

MINUTES OF MEETING
PCTA General Advisory Committee

Date: 16-Sep-10 PCTA Room 206
Month-Day-Year Location

Recorder: Gail Degnan

Members In Attendance

Name	Representing	Present
Robert Baldwin	RB Homes	X
Frank Bianco	Commercial Electric	
Bill Bryan	Gilbane Building Company	X
Andrew Cortes	Building Futures	X
Patty Doyle	RDW Group	X
John Dufresne	Expert Automotive Technology	X
Steve Flowers	All Metals Co	X
Elizabeth Jardine	MPR Associates, Inc	
Suzanne Mancini	RISD	X
Robert Ricci	Workforce Solutions Providence/Cranston	
Janet Scarcella	Johnson & Wales	X
Michael Traficante	New England Laborer's Charter School	X
Ramone Torres	PCTA	X
Paul Vorro	Providence Teachers Union	
Peter Woodberry	CCRI	X
Judy Titzel	Building Futures	X
Gail Degnan	Building Futures	X

No.	Issue /Topic	Discussion/Decision/Action	Action by	Due Date
1.01		<p>Welcome New Members</p> <p>Bill began with meeting with a round of introductions from all the members of the Committee.</p> <p>Bill Bryan - Gilbane Building Company, PCTA General Advisory Chairman Bob Baldwin - RB Homes, Carpentry PCTA Program Advisory Chairman Steve Flowers – All Metals Co, PCTA HVAC Program Advisory Co-Chairperson Andrew Cortes – Building Futures, PCTA General Advisory Secretary Judy Titzel - - Building Futures John Dufresne –Expert Witness Automotive Technology, PCTA Automotive Program Advisory Chairman Suzanne Mancini – RI School of Design, PCTA Cosmetology Program Advisory Chairperson Gail Degnan – Building Futures Patty Doyle – RDW Group, PCTA Graphic Design Program Advisory Chairperson Mike Traficante – New England Laborer's Charter School</p>		
1.02		<p>Bill explained the goal of the meeting will be to make sure all members have an understanding of the roles and responsibilities of the Program Advisories and the tasks that the Chairs will have to fulfill.</p>		

1.03		<p>It was noted this is the first school of this quality in the City of Providence. It is a learning experience for the Providence School Department. One of the goals of this committee will be to help guide the school to evolve strategically over the next 5 years.</p> <p>Some of the challenges that we will be facing include:</p> <ul style="list-style-type: none"> • Limited resources, <ul style="list-style-type: none"> o Professional development o Supplemental resources within the career programs (small tools, large equipment, various materials and supplies). • The Advisory Committees do not have a budget (Building Futures who supports us, has budget that to provide us administrative support.) • PCTA and district staff primary focus is on core academic student achievement vs. development of the career program pathways. 		
1.04		<p>High school student enrollment city-wide, with the exception of Classical, is on a lottery basis. Students presently select PCTA because it's new, has the latest technology, friends, i.e. academic/career programs. They don't always select it for the best reason. We will need to explore and offer guidance with:</p> <ul style="list-style-type: none"> • Middle schools (Grades 5-8) preparation for success at PCTA • Exposure to middle school students to the career pathways 		
1.05		<p>In response to questions, Ramon Torres provided some initial operating budget background information</p> <p style="padding-left: 40px;">\$150,000 Site Budget for Miscellaneous Direct (non staff) expenses \$350,000 Perkins Funding specifically for equipment/supplies in CTE programs \$500,000 Perkins Grant supports the Extended Day, but will end this year.</p> <p>Staff payroll, books, operations/maintenance, and custodial expenses are funded directly by the district.</p> <p>A conversation ensued regarding PCTA Financials. It was agreed that Mr. Torres will provide a more detailed Financial Presentation at the next Advisory Committee meeting.</p>	RT	10/21

1.06		<p>Judy gave an overview of the Carl Perkins Act, a summary of which is included in the Advisory Committee Guidebook. Carl Perkins is federal legislation which helps support national research into CTE best practices, professional development, and other activities to improve career and technical education. Perkins was instrumental in the change from the old Vocational Ed model to Career and Technical Ed that includes high academic standards as well as challenging technical class work. Perkins is currently focusing on technical assistance for the development of Programs of Study (POS), aligning coursework and competencies in the high school curriculum to post secondary education and training. They have developed 10 best practices around integrating Programs Of Study, mandating that states have developed at least 1 Program Of Study by 2013. Many states are far ahead of Rhode Island in complying with Carl Perkins. Perkins money goes through RIDE which distribute it to districts state-wide. PCTA must be in compliance with the provisions in order to be eligible for funds.</p> <p>A question was raised about Apprenticeship being recognized through the Carl Perkins Act. Judy stated that, to her knowledge, there isn't specific language in Carl Perkins about Apprenticeship but the Act does talk about career training. USDOL does recognize registered apprenticeship program as a viable option to post secondary education (associates degree). Carl Perkins was last authorized in 2006 and is currently undergoing revision.</p>		
1.07		<p>It was discussed that Articulation Agreements are not in place for the PCTA although the District has some. We need to get articulation agreements in place for all programs as soon as possible.</p> <p>This will be a goal for the General Advisory Work Plan.</p>		

1.08	<p>The Program Advisory Work Plan Template was reviewed and discussed. It was noted the program advisories may identify other goals or strategies to include in their work plan.</p> <p>Goal #1 - Be sure your Program Advisory group reflects the constituency as stated in the bylaws. Chairs need to take responsibility that a weighted constituency does not become reflected in your work plans as far as priorities. Be sure there is balance in your work plans.</p> <p>Goal #2 – This relates to the competency requirements taken from the RIDE Standards for Career and Technical Ed (hard copy distributed to members). Most of the information in this document does not relate to our specific responsibilities, but for you to use as a guide.</p> <p>Goal #3 - Refers to Carl Perkins. If you have any questions please refer to Judy for guidance. Examples of Programs of Study will be sent out electronically by Judy.</p> <p>Goal #4 – Resources – help identify the resources needed for your program. We may be able to secure additional grant funds.</p> <p>A discussion ensued regarding a supplier list for materials, supplies, etc. and a school code to use when ordering for significant discounts. Ramon will check with the district to see if there is a pre-approved supplier list in place. It was determined to identify prospective suppliers from all members and to forward pertinent information via email to Bill. When new suppliers have been determined, we will forward to Ramon who will process them through the district procurement office to be on the supplier list.</p> <p>Goal #5 – Integration of career education and core academic curriculum. The State of RI has not created a standardized curriculum between core academics and career education. We need to support the crosswalk of curriculum in this school for the highest success of students.</p> <p>It was decided that the first subject to be explored for integration in all programs will be Math.</p> <p>Goal #6 – Emerging trends. All programs need to be forward thinking and have the opportunity to evolve. Our mission is to support the creation of programs that students will gravitate toward. Graphic Arts and Cosmetology are two examples of programs that need to explore opportunity to expand into related/associated fields.</p> <p>Goal #7 – Integration between career education pathways, having all programs working toward a common goal. There is a tremendous opportunity to develop a model where all programs of study work collaboratively on multiple common projects. Each advisory should explore and identify such opportunities for the General Advisory's consideration.</p>	All RT	10/21 10/8
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1.09	<p>Membership Matrix</p> <p>A membership matrix template for each Program has been included in the Advisory Committee Guidebook. Refer to Goal #1 under 1.08.</p>	PA Chairs	
1.10	<p>School Schedule</p> <p>Given the loss of Perkins funds currently used for the extended school day and fiscal constraints, PCTA is reviewing school schedule options for next year. The focus the last 2 years has been to raise core academic achievement through an extended day with block scheduling. Research indicates that integration of core academic curriculum with CTE curriculum will result in higher student achievement, but as noted neither RIDE or Providence have cross walked curriculum. Additionally, indications are that a week about (one week core academics/one week CTE) schedule or some version of it can further support student achievement. The PCTA was designed to support a week about schedule mode (50% student in core academics/50% in CTE). The school department needs to select a schedule model that is compatible with the school's design to support program enrollment and deliver curriculum accordingly. The General Advisory Work Plan should address this issue.</p>		
1.11	<p>Next Steps</p> <p>Each Chair is to convene the Program Advisory Committee meeting and report their outcome at the General Advisory meeting on October 21. Each Program Advisory is to prepare a timeline for development of their work plan so we can utilize them to complete the General Advisory Work Plan</p>	PA Chairs	10/8
	Gail will send all forms to Program Advisory Chairs electronically	GD	9/24
	Gail will send link to PCTA webpage to all General Advisory Members	GD	9/24
1.12	At the next General Advisory meeting, Mr. Torres shall provide an overview of PCTA specific professional development activities that are scheduled for this year for both core academic and CTE programs.	RT	10/21

Date of Next Meeting

Thursday, October 21, 2010, 8:30 am @ PCTA