

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

PROGRAM AREA:	Early Childhood Education (Childcare Support Services Management) 19.0708				
MEETING DATE:	4/25/2024	START:	5:15PM	ADJOURN:	6:00PM
COMMITTEE CHAIRPERSON:	Jenn Hawbecker				
COMMITTEE MEMBERS/GUESTS ATTENDING:					
Jenn Hawbecker Katie Wilmot Amy Pinkerton		Janice Dalton Michelle Anderson			
BRIEF MEETING SUMMARY					
The committee was pleased with the updates and the changes that they saw. They're happy to see that the storage area is enclosed now and are happy to hear that the fence is being installed this summer. They liked that all of the seniors are on co-op in a variety of placements.					
ADMINISTRATIVE RESPONSE:					
<ul style="list-style-type: none">• Administration is pleased with the updates and planned updates for the ECE program as well. Mrs. Wilmot has been working with the admin team and maintenance to address the OAC recommendations.• We are also pleased to see our seniors earning CDA and getting out on co-op, the program has grown under Mrs Wilmot in the ways we hoped it would. Excellent work! Keep it up!					

Chairperson: *Jenn Hawbecker*

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

- It's desired to keep the enrollment for the program to 21-22 students due to lack of space in the classroom and safety with having preschoolers as well.- This is currently happening
- Storage area should be enclosed permanently due to safety concerns.- DONE
- Kitchen needs a Kitchen fire extinguisher, not just an ABC.- DONE
- Kitchen should be inaccessible to children.- Enclosure on 5-year-equipment list
- Fence needed outside of exterior door.-SCHEDULED
- Path for the playground to separate wheeled toys from other areas. Use paint rather than vinyl.-On 5-year-equipment list
- Studier furniture is needed for long-term.- Working with FSP and slowly adding/changing out as we go.

SECTION 3: UPDATE OF PROGRAM

A. ENROLLMENT:

Enrollment Numbers – Semester 1(Fall) 2023- 16, 2024-20

Enrollment Numbers – Semester 2 (Spring) 2024- 18, 2025-21

COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:

1. Happy with growth

B. Cooperative Education

Student Statistics

	Number of Students
Eligible Students	4
Students Placed on Co-op	4
Students Declining Co-op Opportunities	0

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

- WASD-1, TUSD-1, Buds of Promise- 1, Waynesboro Early Learning Center-1

COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:

1.

C. STUDENT PLACEMENT: (From Senior Placement Survey)

	Number of Students
Previous Year Graduating Seniors	2
Previous Year Completers	0
Placement Data	
Employed Related to Career Field	
Employed Unrelated to Career Field	
Military Service	
Enrolled Postsecondary Education	2
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:

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.

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.

- Working With Young Children, 9th Edition; CDA Essentials, 2nd Edition

COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:

1.

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

- OSHA 10
- Mandated Reporter
- ServSafe Food Handler (working on this)
- CPR/AED/FirstAid
- CDA/CDA Ready

Number of Students Receiving Certification:

- **Mandated Reporter- 8**
- **CPR/AED/FirstAid- 7**

COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:

1. Working to get Mallory Waltman on the PQAS list of certified instructors to help if they enter into childcare for employment.

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

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

- SkillsUSA- ECE competition is what they do in the preschool, other leadership competitions and events are being explored to help encourage positive leadership roles within the class.

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.

- HCC

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:

-

COMMITTEE SUGGESTIONS/RECOMMENDATIONS FOR ADDITIONAL OFFERINGS/COMMENTS:

- 1.

SECTION 7: GENERAL DISCUSSION

LIST ITEMS FOR DISCUSSION NOT COVERED IN OTHER AREAS:

- **Getting ideas for closing kitchen off from preschool.**

COMMITTEE SUGGESTIONS/RECOMMENDATIONS/COMMENTS:

1. Members like the idea of utilizing permanent cabinets with some type of half-height pocket doors/barn door style doors to make the kitchen inaccessible during preschool and opening it when preschool isn't in session. One childcare center is already using this type of set-up for their gross-motor room.