

**Career and Technical Education (CTE) Advisory Council**  
Fairbanks North Star Borough School District

Wednesday, November 29, 2017  
5:30 – 7:00 p.m.

520 Fifth Avenue  
School District Administrative Center  
Boardroom

**MINUTES**

Daniel Domke-FNSBSD CTE Director	Joel Scurr – CTE Teacher
Heather Christian-FNSBSD CTE Program Secretary	Mariah Sexton – ESSA Rep
Andrea Gelvin-Business & Industry Healthcare	Joni Simpson – CTE College & Career Coordinator
Sara Laughlin – Student Representative	Keith Swarner - UAF
Clarice Mingo – Principal NPHS	Andrea Wade – Counselor NPHS

**PRELIMINARIES**

CTE Director Daniel Domke called the meeting to order at 5:30 pm. Introductions made around the table, and the sign-in sheet passed.

The agenda approved as presented after a motion made by Keith Swarner. Second by Andrea Wade to approve the agenda. After a review of the September 20, 2017 minutes, a motion made by Joni Simpson to approve the minutes, which was seconded by Andrea Wade. The minutes of September 20, 2017 were approved.

**PUBLIC COMMENT ON NON-AGENDA ITEMS**

1. Joni Simpson: Alaska ACTE Conference – Andrea Gelvin received state CTE leadership award. Comments by Andrea Gelvin.

**INTRODUCTIONS**

1. Joni Simpson – College and Career Coordinator: Update on CTE
2. Andrea Wade – NPHS Counselor: Starting CTE Advisory Committee
3. Andrea Gelvin – Health Science Curriculum Consultant
4. Sara Laughlin – HHS Student Rep: Health Science Student
5. Joel Scurr – WVHS CTE Teacher: Computer Programming, Autodesk
6. Keith Swarner – UAF / CTC: Celebrating Community Partners on Friday from 4:30 to 6:30 pm
7. Mariah Sexton – System Support Specialist with Teaching and Learning
8. Tim Doran – School Board Member
9. Clarice Mingo – NPHS Principal

## REPORTS

1. Comprehensive CTE plan discussed.
  - a. Surveys discussed: Parent / Student / Staff and Employer / HR Manager.
    - i. Preliminary results highlighted – statistically valid parameters have been reached for student participation.
    - ii. Distribution process noted.
  - b. Interviews of business and industry agencies noted.
  - c. The goal is to align CTE in the district with business and industry needs.
  - d. Deadline for Student Survey is December 8, 2017 / Employer is December 15, 2017.

## OLD BUSINESS

1. Carl Perkins Reallocation update – reminder that it is not a competitive grant.
  - a. Money not spent from the previous year is reallocated out to the districts.
  - b. Change in application process noted; likely no change in formula.
  - c. Fund allocation discussed:
    - i. Online CTE courses
    - ii. Drafting Computer
    - iii. Architecture and Construction equipment
  - d. Keith Swarner – Do schools have an avenue to request reallocation funding?
    - i. Yes, there is a formal purchasing process for requests for Perkins funding.
    - ii. Process reviewed with CTEAC members.
  - e. Joel Scurr – CTE Instructor discussed addition of Autodesk Inventor to the curriculum.
    - i. Tech Prep has been approved by UAF CTC.
    - ii. WVHS has been approved as a testing center so that certification can be earned.
    - iii. Computer programming discussed.
    - iv. Pre-Engineering program is still in the building phase and continues to grow:
      1. Main focus is the engineer design process:
        - a. How to build and analyze structures.
        - b. Exploration in Electrical Engineering.

## NEW BUSINESS

1. What are the critical issues for your organization right now?
  - a. Keith Swarner – UAF/CTC: Critical Issues for CTC is the budget which is out of their control.
    - i. Structural challenges: location, growth, processes.
    - ii. Keeping up with health, safety and risk management discussed.
    - iii. Facilities & Capacity / Enrollment continues to increase and is functioning well.
  - b. Joni Simpson – Education: Shrinking pool of teachers and reiterated the same issues with diminishing resources noted by Mr. Swarner that put stress on the organizations.
  - c. Andrea Gelvin – Health Science: Recruit coordinator for Fire Department.
    - i. Struggle with people coming in with realistic vision of what that career field looks like and having people understand what each career involves.
    - ii. Wants to increase career exploration curriculum across the district.
  - d. Sara Laughlin – HHS Student: HHS has diverse CTE courses, and it has all five (5) clusters.
    - i. Noted shortage of materials and teachers.

- e. Joel Scurr – Engineering (STEM) – Lacks capacity in the classroom for taking a digital prototype to real world design due to lack of space / labs.
    - i. 3D printing – replicator X
      - 1. Makerbot has changed ownership and has issues with tech support due to new programming.
2. Are you facing challenges meeting your organizations workforce needs?
    - a. Mariah Sexton: IT – It is really hard finding people who can do the job when they start.
      - i. Six (6) months to a year is spent doing on the job training and helping employees earn appropriate certifications.
      - ii. Competing with high IT demand locally which creates a very competitive environment.
    - b. Andrea Wade: Education: Challenging to maintain staffing due to turnover.
      - i. Connection to community needed – more than just monetary.
      - ii. Difficult to replace lost personal.
      - iii. CTE programs may be dependent on a single teacher = loss of the teacher can result in loss of program.
  3. What will your workforce needs be in the terms of skills and experience in the near term (12 months) and the longer term (1-3 years)?
    - a. The Borough has been the only organization that is not starving for employees as the business climate in the state has shifted.
    - b. All other organization had extreme concerns about future workforce needs:
      - i. Legacy job concerns – Public Utilities, Aviation, Doyon
      - ii. UA Director pulled statewide data and provided an overview.
        1. How do you create a pathway for such varied needs?
        2. How to connect students with job pathways?
      - iii. Bassett Army Community Hospital
      - iv. UAF CTC contribution and programs noted:
        1. Keith Swarner discussed pathway from FNSBSD to UAF CTC.
        2. Tech Prep pathways and alignment to UAF CTC discussed.
          - a. Health Science pathway discussed with advisory committee.
  4. Looking toward the future, how do you envision the School District improving your workforces' preparation? Specifically, what training and programs should we provide for students?
  5. What type of professional development would you suggest for CTE teachers in this field?
    - a. GCI expansion and work on workforce development.
      - i. GCI is essentially an IT company and needs highly skilled workers.
        1. Created teacher externship program to support their industry needs.
          - a. Joel Scurr participated in the externship and gained valuable insights as to how many more opportunities are actually available that we are not currently able to adequately transfer to students.
  6. What are some ways the School District could provide experience to students in this field?
    - a. Student Internships discussed.
  7. Are there any materials or resources that you would suggest we explore as we review and update our curriculum?
  8. Different surveys and research going on which will be considered in the CTE review process.
    - a. McDowell group research noted
  9. Career Exploration Discussed:
    - a. Sara Laughlin - HHS used to have a course that went over all of the career clusters which gave a broader view of opportunities rather than having to pick a cluster right away.
      - i. Students found that to be very useful and were disappointed to see it go.
    - b. Career Explorations course discussed.

- c. Andrea Wade – As a parent, so impressed with career exploration that is coming from Midnight Sun at the early grades.
  - d. Joni Simpson – Intentional career guidance at the schools need to be expanded.
10. CTE Advisory Committee – New policies discussed.
- a. All CTEAC meetings are open to the public.
  - b. Perkins compliance noted.
  - c. New members introduced.

## **INFORMATION**

- 1. Introduction to the Trades courses discussed.
  - a. Added Heavy Equipment Maintenance.
  - b. Status of applications discussed.
- 2. Possible expansion of Intro to the Trades model to other programs.
  - a. Health Science
- 3. Tech Prep status update.
- 4. Online CTE course offerings status offerings.
  - a. Processes discussed as pertains to academic online offerings which has allowed for smooth transition to CTE.
  - b. Pilot courses discussed:
    - i. Public Health: Discovering the Big Picture in Health Science
    - ii. Law, Public Safety, and Corrections
  - c. Noted capacity issues for offering all 16 clusters which may be alleviated by online offerings.

## **CLOSING COMMENTS FROM COMMITTEE MEMBERS**

Andrea Wade – Thank you for having this committee and providing a highlight for CTE.

Daniel Domke – Discussed CTE department and addition of Joni Simpson.

Clarice Mingo – Thank you for this meeting and a thank you to Joni for providing an opportunity for students to do a site visit to see construction in progress. Provided real world view to academic applications.

**ADJOURNMENT at 6:58 PM.**