Career and Technical Education Steering Committee

Meeting Minutes

September 20, 2011

1. **Call to order**

Renea Dillon called to order the regular meeting of the Career and Technical Education (CTE) Steering Committee at 3:30pm on September 20, 2011 at GCCISD Administration building. She welcomed everyone and thanked them for taking the time from their work schedules to benefit the students of Goose Creek CISD (GCCISD).

1. **Attendance**

The following persons were present: Matt Bolinger (REL Academic Dean), Carl Burg (GCCISD Board Member), Dana Byal (Lee College), Renee Cosby (GCCISD Faculty), Renea Dillon (Stuart Career Center), Cary Duhon (GCCISD faculty), Maria Gonzalez (GCCISD Faculty), Suzanne Heinrich (Administration), David Jaroszewski, J.D. (Lee College), Debi Jordan (Lee College), Steve Koester (GCCISD Technology), Donnie McCoy (Austin Ind.), Tameka Mills (GCCISD CTE Coordinator), Charles Murrell (City of Baytown, Fire Department), Henriella Riley (GCCISD Faculty), Doug Shipley (Community Toyota), Matt Warford (GCCISD Principal), Joe Whiddon (ExxonMobil), Mike Wilson (GCCISD CIS Executive Director), Dr. Toby York (GCCISD Superintendent)

1. **Welcome**

Mrs. Dillon welcomed everyone.

1. **Introduction**

Everyone introduced themselves.

1. **Discussion**

**Minutes:** The last meeting minutes were reviewed and members were reminded they were posted on the CTE web site.

**District CTE Improvement Plan:** Renea Dillon reviewed the CTE district improvement plan, which is the combination of what comes out of the advisory committee, the career cluster leader committee, and input from all around the district and community. Objectives and strategies that involved input or participation from the committee were highlighted.

**2011-12 Enrollment:** Mrs. Dillon gave an update on this years’ enrollment. For the 2011-12 enrollment Business and Finance are the larges area were students’ grades 7th – 12th are enrolled. When comparing Career Cluster enrollment to labor market demands, the numbers don’t match. Based on a study by Mr. Whiddon from ExxonMobil, though, many CTE classes such as Automotive Technology teach skills that are transferrable to high demand occupations like Process Technology, Machinists, etc. As a result of that study, this year Goose Creek added a new course, Introduction to Transportation Careers, which is a one hour course on one junior high campus and two high school campuses. Goose Creek is also expanding its after-school offerings to include Automotive Technology (@ SCC), Cosmetology (@ REL & RSS), and Welding(@SCC). Over 80 students are currently enrolled in these classes that run 3:00-5:00 p.m. Monday –Thursday.

**Articulated Courses & Industry Certifications**. Questions were raised about courses that offer college credit and/or industry certification. Mrs. Dillon will gather the information to add to the enrollment chart.

**2011-12 Calendar of Events:**

**Program Advisory Board**: In January a program advisory committee meeting will be held for all programs of study. Committee members are asked to find representatives who will volunteer to attend this meeting to mentor teachers on current business and industry practices and needs.

**Career and Technical Education month**. February is designated as the month to recognize Career & Technical Education. Many events will surround this month. In January and February, all high schools will be having course fairs to promote elective courses during lunch periods. Lee College teachers are able to participate, too. In February, students will begin choosing their courses for 2012-13. In March, Goose Creek will host a district-wide career fair at night. Students will get information during the day plus their parents will be able to get information at night. Goose Creek will also have a Hispanic Career Forum, but the date has not been set.

**Industry Certifications:** Goose Creek has a goal to offer more certification opportunities to students.

**Career Safe:** (<http://www.careersafeonline.com/>) CareerSafe is OSHA training. Some school districts use this in every single CTE class. The committee reviewed the components of the test and Donnie McCoy explained that it would not help at Austin Industries because they require employees to complete ISTC Safety Council Training and the NCCER Core. Charles Murrell of the Baytown Fire Dept. stated that the city might use this as part of their screening process.

**National Career Readiness Certificate**: Issued by ACT, this is an evidence-based credential that measures basic career readiness, including reading, writing, and thinking skills on various levels. This credential is used across all sectors of the economy. It is used for screening, hiring and promotion, targeting employee training and development. (<http://www.act.org/certificate/>)

Donnie McCoy, Charles Murrell, and Debi Jordan agreed that that this type of certification would be a good pre-screening tool for employers. However, a prescreening certification like this may or may not get someone higher on the list. Debi explained that more and more employers are using pre-screening tools prior to interviewing candidates; so an employer may require the candidate go through the pre-screening process regardless.

Employers again emphasized the need to teach students the importance of showing up for work every day on time, the need to be drug free to pass drug tests for employment, and proper etiquette for piercings and tattoos.

During our next meeting Mrs. Dillon will talk about STEM Academy 101.

1. **Round Table**

Matt Bolinger commented that schools needed help in getting guest speakers to help students understand the importance of learning the core (math, science, language arts, and social studies). Renea added that several teachers have expressed the need for a “Speakers Bureau” for teachers to access to help relate their classes to real-world occupations. Donnie McCoy emphasized the importance of having younger guest speakers at these events to get students interest. Renea Dillon will follow-up on this with the Chamber of Commerce.

Charles Murrell happily announced that the Baytown Fire Dept. is fully staffed for the first time in a long time! However, with the building of the new fire station, he will be hiring again near its completion.

Debi Jordan announced that Lee College received a large grant as a Hispanic Student Serving Institution that will provide Outreach Activities to promote STEM education.

Joe Whiddon stated that ExxonMobil was in the hiring process again. They tested in August and anticipate hiring 20 Process Technicians, 35 Refinery Operations Technicians, and 25 Mechanical positions. BOP has started an internship program for Lee College students and is working on developing an internship program with the electrical dept.

1. **Follow-Up Activities for Committee**

* Committee Members will work to find volunteers to serve on advisory panels for each program of study and submit contact information to Renea Dillon.
* Committee members will discuss the two certifications with co-workers and other industrial partners to view what others think of them.
* Joe Whiddon will work with Renea Dillon to schedule Plant tours.
* Renea Dillon will contact the Baytown Chamber of Commerce Partners in Education committee to discuss the possibility of their creating a speakers’ bureau.

1. **Future Meeting**

The location to the next meeting will be at Lee College Student Activities Building

* Tuesday, October 18, 2011 at 3:30P.M.

1. **Adjournment**

Renea Dillon adjourned the meeting