

**CAREER AND TECHNICAL EDUCATION**  
**ADVISORY COMMITTEE**  
**2014-2015 ANNUAL REPORT**

to the

ALEXANDRIA CITY SCHOOL BOARD

June 10, 2015

## CTE Advisory Committee 2014-2015 Annual Report

The Career and Technical Education Advisory Committee is pleased to submit the 2014-2015 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 pertaining to Career and Technical Education. The committee consists of fourteen members including a teacher representative, a student representative, Workforce Investment Board representative, Northern Virginia Community College representative, five business representatives, special education representative, ELL community advocate, two CTE staff representatives, and a school board member.

A major function of the committee was the approval of spending \$201,296.06 federal Perkins funds for the expansion and improvement of Career and Technical Education programs in Alexandria for the 2014-2015 school year. The committee also approved the new Perkins plan for the 2015-2016 school year for \$221,812.57. 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 committee has also been kept up-to-date on dual enrollment for CTE and academic classes at T.C. Williams High School.

The CTE Advisory Committee was treated to a dinner provided by the Culinary Arts II students at TC Williams where they heard from student representative Brooke Wilson. A major focus throughout all meetings was dual enrollment options and industry certifications for students to meet the new graduation requirement for students who graduate in 2017 with a standard diploma. The need for improved workplace readiness skills continues to be a concern and focus in the business community, and the advisory committee supports the continued focus of these skills in CTE classes. 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.). The CTE Coordinator and the CTE Advisory Committee Chair represented the Advisory Committee at the ACPS Strategic Plan Public Forum at George Washington Middle School in March stressing the inclusion of Financial Literacy and job readiness skills in the division's strategic plan.

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, and focusing on forward thinking--looking at jobs of the future. Goals for next school year include:

- Increase CTEAC membership to include representatives from additional program areas, i.e. Surgical Technology, Automotive, etc.
- Continue to review and monitor CTE course offerings providing direction and advice for expanding, changing, and eliminating CTE courses.
- Provide input and support for revisions of the CTE strategic plan.
- Review CTE Annual Performance Report, Industry Certification test results, and student enrollment data to evaluate the effectiveness of CTE programs.
- Continue to increase awareness of CTE programs.
- Approve a new local Perkins plan for 2015-2016.

**CTE Advisory meeting summaries:**

| <b>Date</b>      | <b>Location</b>                | <b>Program</b>  |
|------------------|--------------------------------|---|
| October 23, 2014 | TCW—Guidance Conference Room   | Introduction of new CTE staff; Scope of Work; Strategic Plan; Industry Certification; Dual Enrollment; Pre-testing; Course additions/deletions for 2014-2015; Graduation requirements for 2017 graduates  |
| January 20, 2015 | TCW—Guidance Conference Room   | Student successes; NATEF Automotive update; Pre-testing Results; DE update; 2015-2016 Program of Studies; Strategic Plan update; Tour of CTE Classrooms: Culinary Arts, Cosmetology, Automotive   |
| March 25, 2015   | TC Williams—Culinary Arts Room | Celebrations; Program Updates; 2014-2015 Program of Studies; CTE Annual Performance Report-Division Report; CTE Testing Update; Carl D. Perkins Annual Plan; New Pathway Plan of Study; Celebration of Achievement planning; Dinner by Culinary Arts students |
| June 10, 2015    | Ramparts Restaurant            | CTE Celebration of Achievement results; Testing Updates-Industry Certifications, Dual Enrollment; COVOTRA and student awards; CTE Funding; Annual Report; Scope of Work and Committee Goals for 2015-2016; Membership; 2015-2016 meeting dates                |