

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

PROGRAM AREA:

CFM

MEETING DATE:

4-25-24

START:

7:17

ADJOURN:

8:04

COMMITTEE CHAIRPERSON:

COMMITTEE MEMBERS/GUESTS ATTENDING:

Dan Gorman, Kelly Miller, Transtan Stoner, Candy Breon  
Jerika Coldell, Sharon Bair

BRIEF MEETING SUMMARY

We went over all necessary info. Changed program name to machine tech. decided on a machine to try and purchase

ADMINISTRATIVE RESPONSE:

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X Candy Breon  
Secretary/Chairperson's Signature

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

PLEASE CHECK ONE OF THE ITEMS LISTED BELOW:

The minutes of the last meeting are approved as presented.

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

- Dan approved minutes from last Garman meeting

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

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**SECTION 3: UPDATE OF PROGRAM**

Castle - Looking for programming  
 Dan - Looking for being able to run machine  
 At least 2 year manual before CNC.

Tyler explained  
 NIMS Cert A. & Census  
 Was it is not needed for employment

**ENROLLMENT:**

Enrollment Numbers - Semester 1 (Fall)

10 Students

Enrollment Numbers - Semester 2 (Spring)

15 Students

**COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:** Change program name

- Take Computer out of name

1. Precision manufacturing | machining | machine shop  
 machine Technology | machine tool Tech.

**B. Cooperative Education**

Reach out to local companies to get prints to make parts & make amt & send to company

**Student Statistics**

Technical machining  
 # Machining Tech #

Number of Students

**Eligible Students**

next year inspection room & rotate kids to learn inspection - good idea

Students Placed on Co-op

3

Students Declining Co-op Opportunities

0

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

- Burnside Volvo Ship

**COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:**

1.

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

Number of Students

Previous Year Graduating Seniors 8

Previous Year Completers 7

Placement Data

Employed Related to Career Field 6

Employed Unrelated to Career Field 2 - college

Military Service

Enrolled Postsecondary Education

Available for Employment but Unemployed

**COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:**

1.

**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:**

no steel toes per Tyler  
1. highly encouraged to wear steel toes - safety is good idea to get used to them for future

**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.

**B. CURRICULUM REPORTING FORM:**

Satisfactory      Unsatisfactory

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

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

1.

**C. TEXTBOOKS/CURRICULUM REVIEW:**

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

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

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**COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:**

1.

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

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**Number of Students Receiving Certification:**

•  
**COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:**

1.

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

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

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**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 Tech  
Thadeaus Stevens

**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:

- CNC / manual  
adult program

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

1.

**SECTION 7: GENERAL DISCUSSION**

Grants only can be used with new machine

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

Jimmy god person to  
maintain the  
machines.

•  
**COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:**

1.

