

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

**PROGRAM AREA:** Culinary Arts

**MEETING DATE:** 4/25/2024      **START:** 7:25 P.M.      **ADJOURN:** 8:25 P.M.

**COMMITTEE CHAIRPERSON:** Aaron Barrick

**COMMITTEE MEMBERS/GUESTS ATTENDING:**

Ronald Berger, Roger Tappen, Mike Mahr, Paul Cline, Larry Rubeck, Monica Kelso, Mike Tosten, Aaron Barrick

**BRIEF MEETING SUMMARY**

Greetings from members with sign-in, compliments on meal were shared, review and approve of minutes from last meeting, discussions on current position with program of study and moving curriculum online, perkins discussion revolved around the new proofer unit and coffee equipment upgrades, set dates and volunteers for future mock interviews and NOCTI evaluators, and finished with a showcase of the new signing days and graduation venue.

**ADMINISTRATIVE RESPONSE:**

- Administration is grateful for the continued support of the Culinary program. Thank you to all who helped with the OAC dinner. Also thank you for your continued involvement in the school events such as mock interviews and NOCTI. The suggestion from Mr. Cline about offering/providing baked goods to the local restaurants is an interesting one. We would be interested in exploring this further.

Chairperson: *Aaron Barrick*

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

PLEASE CHECK ONE OF THE ITEMS LISTED BELOW:

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

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

- Minutes were reviewed and summarized from the Fall with the group. Members were brought up to speed on any items discussed.

**SECTION 3: UPDATE OF PROGRAM**

**A. ENROLLMENT:**

Enrollment Numbers – Semester 1(Fall) 40

Enrollment Numbers – Semester 2 (Spring) 27

**COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:**

1. The disparity between Fall and Spring semester was noted. Speculation as to why students (mostly level 1) switched shops is evident in entrance interview data. There were transfers into other shops within the first 2 weeks of the semester totaling 6 students.

**B. Cooperative Education**

**Student Statistics**

	<b>Number of Students</b>
Eligible Students	<b>22</b>
Students Placed on Co-op	<b>0</b>
Students Declining Co-op Opportunities	<b>22</b>

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

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**COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:**

1. Students choose to remain in shop as they value the curriculum offered compared to just working. Most eligible students who work after school prioritize getting a mix of both instead of just working more hours.

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

	<b>Number of Students</b>
Previous Year Graduating Seniors	18
Previous Year Completers	18
<b>Placement Data</b>	
Employed Related to Career Field	9
Employed Unrelated to Career Field	3
Military Service	0
Enrolled Postsecondary Education	1
Available for Employment but Unemployed	2

**COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:**

1. Various employers on our OAC are seeking our graduating students for employees and have reached out to our students for hire. Mock interviews are also a great time for our OAC members to get to know our students before they are seniors.

**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.

**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. Discussion around updating the delivery method of homework and assignments to be completely online and accessible from one platform without the need for splitscreen, or a supporting physical text.

**B. CURRICULUM REPORTING FORM:**

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

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

- 1.

**C. TEXTBOOKS/CURRICULUM REVIEW:**

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

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

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**COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:**

1.

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

- ServSafe Manager & ServSafe Food Handler

**Number of Students Receiving Certification:**

- ServSafe Manager TBD Students
- ServSafe Food Handler: 13 Students

**COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:**

1. Our OAC members are happy to see our students attaining their ServSafe certifications, showing that they are ready to jump into the field without having to go through that training process. This is ideal for all parties involved as the students are able to take this test without paying out of their pocket.

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

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

- Skills USA plays a large role in Culinary as the students are eager to show off what they learn and compete against each other. We host an in-house skills competition every year to determine who will represent our school. This process involves our OAC members as they volunteer to come judge the contestants. There are 3 areas that we compete in including: Kitchen, Bakeshop, and Front of House.

**COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:**

1. Our members are excited to help judge as they get to see the new students each year and help with the selection process!

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

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

- None currently

**COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:**

1. N/A

**SECTION 6: ADULT EDUCATION**

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

This program has adult education offerings as listed below:

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

1. N/A

## **SECTION 7: GENERAL DISCUSSION**

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

- **Tour of program area to see the generation two combi ovens in action. Roger Tappen was impressed with the efficiency and state of the art cooking/baking capabilities.**
- **Paul Cline shared what additional things he is doing in the field, including the baking and distribution of products to various restaurants in the area.**
- **Monica was able to join us in the Fall and shared her new business developments.**

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

1.