

**CAREER AND TECHNICAL EDUCATION**  
**ADVISORY COMMITTEE**  
**2012-2013 ANNUAL REPORT**

to the

ALEXANDRIA CITY SCHOOL BOARD

June 30, 2013

## CTE Advisory Committee 2012-2013 Annual Report

The Career and Technical Education Advisory Committee is pleased to submit the 2012-2013 Annual Report to the Alexandria City School Board. The committee met four times during the school year and provided input, feedback, and recommendations on the many topics covered during the school year. The committee consists of fourteen members including a teacher representative, a student representative, and a school board member.

A major function of the committee was the approval of spending \$200,211.49 federal Perkins funds for the expansion and improvement of Career and Technical Education programs in Alexandria for the 2012-2013 school year. The committee also approved the new Perkins plan for the 2013-2014 school year for \$198,298.93. The committee received updates on mandated state and federal reports dealing with enrollments, demographics, program completers, and co-op statistics, and celebrated student achievements in awards, scholarships, and recognitions during the spring.

The CTE Advisory Committee was treated to a dinner provided by the Culinary Arts II students at TC Williams where they discussed future initiatives including changes in the nursing program, possible addition of a fire and rescue program, and the 2013-2014 proposed STEM academy.

A major focus throughout all meetings was workplace readiness skills. Many committee members emphasized the need for business ethics, integrity, communication, teamwork, and math skills. Marketing of CTE courses was implemented this year through creation of the CTE program of studies, updated brochures, updated website, presentations to school counselors to ensure they understood the CTE courses and sequences, and the use of the national CTE logo and slogan. The committee supports continuing a marketing and awareness campaign to increase awareness of CTE programs by enhancing outreach and program publicity to stakeholders (students, parents, businesses, middle school guidance counselors, etc.). Advisory committee members contributed to the Annual CTE Celebration of Achievement in May by providing donations and/or organizational help at the event.

Strengths of the CTE programs identified by the committee include the diverse course offerings and numerous completer sequences, industry certification testing options available for the student credentialing, CTE student organizations, dual enrollment opportunities giving students college credits, career pathway development, and teaching workplace readiness skills. The committee recommends continuing the inclusion of students at the quarterly CTE Advisory Committee meetings, highlighting different program areas. The committee also encourages teachers from different program areas to attend meetings as well. Goals for next school year include:

- supporting the implementation of the general education certificate with the community college system for all students;
- providing direction and advice in regards to increasing dual enrollment opportunities for students in Career and Technical Education courses (i.e. automotive technology);
- providing direction and advice for expanding CTE courses in the STEM academy;
- providing advice to support 2014 summer opportunities for students to meet the Economics and Personal Finance requirement; and
- approving a new local Perkins plan for 2014-15.

**CTE Advisory meeting summaries:**

<b>Date</b>	<b>Location</b>	<b>Program</b>
October 25, 2012	TCW—Guidance Conference Room	Introduction of new CTE staff; Scope of Work; Industry Certification; Dual Enrollment; Pre-testing; Course additions/deletions for 2013-2014; Student attendance at meetings; created student presentation questionnaire
January 22, 2013	TCW—Guidance Conference Room	Student presentations-FACS & Health & Medical; New CTE Staff; 2011-2012 CTE Annual Report Card; NATEF Accreditation; Dual Enrollment Update; Industry Certification Update; 2013-2014 Program of Studies and New Courses
March 12, 2013	TC Williams—Culinary Arts Room	Student presentations-Culinary Arts & Academy of Finance; CTE Performance Report-Division Report; CTE Testing Update; Tentative Class Enrollments; Carl D. Perkins Annual Plan; Celebration of Achievement
June 12, 2013	Ramparts Restaurant	CTE Celebration of Achievement results; Testing Updates-Industry Certifications, Dual Enrollment; Scholarships-COVOTRA & Rotary Awards; CTE Funding; Annual Report; Chairperson for 2013-2014; Scope of Work and Committee Goals for 2013-2014; Membership; 2013-2014 meeting dates