

JOINT OPERATING COMMITTEE

DIRECTOR'S REPORT

OCTOBER 2, 2019

ITEM 1: Recommend approval of Local Advisory Committee for 2019-2020 school year. (Att. #1)

The administration recommends approval of the member list of the 2019-2020 Local Advisory Committee. One of the means by which our various stakeholder groups help us to shape practice and procedure is through our Local Advisory Committee (LAC). Our LAC is comprised of individuals from the community, business and industry who contribute their unique perspective to the overall administration of the school.

ITEM 2: Recommend employment of the following individual: **Resume attached for your review.**

Name: Deja Johnson
Position: Instructional Assistant
Status: Full-time/190 days
Effective Date: September 11, 2019
Hourly Rate: \$21.00
Benefits: As stated in the current ESPA Support Staff Agreement

ITEM 3: Recommend approval for Dr. Angela King, Alissa Messina and student Evelyn Romero to attend the Washington Leadership Training Institute on September 21 to 25, 2019 at a cost not to exceed \$1515.00. (Attachment #2)

ITEM 4: Recommend approval of the 2019-2020 Memorandum of Understanding between Career and Technical Centers and Sending School Districts and the Bureau of Career and Technical Education for Participation in the BCTE Technical Assistance Program. (Attachment #3)

ITEM 5: Recommend approval for the SkillsUSA and HOSA youth club officers and advisors to attend a leadership conference at Pocono Manor, Mt. Pocono, PA. (Attachment #4)

Program: SkillsUSA and HOSA Youth Clubs
Destination: Pocono Manor - Mt. Pocono, PA
Purpose: Provide leadership training to officers of the student youth clubs
Date: November 6 - 8, 2019
Time: Depart November 6 at 6:30 a.m.
Return Nov. 8 at 2:00 p.m.
Students: 40
Chaperones: Troy Madden, David Ayres, Angie King and Alissa Messina
Transportation/Cost: School Bus/\$640.00
Anticipated Cost: \$11,000.00 - includes conference fees and meals

The administration recommends that the student leaders and adult advisors designated above attend the annual District II Leadership Conference at Pocono Manor, from November 6 to 8. Student leaders throughout the region gather to focus on such topics as team building, responsibilities of holding an office, and parliamentary procedure. The students will include our school-wide officers, as well as the officers elected in each classroom. In addition to the students and advisors attending this conference, the District II Directors are encouraged to attend the banquet on the second evening.

ITEM 6: Recommend approval of out-of-district students on a tuition basis for the 2019-2020 school year:

Name		Program	Grade	School
Armriester	Samantha	Early Childhood	12	Harriton
Bakula	Stefan	Video, Sound & Music	10	Lower Merion
Beasley	Joelle	Video, Sound & Music	10	Lower Merion
Canales Manzanares	Jorge	Building Trades	11	Lower Merion
Catapano	John	Auto Tech	12	Lower Merion
Colbert	Micah	Collision	12	Lower Merion
Corgliano	Lola	Cosmetology	12	Lower Merion
Craig	Michaela	Building Trades	11	Lower Merion
Crosbie	Nicolas	Video, Sound & Music	11	Lower Merion
Davis	Wilson	Allied Health	11	Lower Merion
DiCicco	Matthew	Collision	12	Harriton
DiCriscio	Luca	Visual Comm.	10	Lower Merion
Dion	Sebastien	Building Trades	11	Lower Merion
Dutwin	Aidan	Video, Sound & Music	10	Lower Merion
Eisner	Jamie	Cosmetology	11	Harriton
Fields	Cameron	Video, Sound & Music	12	Lower Merion
Fiorentino	Hanna	Health Care Sciences	11	Lower Merion
Francis	Giana	Baking	11	Lower Merion
Glickman	Olivia	Cosmetology	12	Lower Merion
Grazier	Thomas J.	Building Trades	11	Harriton
Haynes	Arnold	Video, Sound & Music	11	Lower Merion
Herrenkohl	Daniel	Teacher Academy	12	Harriton
Ho	Victor	Culinary	12	Lower Merion
LaPorte	Joseph	Building Trades	12	Lower Merion
Palmer	Donjae	Culinary	12	Lower Merion
Potluri	Sujith	Networking	11	Harriton
Roland Harcourt	Samuel	Video, Sound & Music	11	Lower Merion
Rollins	Eyani	Health Care Sciences	11	Lower Merion
Rossa	Gianna	Baking	11	Lower Merion
Ryan	Shenille	Health Care Sciences	12	Lower Merion
Seelig	Todd	Networking	12	Harriton
Shmulevich	Raphael	Auto Tech	11	Harriton
Steerman	Justin	Visual Comm.	11	Harriton
Vargas Antunes Coimbra	Maria	Visual Comm.	12	Lower Merion
Willette	Luke	Health Care Sciences	11	Lower Merion
Winkler	Jackson	Visual Comm.	12	Harriton
Wojnilower	Levi	Visual Comm.	11	Lower Merion
Pantellas	Augustus	Landscaping	12	Marple Newtown

ITEM 7: Recommend approval of the following educational activities:

- (Att. #5) Program: Building Trades
Destination: Greater Philadelphia Expo - Oaks, PA
Purpose: Construction Fair
Date: Tuesday, October 22, 2019
Time: 8:30 a.m. to 2:00 p.m.
Chaperones: David Ayres, Amy DeLellis and Kendall Wilson
No. of Students: 50
Transportation/Cost: School Bus/\$285.0
- (Att. #6) Program: Health Care Sciences/Allied Health
Destination: Montgomery County Community College
Blue Bell, PA
Purpose: Expo activities/exposure to opportunities
Date: Tuesday, September 24, 2019
Time: 8:15 a.m. to 11:30 a.m.
Chaperones: Kathy Glacken, Connie Price, Jacqui Gilkey and
Katie MacLuckie
No. of Students: 65
Transportation/Cost: School Bus/\$235.00
- (Att. #7) Program: Allied Health
Destination: Drexel College of Medicine, Phila., PA
Purpose: Tour/observe cadaver lab
Date: Thursday, November 7, 2019
Time: 9:00 a.m. to 2:00 p.m.
Chaperones: Connie Price and Jacqui Gilkey
No. of Students: 26
Transportation/Cost: School Bus/\$285.00
- (Att. #8) Program: Teacher Academy/Early Childhood Education
Destination: Montgomery County Community College
Blue Bell, PA
Purpose: College Tour/Dual Enrollment opportunity
Date: Monday, October 21, 2019
Time: 10:30 a.m. to 2:30 p.m.
Chaperone: Debora Broderick
No. of Students: 9 Teacher Academy/2 Early Childhood Education
Transportation: Some drive and others with instructor
- (Att. #9) Program: Building Trades
Destination: Phila. Electrical Expo, King of Prussia PA
Purpose: Lectures on code, safety and new products
Date: Wednesday, October 23, 2019
Time: 9:00 a.m. to 5:00 p.m.
Chaperone: Jerrold Mackereth
No. of Students: 8
Transportation: School Van

(Att. #10)	Program:	Various
	Destination:	Fabric Workshop & Museum – Philadelphia
	Purpose:	Visual Teaching Philosophy Project
	Dates:	October 29, 2019 and April 14, 2020
	Time:	8:00 a.m. to 2:00 p.m.
	Chaperones:	Debora Broderick, Eileen Lawler, Fred McCarthy and Marcus Branch
	No. of Students:	42
	Transportation:	School Bus paid through grant

INFORMATION

Colours Inc. donated over \$23,000 worth of supplies for our Auto Collision program.

Students in Teacher Academy began community service this past week at [CCATE](#), an arts based community organization in Norristown that serves primarily the Latino population. The following students are volunteering as teaching assistants in CCATE's after school programming:

Adriana Andrade (Senior, Norristown): Cooking Class
 Irene Tornez (Senior, Norristown): Read, Play, Create
 Mariah Boccella: (Senior, Norristown): Empowering Girls Group
 Ryan Browning: (Senior, PW): Fitness Club

According to Ms. Messina, Kyara Avery, an 11th Grade Norristown Student went above and beyond with creativity for her updo that needed to include fishtail braids! Bravo Kyara!!!!



RJ Trainor - removing a drum brake off of a truck; Ratoksky & Trainor
 Billy Harris - completing an oil change and tire rotation; Conicelli Hyundai



Here are the pictures of our students completing the Stop the Bleed First Aid Severe Trauma (FAST) training today from the American Red Cross. Fourteen of our Health Care Science and Allied Health students participated in the exercises regarding CHECK-CALL-CARE. We had an amazing day learning to use tourniquets and control bleeding from traumatic injuries. The Red cross gifted us with a bleeding kit and mini bandage kits.



SETH SCHRAM
 ADMINISTRATIVE DIRECTOR

LOCAL ADVISORY COMMITTEE 2019-2020 School Year

Bernadette Billetta	-	Health Care – Retired
James Sayre, Jr.	-	Automotive – G. L. Sayre
James Williams	-	Business – Assets Inc.
Vince Console	-	Construction - ABC
Cindy Serratore	-	Early Childhood Education
Vince Krout	-	Construction - Grainger
Kathleen Candelore	-	Business/Industry
Kathy Bello	-	Education – Retired
Shawn Murray	-	Education
Donna Lorenz	-	Healthcare
David Huot	-	Landscaping – Brightview
Emily Weiser	-	Early Childhood Education
John DiMino	-	Collision Repair



Professional Improvement Conference/Workshop Request Form

Name of Conference/Workshop Place and Date of Conference/Workshop Program/
Purpose:

SkillsUSA Leadership Training Workshop for State Officer, Evelyn Romero and Advisor, Alissa Messina

The cost for Evelyn is paid for by PA SkillsUSA

Attendees:

Cost not to exceed:

Registration: Lodging: Transportation: Meals: Other (Describe): Total: Source of Funding: Budgeted General Funds: \$ Grant: Amount: \$ Submitted by: Supervisor's Approval: Director's Approval:

2019-2020

MEMORANDUM of UNDERSTANDING

Between

Career and Technical Centers and Sending School Districts

And

The Bureau of Career and Technical Education

For

Participation in the

BCTE Technical Assistance Program

Technical Assistance Program Commitment

Despite a decade of reform and rising public expenditures for education, little has changed in most high schools to prepare students for the demands of work and further education. The Technical Assistance Program (TAP) is focused on assisting schools in raising student academic achievement. The technical assistance is designed to support career and technical centers (CTCs) and high schools with approved programs by offering these sites multiple resources at minimal cost.

Purpose

The purpose of this Program is to significantly raise the academic and technical achievement of all students enrolled in career and technical education programs at a CTC or high school which take advantage of this opportunity. Through this Program, BCTE will assist CTCs and their sending school districts with raising student performance on academic assessments and occupational end-of-program assessments. Each participating school agrees to align their Perkins local plan activities for increasing student achievement with the TAP activities and participate in all professional development activities provided by BCTE.

Goal

The academic targets are based on the state's level of proficiency in 2017-18: Literature - 55%, Algebra 1 - 45% and Skill Attainment - 82%. Progress is defined as a five percentage point increase over the state's performance or local performance level in students achieving proficiency on the *Literature Keystone Exam*, a six percentage point increase over the state's performance or local performance level in students achieving proficiency on the *Algebra I Keystone Exam* and a two percentage point increase over the state's performance or local performance level in students achieving proficiency on the *end-of-program occupational assessment*.

TAP Activities

Your school has confirmed all of the TAP services you will participate in during the 2019-2020 school year. Schools were chosen to participate in the various activities based on BCTE review of the *Intent to Participate Survey* responses and a school's ability to most benefit from each TAP activity. Each activity will be on-site at each school with the exception of the Teacher Coaching Clinics and selected PIL programs.

**Memorandum of Understanding
with
Central Montco Technical High School
2019-2020
Technical Assistance Program (TAP) Activities**

By signing this Memorandum of Understanding, you are assuring your school's participation in the following TAP activities:

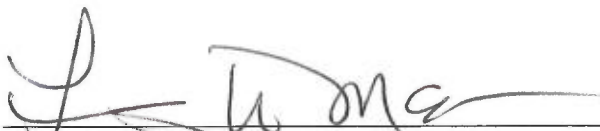
- NOCTI Pre-Tests and Study Guides



Career and Technology Center Director Signature 9/21/18
Date



Superintendent of Records Signature 9/9/18
Date



Joint Operating Committee Chair Signature 9/13/19
Date



Director, Bureau of Career and Technical Education 6/27/2019
Date
Pennsylvania Department of Education



FIELD TRIP REQUEST FORM

Return completed form to the Director's Office. All Field Trips require J.O.C. approval. Request form must be submitted four (4) weeks prior to the event.

Today's Date: 9-19-19 Date of Trip: Nov. 6 - 8 Instructor making request: Dr. King

Destination: Pocono Manor

Destination address: Mt. Pocono, PA

Destination Telephone # and Contact Person:

Names of Chaperones: Substitute Needed? No. students participating:

Alissa Messina

Yes No

Session: A.M. P.M. Both

David Ayres

Yes No

Leave 11-6-19 6:30 A.M. Return 11-8-19 2:00 P.M.

Troy Madden

Yes No

Angie King

Transportation: School Van School Bus Chartered Bus Airline

Describe how students are selected for participation:

Elected school officers

Please Provide a detailed description of the trip including its purpose, relevance to your curriculum and the expected outcomes for the students.

Provide leadership training to officers of the student youth groups

Source of Funding:

Budgeted General Funds \$ TBD

Youth Club Fund Raising \$

Grant \$

Individual Class Account \$

Instructor's Signature

Supervisor's Signature

Director's Signature

J.O.C. Approval Date

Permission Slips Given to Instructor: Date: Date Returned:

Bus: Noty Date Ordered: 9-20-19

Contact Person: Helson Cost: \$640.00



FIELD TRIP REQUEST FORM

Return completed form to the Director's Office. All Field Trips require J.O.C. approval. Request form must be submitted four (4) weeks prior to the event.

Today's Date: 5/16/19 Date of Trip: 10/22/19 Instructor making request: D. Ayres

Destination: GREATER PHILADELPHIA EXPO

Destination address: 100 STATION AVE OAKS PA 19456 Hall "D"

Destination Telephone # and Contact Person: 484-965-0492 VINE CONSOLE

Names of Chaperones:

Substitute Needed?

No. students participating: 50

Amy DeLellis
Dave Ayres
Kendall Wilson

Substitute Needed?
Yes No
Yes No
Yes No

Session: A.M. P.M. Both

Leave 8:30 Return 2:00

Transportation: School Van School Bus Chartered Bus Airline

Describe how students are selected for participation:

Juniata Area Seniors from Building
TRADES - 3 COMPETITORS FROM BUILDING

(7am)
Start

Please Provide a detailed description of the trip including its purpose, relevance to your curriculum and the expected outcomes for the students.

ABC Construction Fair 2019

Source of Funding:

Budgeted General Funds \$

Youth Club Fund Raising \$

Grant \$

Individual Class Account \$

Instructor's Signature

Supervisor's Signature

Director's Signature

J.O.C. Approval Date

Permission Slips Given to Instructor: Date: Date Returned:

Bus: Date Ordered: 9-20-19

Contact Person: Cost: \$285.00

FIELD TRIP REQUEST FORM

Return completed form to the Director's Office. **All Field Trips require J.O.C. approval.**
 Request form must be submitted four (4) weeks prior to the event.

Today's Date: 9/13/19 Date of Trip: 9/24/19 Instructor making request: K Glacken
 Destination: MCC Health Science Center
 Destination address: 340 Morris Rd Blue Bell Pa
 Destination Telephone # and Contact Person: _____

Names of Chaperones: _____ Substitute Needed? _____ No. students participating: 65
Katie MacLuckie Yes No Session: A.M. P.M. Both
Kathy Macken Yes No
Connie Price Yes No
Jacquie Shelby Yes No
 Leave 8¹⁵ Return 11³⁰
 Transportation: School Van School Bus Chartered Bus Airline

Describe how students are selected for participation:

STUDENTS were all invited & told of this opportunity in both HCS + AH. They need to have returned the health emergency form & the criminal background clearance in order to go.

Please Provide a detailed description of the trip including its purpose, relevance to your curriculum and the expected outcomes for the students.

EXPO ACTIVITIES: include hands on experiences by participating in demonstrations by surrounding area healthcare facilities along with the opportunity to speak to several colleges/universities who have various healthcare programs. Giving students exposure to opportunities they might not have known.

Source of Funding:

Budgeted General Funds \$ 235.00 Youth Club Fund Raising \$ _____
 Grant \$ _____ Individual Class Account \$ _____

K Glacken
 Instructor's Signature

 Director's Signature

[Signature]
 Supervisor's Signature

 J.O.C. Approval Date

Permission Slips Given to Instructor: _____ Date: 9-17-19 Date Returned: _____
 Bus: metz Date Ordered: 9/12/19 (by merilyn)
 Contact Person: Wilson Cost: \$235.00