

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

<b>PROGRAM AREA:</b> Carpentry
<b>MEETING DATE:</b> 4/25/2024 <b>START:</b> 7:30 <b>ADJOURN:</b> 9:00
<b>COMMITTEE CHAIRPERSON:</b> Morgan Armstrong
<b>COMMITTEE MEMBERS/GUESTS ATTENDING:</b>  Morgan Armstrong – Signature Company Clay McClure – Waynesboro Construction Bill Ramsey – Brechbill and Helman Construcion Kathy Gress – Associated Builders and Contractors
<b>BRIEF MEETING SUMMARY</b>  We discussed Aerial Lift training, Commercial drawings and specifications, Hearing protection, and Equipment purchases. Mr. Ramsey supplied us with aerial training curriculum and will acquire some commercial drawings for us.  Equipment is liste on the 5 year equipment plan
<b>ADMINISTRATIVE RESPONSE:</b> <ul style="list-style-type: none"><li>• Administration is grateful for the continued support and involvement of these committee members.</li><li>• Thank you for providing the curriculum for the aerial training.</li><li>• All equipment recommendations can be added to the five year list with specific information and pricing to be considered for purchase through Perkins or other equipment grant funding.</li></ul>

Morgan Armstrong

**SECTION 1: APPROVAL OF MINUTES OF LAST MEETING**

PLEASE CHECK ONE OF THE ITEMS LISTED BELOW:

- The minutes of the last meeting are approved as presented.
- The minutes of the last meeting are approved with the following changes.

•

**SECTION 2: REVIEW OF RECOMMENDATIONS FROM LAST MEETING**

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**SECTION 3: UPDATE OF PROGRAM**

**A. ENROLLMENT:**

Enrollment Numbers – Semester 1(Fall) 23 students – Full capacity

Enrollment Numbers – Semester 2 (Spring) 23 students – Full capacity

**COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:**

1.

**B. Cooperative Education**

**Student Statistics**

	<b>Number of Students</b>
Eligible Students	<b>10</b>
Students Placed on Co-op	<b>7</b>
Students Declining Co-op Opportunities	<b>3</b>

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

- Brechbill and Helman – 3
- GRC General Contractor – 2
- Interstate Garage Door – 1
- Ryan Homes - 1

**COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:**

1.

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

**Number of Students**

Previous Year Graduating Seniors

Previous Year Completers

8

**Placement Data**

Employed Related to Career Field

1

Employed Unrelated to Career Field

1

Military Service

0

Enrolled Postsecondary Education

5

Available for Employment but Unemployed

1

**COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:**

1. We discussed how that information is gathered and how we track students years after graduation and the difficulty in getting responses.

**SECTION 4: SAFETY**

**SAFETY:**

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

Satisfactory  Unsatisfactory

**COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:**

1. Bill Ramsey is the Safety Director for Brechbill and Helman and offered to come in during large projects

**SECTION 5: CURRICULUM**

**A. POS TASK LIST:**

The Pennsylvania Department of Education Program of Study Task List has not been updated this year and requires no additional review.

The Pennsylvania Department of Education Program of Study Task List has been updated this year. A copy of the document was provided to committee members for review.

**COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:**

1. Bill asked to have students exposed to more commercial drawings and specs. He will see if they have any sets to donate.

**B. CURRICULUM REPORTING FORM:**

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

**COMMITTEE SUGGESTIONS/RECOMMENDATIONS FOR UNSATISFACTORY ITEMS:**

1.

**C. TEXTBOOKS/CURRICULUM REVIEW:**

- The textbook/curriculum currently in use has been determined to be adequate by the committee and requires no additional review.
- The textbook/curriculum currently in use was determined to require updating.

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

- We will need to purchase the newest edition of NCCER Core in the fall. The current one that we have will no longer be supported at the end of this school year.

**COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:**

1.

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

- ABC Core, Ladder Safety, OSHA 10 hour, CPR

**Number of Students Receiving Certification:**

- Ladder Safety – 16
- OSHA 10 – 26
- ABC Core – 12
- CPR - 46

**COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:**

1. Bill suggested Aerial lift training. He delivered the curriculum that is used for that.

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

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

- Skills USA – Mr. Swan is chairperson for the Teamworks competition at the state level. Four students help to set up and run it.

**COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:**

- 1.

**F. COLLEGE IN THE HIGH SCHOOL/ARTICULATION AGREEMENTS:**

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

- Penn College – College in the High School
- 4 students enrolled and completed Penn College coursework this year

**COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:**

- 1.

**SECTION 6: ADULT EDUCATION**

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

This program has adult education offerings as listed below:

- Completed a special course partnered with the United Way. Currently going to offer that again for 1 week this summer.
- Also partnering with Shippensburg University for a 1 week exploratory training this summer.

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

1. Bill recommended the purchase of a total station unit. That has become the primary layout tool that the larger companies are using and most of them are using it in house.

## **SECTION 7: GENERAL DISCUSSION**

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

- **Hearing Protection**
- **Werner “lean safe” ladders**

### **COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:**

1. Morgan suggested we incorporate decibel reading and understanding for the students to make better judgements as to when they need to have hearing protection. Mr. Swan will incorporate decibel readings using the ipad app into the safety curriculum .