meeting to order at 7:10 pm and welcomed the advisory members and thanked them for their continued support of the HC program. Additionally, Mr. Morrison asked the advisory members to **PLEASE** check to make sure their email addresses are correct as we continue to have members who are not receiving the email invitations. Mr. Morrison then introduced the three new HC instructors. Chris Dumas, who has filled the position of the HC junior class instructor vacated by Brian Williams with his appointment to Vocational Director; along with Matt Giusti and Jake Olson the new Carpentry Instructors for the MVP Academy. All three of the new instructors then briefly introduced themselves to the advisory members in attendance.

Topic #2: Nomination and appointment of PAC Chairperson (member of General Advisory Committee)

The House Carpentry (HC) Advisory Committee has nominated **Eric Hebert** to be their Chairperson for the 2024 - 2025 school year. Whilst not in attendance, Mr. Hebert has accepted the nomination.

- Topic #3:**
- Shop Walkthrough**
 - a. Discussion/input/recommendation**
 - b. Review of new equipment/software/tools**
 - c. Report on current projects for each grade level**

Mr. Brogan shared with the advisory members the results of the Freshman Pre - Exploratory week held at the beginning of September. **24 of the new Freshman chose HC as their first choice to explore, with 18 choosing it as a second choice and 16 as a third.** Two full week exploratories have been completed, and Mr. Brogan shared that the feedback from this year's Freshman group continues to be positive towards the exploratory building project. Mr. Brogan then shared with the advisory members that his sophomores are using drawings from the **SkillsUSA TeamWorks** competition as their blueprints for the **traditional sophomore mockup** project that has been a long standing tradition in the HC shop. Mr. Brogan concluded his presentation with an overview of new equipment we have replaced or added this school year. **Items include a new SawStop table saw, planer, router tables, staging and a smart board** which he is building a protective cabinet for in the shop for when it is not being used. To wrap up Mr. Brogan was also please to report that for the first time in many years we were able to send a team of **Juniors to compete at SkillsUSA states in the TeamWorks competition**, and although the results did not go the way we had hoped, **the team performed well, learned a lot, and are eager to get a second shot at it again this year as Seniors!** Mr. Morrison added in the 2023-2024 school year had also seen the implementation of a **SkillsUSA soft skills class run by Mrs. Santry who is doing a fantastic job at covering essential information with the students ahead of the competitions giving them a good knowledge base as they compete.**

Mr. Morrison brought the advisory members up to date on the progress at the 270 Westminster Street project which will become the permanent home of the MVP Academy. At the time of this meeting the MVP Carpentry program is running out behind the HC shop under MT's new pavilion and a large tent area. Mr. Morrison commended Mr. Giusti and Mr. Olson on being adaptable to the temporary situation and doing a tremendous job of getting the MVP Carpentry program up and running. With the major focus on completing the 270 Westminster Street campus as quickly as possible, Mr. Morrison informed the advisory members that HC is not building a house with **North Central Habitat for Humanity** this school year but it is our hope that the folks at Habitat will have a lot and

foundation in for next September. Mr. Morrison shared with the advisory members that with the amount of students on COOP in the HC program, at the time of this meeting 6 seniors are out with a couple more going through the process to participate in the program, the Habitat house really is the best option for the students that choose to remain in school as it is a project that can be completed within a school year, provided Habitat can provide us with a foundation for the start of the school year. A September start is paramount in curriculum alignment for the upperclassmen.

Topic #4: Industry Recognized Credentials (Important part of new District Improvement Plan)

- a. Are current offerings relevant? Do employers value them?**
- b. Are there other credentials that employers value that aren't currently offered?**

Mr. Morrison reviewed the current **IRC's** offered to the House Carpentry students for the advisory members. He also noted to the group that we are not able to offer many others that pertain to our trade based on the fact that **most licenses require the candidate to be 18 years of age, or require full-time work experience as a prerequisite.** The advisory members find the current IRC's that we offer are aligned with current employer needs in our discipline.

Mr. Brogan shared that he has signed up the **sophomore class** to participate in a **Green Energy Certification pilot training program** that will take place at some point this school year. The HC instructors will evaluate this training and determine if additional training will be beneficial at the upperclassmen level or if it will stay in the sophomore curriculum.

Topic #5: Update 5 Year Plans

- a. Proposed new equipment/software/technology purchases (and approved by committee)**

Mr. Morrison informed the advisory members that Ms. Whitaker, MT's development coordinator has applied for a grant to cover the cost of the top item on the HC five year plan which is a **heavy equipment simulator with training curriculum.** With the addition of this simulator the HC instructors hope to offer the HC students an additional IRC focused on heavy equipment operation.

Topic #6 Review and discuss Vocational Program Assessment

Mr. Morrison shared with the advisory members the results of the 2023-2024 Vocational Program Assessment. The members were pleased with the fact that the **HC program achieved an overall rating of Proficient**. Additionally, **HC received a Proficient or Exemplary rating in all of the assessment elements**.

Topic #7: Review and discuss 2024 Post grad plans

Mr. Morrison shared with the advisory members the post graduation plans of the Class of 2024. **67 percent of the students in House Carpentry, at the time of graduation, had employment related to their trade, with 27 percent continuing their formal education and one student who enlisted in the military**. The advisory members, many who are employers and coop employers, were happy to hear how many students are continuing on in the trade. Additionally, as a whole we commend Domenic Melanson of the class of 2024 for his willingness to serve his country.

Topic #8: Perkins V Survey (not to be completed until after meeting)

- a. Discussion of survey**
- b. Review checklist. Clarification of language/what is DESE asking for**
- c. Google Survey due by 10/21**

Mr. Morrison distributed the information for the advisory members in attendance to complete the Perkins V Survey through Google. Having been completing this survey this way now for a couple of years, the members are more receptive to completing it on the interweb platform. Mr. Morrison reviewed the **Perkins V Career and Technical Education Program Checklist** and the advisory members agreed that we are meeting the criteria of Perkins V. Additionally, Mr. Morrison requested that when the advisory members did complete the survey on their own if they felt they needed additional information in order to complete the survey honestly, to please reach out and he would gather any information necessary to aid in their completion.

Topic #9: Program Advisory Recruitment

- a. Review DESE representation requirements**

With a relatively small turnout for this meeting, Mr. Morrison confirmed with the advisory members present that current membership stands at 27 professionals. The **professional diversity amongst the members** allows us to **satisfy all DESE requirements for our Program Advisory Committee**. However, Mr. Morrison let the advisory members know that

he is concerned that as many of the advisory members who have been on the board for years are beginning to retire they are beginning to “sunset” from the board. Mr. Morrison called on the members present to begin to recruit new professionals, from within their own networks, that they feel can provide positive contributions to the committee. Mr. Morrison also reiterated that in order for the board to be an asset to the HC program members need to participate in the yearly meetings. Mr. Morrison also stated the requirement of **DESE** that **if members do not show up after a certain amount of time, that they need to be dropped from the membership.** However, if a member is dropped and wishes to rejoin, they just need to re-apply.

Topic #10: Co-op Numbers
a. Companies hiring Co-op Students

Mr. Morrison shared with the advisory members that we currently have **5 of our 16 seniors participating in the CO-OP program** and that a few more students are looking at possible opportunities and that Juniors will be eligible for CO-OP in early February and that we will have many Juniors who will be ready to take part in the program.

Topic # 11: Review of new Framework (if applicable)
a. Discussion of public comment period

Mr. Morrison informed the advisory members that on March 01, 2024 **DESE released the new Carpentry Standards and Skills Framework** and as a department we are now **reviewing our current curriculum projects and activities and assuring alignment with the new document.**

Topic #12: New Business (grants, donations, curriculum changes, new industry trends)

Mr. Morrison was pleased to report to the advisory members that at the Senior Awards night for the class of 2024, that he, along with board member Domenic Marabello, was able to personally hand the **first Harry Stone Legacy Award to graduate Daniel Pfeifle. It was a bittersweet moment for Domenic who was instrumental in bringing this scholarship to fruition in honor of his lifelong friend Harry Stone, a well respected member of our board up until the time of his passing and quite frankly a friend to us all.**

Meeting Adjourned at 8:20 pm

Respectfully submitted,

Floyd E. Morrison III

Department Liaison's Signature: MEU

Chairperson's Signature: Eric J. Herbert



Vocational Program Advisory Meeting Minutes
October 16, 2024
6:00 pm

Program: HVAC and Property Maintenance

Secretary: Matt McGee /Gabe Josephs

Attendance:

Mr. Matt Barber - Merit Machine
Mr. Ryan Barry - Pioneer Valley Environmental
Mr. Matt Belk- Northern Climate
Mr. Brendan Curran- UMass Medical Refrigeration Tech.
Mr. Owen DeWitt - Process Cooling
Mrs. Jen DeWitt- Verizon
Mr. David Doucet - Process Cooling
Mrs. Karen Fuller - Student Parent
Mr. Dylan Fuller - Junior Student
Mr. Rick McAllister - F.W. Webb
Mr John Mullaney- American Refrigeration
Mr. Peter Potenza- F.W. Webb
Mr. Bill Stuessy - Retired HVAC and Property Maintenance
Mr. Kaleb Vautour - Process Cooling / Alumni / College Student
Mr. Kade Vautour - TerraTherm

Teachers (Non-Voting)

Matt McGee -HVAC and Property Maintenance Instructor
Gabriel Josephs- HVAC and Property Maintenance Instructor

Topic # 1: Welcome , Call to order

Discussion: We reviewed the membership list and had everyone check to make sure all the contact information is correct, and had everyone introduce themselves.

Topic #2: Nomination and appointment of PAC Chairperson (member of General Advisory Committee)

Discussion : Rick McAllister was voted in as PAC Chairperson for another term

Topic # 3: Shop walkthrough

Discussion / input recommendations:

a. Discussion/ input/ recommendations

- Since night school is now offering both HVAC and Building and Property Maintenance training opportunities, storage space continues to be a problem
- The advisory board recommended an additional van and new trailer for the Building and property maintenance portion of the curriculum.
- It was discussed that we should continue to look into some sort of security system for the new trailer and tools.

Review of new equipment / software/ tools

- All of the Hampden trainers are now complete, although we are still waiting on the cooling tower for the Industrial Refrigeration trainer (to be donated).
- The new HVAC Trailer is now being fully utilized on outside projects along with the donated Milwaukee tools that were donated through a partnership with F.W.Webb and Milwaukee.
- We received a quote for virtual training technology to teach advanced HVAC electrical controls concepts to students. This technology is being utilized in the field, and is highly recommended by employers

Report on current projects from each grade level

- We discussed and reviewed the Freshman, Sophomore and Advanced shop project sheets that are used in the shop with both the Junior and Senior class. We also discussed all the new projects that have been introduced into the curriculum this year.
- We showcased how we have been implementing Schoology classroom management software to organize curriculum, student work, and grades.
- We discussed the outside projects underway with the Junior and Senior classes, including the progress on 270, and the Habitat for Humanity House project.

Topic # 4: Industry Recognized Credentials (Important part of new District Improvement Plan)

- a. Are current offerings relevant? Do employers value them?
 - We are currently offering the following training opportunities and licenses:

Freshman OSHA General Industry
Sophomore OSHA Construction
Sophomore GPRO Green Professional Skills Training
Sophomore Building Performance Institute (BPI) Building Science Principles
Junior Hotworks
Junior EPA Certification
Junior Building Performance Institute (BPI) Healthy Housing Principles

Senior Indoor Air Quality
Senior 410A refrigerant certification
Senior Low GWP A2L Refrigerant (anticipated)
Career Safe, Employability Skills, Entire school license

Additional Student opportunities:

- Hours towards the MA State Refrigeration License
- Articulation agreements with colleges and Universities

It was discussed that employers found these licenses valuable for employment.

b. Are there other credentials that employers value that aren't currently offered?

- Employers also recommended seeing if the sheet metal experience students are getting in shop could count towards the MA state sheet metal license.
- We discussed certification for Indoor Air Quality, since it has become a major focus in both the HVAC and Building and Property Maintenance (Facilities Maintenance) fields since Covid.
- Pete Potenza from F.W. Webb linked us up with a contact at MassSave and we were approved to apply to be a MassSave installer for rebates.
- Employers recommended that we continue to offer R410A refrigerant licensure. This license will align with the newly proposed updated HVAC curriculum frameworks and align with industry trends.
 - We offered a pilot exam last year with Seniors to see how it could align with our Senior Related Curriculum

Topic #5: Update five-year plan

a. Proposed new equipment/ software/ technology purchases, should have advisory approval

Shop: HVAC/Prop. Maint.			Five Year Plan						
Liaison Name	Item Description	Rational/ Justification	Year Added to Document	Estimated Cost (updated Yearly)	SY24	SY25	SY26	SY27	SY28

Gabe Josephs	Equipment Rigging	Hire a summer rigging company to move equipment	2023	\$15,000	X				
Gabe Josephs	Grind - Clean Epoxy Floor	Grind Clean Epoxy Floor (Summer)	2023	40000	X				
Gabe Josephs	Outside storage	Pour concrete pad, slide in to storage trailers for storage	2023	10000	x				
Gabe Josephs	Sheet Metal Equipment	Replace Box and Pan Brakes, and equipment	2024	5000	X				
Gabe Josephs	Tool Crib Organization	New Cabinet storage	2024	10000	X				
Gabe Josephs	Add BPM Van	New BPM van for site work	2023	50000		X			
Gabe Josephs	HVAC Sim Program	Online training for Electrical controls	2023	5000		X			
Gabe Josephs	Replace BPMTrailer	New BPM trailer for site work	2023	10000		X			
Gabe Josephs	Gas Storage Cabinet	Outdoor storage of gas cylinders	2023	4000		X			
Gabe Josephs	Flammable Storage	Weather proof Storage of Flammables	2023	4000		X			
Gabe Josephs	Student benches	Replace student workbenches	2023	4000		X			
Gabe Josephs	Gas Welding Vent	Update air quality for gas welding	2023	8000			X		
Gabe Josephs	Boilers /Furnaces	Replace cycle out boilers, furnaces	2023	6000				X	
Gabe Josephs	Heat Pumps	Replace/cycle out heat pumps	2023	6000					X

Topic #6: Review and discuss the Vocational Program Assessment

Discussion: We reviewed the Vocational Program Assessment and highlighted that we are rated as proficient or exemplary on all elements.

Topic #7: Review and discuss 2024 Post-graduate plans

Discussion: It was discussed that the majority of our students that graduated from the senior class are employed in a job that is related to their shop training. We had a

handful of students that are also attending either two year, or 4 year colleges or Universities. The instructors explained that many of the students that are attending college are also working while going to school. The survey did not capture the data that many of our employers also offer tuition reimbursement. We also had one senior join the Military.

Topic #8: Perkins V Survey (not to be completed until after meeting)

- a. Discussion of survey (participation is crucial to grant applications/ future planning) : The instructors explained each question in the survey. and had members of the advisory board fill out the survey on chromebooks that we reserved from the library
- b. Review checklist. Clarification of language/ What is DESE asking for Google Survey due by 10/21

Topic #9: PAC Recruitment

- a. Review DESE representation requirements

Discussion: Our PAC represents all areas of DESE representation requirements.

Topic # 10: Coop Numbers

- a. Companies hiring Coop students

Discussion: In the senior class, there are 6 students on co-op and 3 interviewing for jobs.

Top #11: Review of new Framework (if applicable)

- a. Discussed the updated 2024 Framework has been approved, and the 2024 Building and Property Maintenance Framework has been renamed to the 2024 Facilities Maintenance Management Framework, and the public comment period on that proposed framework just ended.

Topic #12: New Business / Other

Discussion:

Committee members asked again about HVAC and Property Maintenance staffing just like they did in 2023. The HVAC and Property Maintenance advisory board discussed how the shop continues to be run with the increase in outside work. The shop continues to be run by two experienced instructors (and yet another year with a substitute teacher). It was again discussed that the program should have two full time Building and Property Maintenance instructors, and two full time HVAC instructors to support a shop with so much to offer. With a fourth instructor, one BPM instructor could be working on

Building and Property Maintenance projects, and an HVAC instructor could be working on outside HVAC projects. The advisory board passionately discussed the importance of having two instructors in the shop, knowledgeable in all aspects of the two trades, at all times. This is necessary because of safety concerns, as well as to enhance student learning.

The Hampden Engineering Industrial Refrigeration trainer is still missing the donated cooling tower to be fully operational for student projects.

Representatives from Hampden Engineering met with Monty Tech HVAC and Property Maintenance instructor Matt McGee in the shop over the summer on July 17, 2024 to install missing parts for the trainers including the sequencing valve and additional components for the Hydraulic /pneumatic trainer.

We shared copies of the new HVAC and Facilities Maintenance Management MA State Curriculum frameworks.

Meeting Adjourned at ____8__pm

Respectfully submitted,

(your signature)
PRINTED NAME

Gabriel Josephs

Department Liaison's Signature:

[Signature]

Chairperson's Signature:

[Signature]

Vocational Program Advisory Meeting Minutes
October 16, 2024
6:45 pm

Program: Information Technology

Secretary: Richard Duncan

Attendance: Catelyne Farrell – Work World
Mike Foley – VMware, Inc.
Benjamin Chapman – UMass Memorial
Dave Faucher – Aubuchon Company

Teachers (Non-Voting)
Richard Duncan
Tynan Hollyer

Topic #1: Welcome, Call to Order, Sign/Take Attendance

Discussion: Attendance was taken.

Topic #2: Nomination and appointment of PAC Chairperson (member of General Advisory Committee)

Discussion: Catelyne Farrell agreed to remain PAC Chairperson.

Topic #3: Shop Walkthrough
a. Discussion/input/recommendation
b. Review of new equipment/software/tools
c. Report on current projects from each grade level

Discussion: We discussed the new networking equipment that was purchased for the Cisco Networking Academy curriculum. The new switches and routers will enable us to keep current with technology.

Topic #4: Industry Recognized Credentials (Important part of new District Improvement Plan)

- a. Are current offerings relevant? Do employers value them?**
- b. Are there other credentials that employers value that aren't currently offered?**

Discussion: We reviewed all of the Industry Recognized Credentials listed in the recently approved 2024 DESE Frameworks. Members proposed a Project Management Framework known as SCRUM. It is used a lot in the software development field but can be applied in other fields. The instructors will do further research on this framework with member guidance along with looking for professional development opportunities.

Topic #5: Update 5 Year Plans

- a. Proposed new equipment/software/technology purchases (and approved by committee)**

Discussion: The 5 Year Plan was updated to include hardware and software purchases out to 2028. As part of the plan, this year we will be replacing the computers, monitors, and desks in Mr. Hollyer's classroom. We will consult with the Technology Office on potential equipment. Recent industry trends favor laptops with docking stations.

Topic #6: Review and discuss Vocational Program Assessment

Discussion: We reviewed the Vocational Program Assessment and pointed out the elements that do not apply to or negatively impact our rating. In Health and Safety, since there is no Advanced Health or Safety credential to be obtained, we can never get an Exemplary rating. In Job Market for Trade, we do not get credit for students that go to college. Since this is typical for students in the IT trade, we cannot get an Exemplary rating if most of our students go on to college instead of entering the work force. In Advisory Committee, the categories of Organized Labor and Registered Apprenticeship Program do not apply to our trade. Other elements, such as Trends and Recruitment/Exploratory, received low ratings since we did not recruit a freshman class in the 2022/2023 school year. Now that we have a new Freshmen instructor, Mr. Hollyer, recruitment in the 2023/2024 school year improved dramatically.

Topic #7: Review and discuss 2024 Post grad plans

Discussion: The 2024 Post Grad plan survey showed that 50% of the IT graduates went on to 2- and 4-year colleges. This is not surprising, since additional education is usually necessary to advance in the IT industry.

- Topic #8:** Perkins V Survey (not to be completed until after meeting)
a. Discussion of survey (participation is crucial to grant applications/future planning)
b. Review checklist. Clarification of language/what is DESE asking for
c. Google Survey due by 10/21

Discussion: Members were given the QR code to the survey.

- Topic #9:** Program Advisory Recruitment
a. Review DESE representation requirements

Discussion: The DESE requirements were reviewed and members were asked to check off the appropriate categories. We discussed how two of the categories, Organized Labor and Registered Apprenticeship Program, do not apply to the IT trade.

- Topic #10:** Co-op Numbers
a. Companies hiring Co-op Students

Discussion: Members were updated on our co-op placements. We have 3 seniors out on co-op with another two pending. Our new member from Aubuchon Hardware is also in the process of establishing a co-op position.

- Topic #11:** Review of new Framework (if applicable)
a. Discussion of public comment period

Discussion: The newly approved 2024 Frameworks in Information Support Services and Networking and Web Design and Programming were reviewed. We discussed the new IRC's and the new format of the competencies.

- Topic #11:** New Business (grants, donations, curriculum changes, new industry trend)

Discussion: The IT shop received a donation of 4 HP servers from LUK, Inc. The instructors are implementing new curriculum for Exploratory in an effort to increase enrollment.

Meeting Adjourned at 8:30 pm

Respectfully submitted,

Richard Duncan

(your signature)

PRINTED NAME: Richard Duncan

Department Liaison's Signature:

Richard Duncan

Chairperson's Signature:

Catelyne Farrell

Masonry Advisory Minutes

Oct. 16, 2024

Secretary Richard Demers

Attending Members;

Chris Boucher

Boucher Property Services

Troy Brassard

Troy's Excavation

Dave Brooks

Contemporary Designs

Tim Crory

Concrete Solutions

Jennifer Kugel

Parent

Wyatte Kugel-MacKay

Student

Steve LaFrenier

Concrete Solutions

James Landry

Kiwi Chimney

Alex McIntosh

Legrande Masonry

Ryan Wilgus

Student

Angel Wilgus

Parent

Abigail Wood

Shawsheen Tech.

Matt Proctor

M. Proctor Masonry

Non- Voting

Ben Robinson

Jake Proctor

Richard Demers

Topic #1

Order was called at 6:45 PM and attendance was taken.

Topic#2

Tim Crory was nominated and elected Chairperson. He could not be part of the General Advisory due to business obligations

Topic #3

Shop Walk Through. Members were brought into the shop to see the projects being done by different grade levels. Outside jobs were explained and future jobs discussed.

Topic #4

Industry Credentials. All Freshman earn a Career Safe Card. Sophomores earn a 10 Hr. OSHA Card. Juniors earn a Hot Works Permit. All members thought all the credentials a student could receive would be beneficial.

Topic #5

Five Year Plan was presented, new additions added were a new van, due to the age and condition of the existing one, also a trailer was added for materials. This could be hauled by a van so that more students could be taken to outside jobs.

Topic #6

Vocational Program Assessment was presented and discussed. All categories were proficient or exemplary except Trends/ Direction of Program which went under

needs improvement because in one of the past three years several freshman picks were 3rd or 4th on the list.

Topic #7

Post Grad. Results were discussed. Members wished that more students would enter the trade. It was explained that some students that were going to college would enter Construction Management Programs.

Topic #8

Perkins Survey was explained and members were told the importance of completing the survey so that more money would be available for Vocational Education.

Topic #9

Advisory Recruitment. The DESE requirements were discussed and members agreed that most categories were filled. It was brought up that there isn't a person with a disability but all agreed that they would be uncomfortable asking someone if they had any type of disability saying we don't have the right to ask.

Topic # 10

Co-op numbers were presented. There are 6 seniors out on Co-op.

Companies include M. Proctor Masonry, Landscape Artisan, Stillman Landscaping, Sterling Masonry, Chimney Specialist, and Signature Remodeling.

Topic #11

Frameworks discussion included the addition of Hoisting and Rigging as well as Asbestos Hazard Awareness. Everyone was given access to the frameworks.

Topic #12

There was no new business to discuss because all members felt everything had been covered in the meeting

Meeting Adjourned at 7:30 PM.

Advisory Chairperson

A handwritten signature in black ink, appearing to read "L. M. Gray", written in a cursive style.

Shop Liaison

A handwritten signature in black ink, appearing to read "Ruth Lee", written in a cursive style.

Vocational Program Advisory Meeting Minutes
October 16, 2024
6:45 pm

Program: Plumbing

Secretary: Jeffrey Briggs

Attendance: Mr. Moises Cintron - Big Moes Plumbing and Heating, Fitchburg
Mrs. Sonia Cintron - Big Moes Plumbing and Heating, Fitchburg
Mrs. Donna White - O.G. Croteau Plumbing and Heating, Fitchburg
Mr. Thomas Sahlberg - Sahlburg Plumbing and Water Treatment, Ashby
Mr. Todd Constatine Jr. - Student (**New member**)
Mr. Todd Constatine Sr. - Parent (**New member**)
Mr. Abraham White - TDW Plumbing and Heating, Athol (**New member**)
Mr. Felix Martinez - O.G. Croteau P & H, Fitchburg (**New member**)

Teachers (Non-Voting)

Mr. Kevin Martin, Instructor
Mr. Christopher Morrisette, Instructor
Mrs. Mellisa Blanchard, Instructor
Mr. Jeffrey Briggs, Instructor

Topic #1: Welcome, Call to Order, Sign/Take Attendance

Discussion:

- The meeting was called to order and the Monty Tech Plumbing Instructors welcomed all attendees to the advisory session.
- A sign-in sheet was passed around to all attendees and those in attendance were asked to verify contact information and to change it if necessary.
- Mr. Kevin Martin explains the need and importance of our Advisory Board to the Plumbing program and gives thanks to all members in attendance for taking the time to be a part of our advisory committee and for meeting with us.
- The Plumbing Instructors recognize the new members of the committee.

Topic #2: Nomination and appointment of PAC Chairperson (member of General Advisory Committee)

Discussion:

- An explanation was given to the need and the obligation requirements of the Chairperson and we opened up the discussion of the Chairperson election to the floor. Mr. Moises Cintron was nominated by Mrs. Sonia Cintron and Mr. Abraham White volunteered as Chairperson.
- A motion was made to the committee for a vote and Mr. Abraham White was elected to the position.

Topic #3: Shop Walkthrough

- a. Discussion/ input/ recommendations**
- b. Review of new equipment/ software/ tools**
- c. Report on current projects from each grade level**

Discussion:

- The committee members were given a walkthrough of the plumbing shop. The Plumbing Instructors discussed with the committee the instruction and student work pertaining to the student's grade level.
- The committee was pleased with the level and quality of instruction provided to the students.
- The committee expressed concern about the size of the space the plumbing shop has for instruction, saying that it was too small.
- The committee expressed concern about the lack of a dedicated classroom for related instruction.

Topic #4: Industry Recognized Credentials (Important part of new District Improvement Plan)

- a. Are current offerings relevant? Do employers value them?**
- b. Are there other credentials that employers value that aren't currently offered?**

Discussion:

- We shared with the committee what our program currently offers for credentials:
 - Tier 1 Plumbing Certification
 - Tier 2 Plumbing Certification
 - Hot Work Certification
 - Mega Press Certification
 - OSHA Construction 10 Training
 - OSHA General Industry Training
- Mr. Thomas Sahlberg asked about other training such as asbestos. It was explained that asbestos is not as prevalent in today's industry. We did explain that, however, silica dust (Silicosis) is the new threat in construction jobs. As such, silica training is part of the curriculum for the OSHA Construction 10 certification.
- The committee asked if we offered Tier 3 Plumbing to the students. We explained to the committee that although the Plumbing Board allows up to a Tier 3 for CVTE students, we do not have a sufficient amount of time in the program to instruct students in the Tier 3 level.

Topic #5: Update 5 Year Plans
a. Proposed new equipment/software/technology purchases (and approved by the committee)

Discussion:

- The Plumbing Instructors reviewed the 5-year plan with the committee.
- We asked the committee for items that they thought should be on the 5-year plan.
- Mr. Abraham White proposed adding handheld cone reamers in lieu of using the ratchet-style reamers. This was discussed with the committee and given the expressed longevity of the tool and the potential cost savings, the committee voted to replace the ratchet-style reamers with the handheld cone reamers.
- Mrs. Sonia Cintron asked about the virtual program that the program was testing and asked if it was going to be part of the curriculum. We responded that the amount of value the software added to our curriculum was not enough to outweigh the exponential cost of the software.

Topic #6: Review and discuss Vocational Program Assessment

Discussion:

- The Vocational Program Assessment was shared and discussed with the committee, noting the areas of exemplary and proficient scores.
- It was mentioned that last year we took 20 into the program.
- We discussed with the committee that in regards to being up to date with textbooks, we will be getting new code books due to the recent update to the plumbing code.
- It was mentioned to the committee that new gas code books would be next when NFPA is updated.
- We discussed with the committee one of our needs for improvements on advisory recruiting new members as per ch74 regulations. We informed the committee of our new parent /student members, which we did not have last year.

Topic #7: Review and discuss 2024 Post grad plans

Discussion:

- We discussed the post-grad statistics of last year's class of 2024. We shared with the committee that out of 17 students: 1 student in a 4yr college, 12 students went into the trade, 1 student went into the military, 1 student currently seeking employment in the trade, and 2 students are undecided (other)
- We shared with the committee that we will do a 1-year follow-up with the former students.

Topic #8: Perkins V Survey (not to be completed until after the meeting)

- a. Discussion of survey (participation is crucial to grant applications/future planning)
- b. Review checklist. Clarification of language/what is DESE asking for
- c. Google Survey due by 10/21

Discussion:

- We discussed the Perkins V Act and its Core Indicators such as work-based learning and job placement after graduation. We discussed that the Perkins requirements are necessary to be eligible to receive Perkins Grant funds for the school and the plumbing program.
- We discussed with the committee that part of the Perkins V requirements is for the Advisory Committee members to fill out a survey about the plumbing program.

Topic #9: Program Advisory Recruitment

a. Review DESE representation requirements

Discussion:

- We discussed with the committee how important it is to the program to have an advisory board of industry-recognized members and that it is also necessary in order to be in compliance with Perkins.
- We discussed with the committee that through their efforts, we welcomed two new members to the committee.
- We discussed with the committee about remaining vigilant in recruiting new members and having potential members contact Mr. Kevin Martin for more information on membership.

Topic #10: Co-op Numbers

a. Companies hiring Co-op Students

Discussion:

- We discussed with the committee that we currently have 7 seniors on co-op.
- We discussed with the committee our process for placing students in co-op and that available positions go to qualified students first.
- We discussed with the committee that we also prioritize a focus on placing the right student with the right employer.

Topic #11: Review of new Framework (if applicable)
a. Discussion of the public comment period

Discussion:

- We discussed with the committee that the new frameworks were in place and shared the new website for the 2024 frameworks.
- We discussed with the committee that the frameworks govern the curriculum and that we crosswalk the plumbing tiers to line up with the frameworks.

Topic #12: New Business (grants, donations, curriculum changes, new industry trend)

Discussion:

- Todd Constatine Jr. (student member) mentioned updating and replacing old tools and updating the conditions of the work booths. Todd also noted that they were unwelcoming, run-down, and at times felt as though they were unsafe.

Meeting Adjourned at 8:00 pm

Respectfully submitted,



Jeffrey Briggs,
Secretary

Department Liaison's Signature:



Chairperson's Signature: _____

Vocational Program Advisory Meeting Minutes
October 16, 2024
6:45 pm

Program: Veterinary Science

Secretary: Dr. Lauren Shell

Attendance: Ms. Victoria Silva-Olivera
Ms. Gianna Carbone
Ms. Kristina Carbone
Dr. Lillian Rogers
Ms. Fran Symonds
Ms. Terry Sadler
Ms. Linda Shea

Teachers (Non-Voting)
Dr. Liz West
Dr. Lauren Shell
Dr. Jen Harackiewicz
Ms. Katie Heikkila
Ms. Alexandra McNamara LVT
Ms. Kim Clark CVT
Ms. Angela Leak LVT

Topic #1: Welcome, Call to Order, Sign/Take Attendance

Discussion: Dr West welcomed everyone to the VS building, called the meeting to order and requested everyone to please sign in on the attendance sheet, updating their information as necessary. Dr West welcomed Angela Leak, as the new veterinary technician to the committee. The members of the committee introduced themselves to the group.

Topic #2: Nomination and appointment of PAC Chairperson (member of General Advisory Committee)

Discussion: Dr West called for volunteers to be nominated for the PAC Chairperson role. She explained the role of the Chairperson is to act as a voice for the committee on the General Advisory Committee to the School Committee, speaking for the program should the need arise. After a self-nomination period, a vote was taken, and ___Kristina Carbone___ was elected Chairperson.

Topic #3: Shop Walkthrough

- a. Discussion/input/recommendation**
- b. Review of new equipment/software/tools**
- c. Report on current projects from each grade level**

Discussion: Drs Harackiewicz, West & Shell discussed the clinic and classroom spaces. Members were encouraged to ask about services provided. Drs West and Shell discussed the change in teacher of record for the sophomore and senior classes, and the shift in curriculum to allow for more targeted preparation for the CVA exam (such as the movement of livestock curriculum to the junior year).

Dr. Harackiewicz and Alexandra McNamara discussed the move to Pulse EMR and the increased ease for our students to use and the increased client interaction possible through email and text.

Also discussed were affiliations started at Central Animal Hospital by Dr West and possible affiliation through Lunenburg Veterinary Hospital.

Topic #4: Industry Recognized Credentials (Important part of new District Improvement Plan)

- a. Are current offerings relevant? Do employers value them?**
- b. Are there other credentials that employers value that aren't currently offered?**

Discussion: Dr West discussed the current IRCs attained by students - the CVA, Fear Free, Recovery CPR and the NAVC Human-Animal Bond certifications. Dr. West suggested students could achieve the AAFP Cat Friendly Advocate credential. Members agreed that these are relevant and valued credentials, particularly the Recover and Fear Free. Dr. West also mentioned that students are taking Rescue's Infection Prevention Leader certification as an additional credential. Committee members also discussed the possibility of a first aid credential, Katie Heikkila said that for people set to go into the grooming profession or canine daycare and training professions, first aid training would be more useful in her experience.

Topic #5: Update 5 Year Plans

- a. Proposed new equipment/software/technology purchases (and approved by committee)**

Discussion: Dr West provided the current 5 year plan, noting that a number of last year's suggestions were added to the budget. Requests for additional proposals was made.

Topic #6: Review and discuss Vocational Program Assessment

Discussion: Dr. West reviewed the VPA for Veterinary Science and explained the rating system, noting which categories have potential for improvement and what needs to be done to achieve Exemplary in every category.

Topic #7: Review and discuss 2024 Post grad plans

Discussion: Dr West reviewed the post grad plans of our 20 graduates, and updated the committee on the increase in proportion of students staying in the animal science field.

91% of our students went onto college or university, (½ to public 4 yr schools, 6 to public 2 yr schools and 4 to private colleges). One student went on to work in the animal industry, and one went into the military.

Linda Shea brought up different scholarships for veterinary technicians and farriers who plan to head straight into the industry after training or community college, specifically one called the "Work Ethic Scholarship Program" through the Mike Rowe Works Foundation.

- Topic #8: Perkins V Survey (not to be completed until after meeting)**
a. Discussion of survey (participation is crucial to grant applications/future planning)
b. Review checklist. Clarification of language/what is DESE asking for
c. Google Survey due by 10/21

Discussion: Dr West opened the discussion of the Perkins V survey with a request for all members to complete it as the participation is tied directly to the funding for the programs. The checklist and language was explained. The hard copies of the survey will be available after the meeting, or preferably it can be completed online. Members were reminded that the online survey must be completed by Oct 21st.

- Topic #9: Program Advisory Recruitment**
a. Review DESE representation requirements

Discussion: Dr West reviewed the requirements for PAC members, and mentioned the areas of need (linguistic minorities, co-op providers). Dr West continues to approach local veterinary clinics, laboratories and animal based businesses to encourage membership. Given that a large amount of laboratory animal and large animal material has been included by DESE, these businesses are welcome to provide input, either as co-op opportunities or members of the PAC.

- Topic #10: Co-op Numbers**
a. Companies hiring Co-op Students

Discussion: Dr West outlined the co-op locations, 5 total with current seniors. There are another 5 actively in the process of interviewing at locations. Members were invited to encourage their connections to consider co-op.

- Topic #11: Review of new Framework (if applicable)**
a. Discussion of public comment period

Discussion: Dr. West discussed that the Veterinary Science framework was completed in February 2024 and is available for all to view online.

- Topic #11: New Business (grants, donations, curriculum changes, new industry trend)**

Discussion: Dr West opened the floor for discussion on any new business.

Meeting Adjourned at _8:10___pm

Respectfully submitted,

(your signature)
PRINTED NAME

Department Liaison's Signature: 

Chairperson's Signature: 

Vocational Program Advisory Meeting Minutes
October 16, 2024
6:45 pm

Program: Welding and Metal Fabrication

Secretary: Heather Gray

Attendance: Daniel Carter: Tim's Fabricators
Mark Davis: Tim's Fabricators
David Dowland: Local 4 Pipefitters & Worcester Tech.
Richard Gates: Curtis Industries
Devin Gulliver: Local 37 Iron Workers
William Hanley: Steel Fab Inc.
Noah Johnson: Student and Tim's Fabricators (Co-op)
Richard Nelson: Randolph & Baldwin
Nathan Williams: N. F. Williams Welding & Worcester Tech.

Teachers (Non-Voting)
Timothy Wright
Seth Michaud
Heather Gray

Topic #1: Welcome, Call to Order, Sign/Take Attendance

Discussion: Committee was welcomed and thanked for their time and participation to our Advisory Committee. Heather introduced two new members to our committee: William Hanley a 2019 alumni representing Steel Fab. Inc, and Richard Nelson a 2002 alumni representing Randolph & Baldwin.

Topic #2: Nomination and appointment of PAC Chairperson (member of General Advisory Committee)

Discussion: Committee members were invited to volunteer or nominate a chairperson. Devin Gulliver has been appointed as Committee Chair for the third time.

Topic #3: Shop Walkthrough

- a. Discussion/input/recommendation**
- b. Review of new equipment/software/tools**
- c. Report on current projects from each grade level**

Discussion: Committee members toured the shop and viewed the new equipment acquired for the 2024-2025 school year. They also saw the progress on the railings for the MVP building at 270 Westminster St. The new equipment featured a 4-foot box and pan

brake, a Miller Trailblazer generator welder, and a Weld Watch camera. The committee members were impressed by both the new tools and the work the students have produced.

Topic #4: Industry Recognized Credentials (Important part of new District Improvement Plan)

a. Are current offerings relevant? Do employers value them?

b. Are there other credentials that employers value that aren't currently offered?

Discussion: The committee was informed of the current IRCs offered in the Welding and Metal Fabrication program. These IRC's include OSHA 10 Construction, NFPA Hotwork Certification, AWS D1.1 SMAW E7018 3G, and AWS D1.1 FCAW E71T-C 1G. The committee agrees as a group that Hotwork certification and OSHA 10 Construction are the most valuable IRC, while the AWS welding certifications are minimally valued or not at all. Welding certifications are very specific to each company, welding process and material being welded. Additionally AWS certifications expire in 6 months. It was suggested that Military Welding Standards D17 1.1 welding certifications have a longer expiration date of 3 years. Unfortunately, Military Welding Standards are not recognized by our VTE Frameworks. The committee did not feel that there are any other IRCs that would be valuable to the student's employment.

Topic #5: Update 5 Year Plans

a. Proposed new equipment/software/technology purchases (and approved by committee)

Discussion: The committee was given a copy of our current five year plan to review and asked if they had any recommendations. It was suggested that we look into a suitcase welder for the new Trailblazer welder recently purchased. Heather had also posed the question to Rick Gates from Curtis Industries, if a robotic welder would be beneficial to our program. It was suggested that it would be more of a novelty than a benefit as the robotic welder at Curtis Industries does not operate consistently.

Additionally, the committee was informed about a possible curriculum and shop format change in the Welding and Metal Fab. Oxygen- acetylene area. The teachers would like to add thin gauge Mig welding to the freshman explore and the general freshman curriculum. The teachers feel that we need to incorporate more electric welding in the freshman and sophomore curriculum. The committee agreed that they would like to see this as well. They also questioned whether we could eliminate Oxy-Acetylene welding all together, since it is an obsolete form of welding. It was regarded that is in our frameworks so we will still have to teach this type of welding. In conclusion, the committee was in agreement of our proposed idea of the shop and curriculum changes.

Topic #6: Review and discuss Vocational Program Assessment

Discussion: The committee was shown the Welding and Metal Fabrication program assessment. They were pleased to see that we are in the Proficient or Exemplary in all VPA Elements.

Topic #7: Review and discuss 2024 Post grad plans

Discussion: The committee received a copy of the Post Graduate Plans for the Class of 2024. The committee was pleased to see that 9 out of 15 welding students are employed in the welding/ metal fabrication trade. 5 students went to a 4 year college and 1 student went into military.

Topic #8: Perkins V Survey (not to be completed until after meeting)

- a. Discussion of survey (participation is crucial to grant applications/future planning)**
- b. Review checklist. Clarification of language/what is DESE asking for**
- c. Google Survey due by 10/21**

Discussion: Members were given a copy of the Perkins V Survey to take home and complete at their leisure. It was reminded to the committee the importance of completing the survey for the school and our program.

Topic #9: Program Advisory Recruitment

- a. Review DESE representation requirements**

Discussion: It was discussed that the committee is always looking for new recruits to join our Advisory Committee but more specifically looking for non-traditional, racial/ linguistic minority, or a person with disabilities.

Topic #10: Co-op Numbers

- a. Companies hiring Co-op Students**

Discussion: The committee was impressed with the amount of students placed on Co-op. At this time there are 10 out of 17 students employed and 2 students waiting on paperwork approval. It was expressed that this is the greatest number of students to date out on Co-op.

Topic #11: Review of new Framework (if applicable)

a. Discussion of public comment period

Discussion: The committee was informed about how to find the new Welding and Metal Fabrication Frameworks on the Monty Tech website. It was clarified that this is not the 2020 revision but the NOCTI version. Concerns were raised regarding the IRCs listed in the NOCTI version, as it appeared some information was copied from the AWS website, leading to confusion. Many certifications mentioned do not apply to entry-level employees but are relevant to specific administrative roles within certain companies. Additionally, IRCs like the 3G and 4G AWS Certifications are included in the Power strands, which adds to the confusion. The committee expressed disagreement with the AWS certification requirements, stating that they do not apply to all companies and that the process of completing these certifications can be challenging. Some members voiced concerns that students might spend valuable time preparing for tests instead of focusing on other lessons or skills.

Topic #11: New Business (grants, donations, curriculum changes, new industry trend)

Discussion: New business that was discussed with the committee was an update on the 270 Westminster Building for the MVP program. Tim Wright has been diligently working with the grade 11 and 12 students on creating guardrails and handrails for the building. This has been a great learning experience for our students but it also has set the common curriculum behind schedule. During the tour of the Welding and Metal Fabrication shop, the committee members had the opportunity to see some of the completed railings.

Meeting Adjourned at _8:00_pm

Respectfully submitted,

Heather Gray

Department Liaison's Signature:

A large, stylized handwritten signature in black ink, written over a horizontal line. The signature is cursive and appears to be 'H. Gray'.

Chairperson's Signature:

A smaller, stylized handwritten signature in black ink, written over a horizontal line. The signature is cursive and appears to be 'J. S.'.