



Prince William County Public Schools

## **Career and Technical Education Advisory Council Agenda**

Staff Contact: Dr. Sarah Martin, Director, Career and Technical Education

Date: February 20, 2024

Time: 8 - 9:30 a.m.

Location: Gar-Field Senior High School, Room 2020, 14000 Smoketown Rd, Woodbridge, VA 22192

**Members Present:** Carl Mainwaring, Todd Grover, Michele Weatherly, Melissa Boyle, Josh Labrie, and Dr. Anaid Shaver.

**Staff Present:** Dr. Sarah Martin, Danielle Meyer, Nasir Ayoub, Shawnell Carmichael, Christine Good, and Kendra Stacks.

**Members not Present:** Paul Fraser, Raheel Sheikh, Jennifer McKee, Wade Dyer, Dr. Robert Melvin, Victoria Dauerer, Russell Keating, Jennifer McKee, and Heather Stietzel.

### **1. Call to Order**

- Dr. Sarah Martin called the meeting to order at 8:07 a.m.

### **2. Approval of Minutes**

- Todd Grover moved to approve the December 5, 2023; minutes as written with one minor change: under item #4, change "no action items" to "no information items". Melissa Boyle seconded the motion. There is no discussion. The ayes have it and the motion carries.

### **3. Action Items**

- Comprehensive Local Needs Assessment (CLNA) and Perkins Local Plan 2024-25
  - Dr. Martin provided a brief overview of the CLNA and how this document drives the school division's Perkins Local Plan. This year our school division needed to produce a new CLNA. Dr. Martin provided a brief overview of the CLNA. This includes three major industries for our school division: 1) Healthcare, 2) Information Technology, and 3) Trades (i.e. Construction and Extraction).
    - CTE Employment Outlook: Healthcare
      - Medical Assistants
      - Nurse Practitioners
      - Personal Care Aides

- CTE Employment Outlook: Information Technology
    - Computer Information and Research Scientists
    - Software Developers
    - Information Security Analysts
  - CTE Employment Outlook: Construction & Extraction
    - Electricians
    - Roofers
    - Plumbers & Pipefitters
- Nasir Ayoub provided a brief overview of the Mason Game and Technology Academy (MGTA) teaching assistant student interns and that students will begin the spring internship on March 2, 2024. There will also be another IT internship opportunity supported in-house with the PWCS Information Technology Department during the summer months.
- Nasir Ayoub provided an overview of Career Strategies and how this course will provide students with an opportunity to engage in internship opportunities during the day.
- Dr. Martin provided an overview of the Perkins V – Federal Grant and the performance measures, required uses of funds, and the CLNA requirements.
- Dr. Martin shared that there are funds available to support professional development to support CTE. Recently CTE supported a group of 32 staff members at the Virginia EL Supervisors Association (VESA) conference to support English Learner students. This group included a CTE teacher, Economics and Personal Finance (EPF) Teacher, English Learner (EL) Teacher, and School Counselor from each school that chose to participate.
- Dr. Martin provided an overview of the Perkins Planning Budget that includes professional development, software, industry-based credentials, equipment, and career exploratory. Dr. Martin provided a description of the federal Perkins grant formula that is used to allocate Perkins funds by division. This includes a calculation based on enrollment and socio-economic status.
- There were 14,000 industry credentials administered last school year. The 2024-25 Perkins Plan includes funds to support the hiring of an Industry Credential Specialist to support all CTE industry credentials.
- Josh Labrie moved to approve the Perkins Local Plan 2024-25. Dr. Anaid Shaver seconded the motion. There is no discussion. The ayes have it and the motion carries.

#### **4. Information Items**

- Welcome/Introductions
  - Dr. Martin introduced a new CTE Support Staff member to the CTE Advisory Council, Kendra Stacks. All attendees gave a brief introduction of themselves.
- CTE Month Celebrations
  - Mrs. Christine Good provided a brief update on CTE Month. She provided some CTE Celebrations:
    - AFJROTC CyberPatriot Team – placed at different levels.

- Aviation Maintenance – shared a brief video highlighting the work being done at Woodbridge Senior High School and Unity Reed High School. This video was highlighted in the Scoop!
    - FFA – Students were welcome to join and meet with the Virginia Assembly for the Day at the Capitol.
    - Sports Field Management Association (SFMA) Conference – students attended the 35<sup>th</sup> SFMA Conference, participated in a competition, and placed against collegiate level students.
  - o Shawnell Carmichael provided a brief update on CTE Month. She provided some CTE Celebrations:
    - Gold Star Teachers – This recognition is for teachers in whose class 93% of students pass the W!se Certification Test on their first attempt.
    - Blue Star Schools – This is where 80% of students pass the certification test AND personal finance instruction is provided to the majority of students on a grade level OR a minimum of 10% of school enrollment takes the certification test.
  - o Mrs. Christine Good provided additional CTE Month celebrations.
    - PWCS Counselors visit Unity Reed High School firefighter course.
    - Potomac High School competes at NJROTC event at Osbourn Park High School.
    - Dr. McDade participates in the Potomac High School Culinary Mystery Box Challenge.
    - Patriot High School FCCLA chapter students visit the Capitol to advocate for career and technical education.
    - Seventh grade students at Potomac Shores Middle School explore career and college options.
  - o Dr. Martin provided additional CTE Month celebrations.
    - Building Trades at Osbourn Park High School built to specifications an additional structure within the school building.
    - Salsa Competition with the Introduction to Culinary Arts at Gar-Field High School.
    - SkillsUSA Welding Competition at Potomac High School.
- CTE Outreach
  - o Dr. Martin provided an update with the new High School Course Catalog for the 2024-25 school year and provided an overview of the course catalog and how to navigate the new online interactive platform.
    - She provided a demonstration of how to filter courses by school, grade, subject area, and designation to see what course offerings are available for students.
      - Michele Weatherly – shared that this is so cool!
    - Dr. Martin shared the available language to highlight what a career cluster and career pathway is and how to view the course sequences within a pathway.
      - Melissa Boyle – shared I am just a little bit excited about this!
    - Mrs. Christine Good shared the importance of sharing the career pathways and course sequences with middle school students to support career exploration as they approach high school.

- Melissa Boyle – How will this information be rolled out to students? How are students preparing to build their courses for their high school experience? Students are asking at upcoming events. What resources might be available to support business partners when students ask about course offerings?
  - Mrs. Christine Good shared that students are enrolled in Career Investigations in 7<sup>th</sup> grade to support career awareness.
  - Dr. Anaid Shaver shared there is a Student Vision Profile that will be shared with the school division soon. This will take students' self-assessments from kindergarten and beyond to support students' career pathways. This document will be produced twice a year for each student and be accessible for them, their families, and their School Counselor.
  - Career Fair – Print small quarter page handouts for each business partner table to have a QR Code and bit.ly to take them directly to the High School Course Catalog to support business partners, students, and families as they navigate future careers.
  
- Upcoming Events
  1. Danielle Meyer provided an overview of upcoming events. Danielle encouraged individuals to reach out to the CTE Workforce Development Coordinators to learn more. Danielle encouraged members to save the dates and attend upcoming events to engage with students, families, and business and industry representatives.
  2. The next CTE Advisory Council meeting is on **April 16, 2024**, 8 – 9:30 a.m., and will take place virtually.

## 5. New Business

- There is no new business.

## 6. Adjourn

- Todd Grover moved to adjourn the meeting. Josh Labrie seconded the motion. The ayes have it and the motion carries. The meeting adjourned at 9:16 a.m.

For more information about the Career and Technical Education Advisory Council meetings, please visit [www.pwcs.edu/cte](http://www.pwcs.edu/cte).