

**CONNECTICUT TECHNICAL EDUCATION AND CAREER SYSTEM BOARD**  
**Quality and Policy Minutes of Meeting – June 18, 2019**

Pursuant to notice filed with the Secretary of State, the Connecticut Technical Education and Career System Board (hereafter “Board”) met on June 18, 2019 at Naugatuck Valley Community College 750 Chase Parkway, Waterbury, CT (Founders Hall, Room F101).

**I. Call to Order**

Ms. Eichstaedt called the meeting to order at 11:30am and thanked President De Filippis for hosting today’s meeting.

Present: Robert Trefry, Board Member  
Patricia Keavney-Maruca, Board Member  
Daisy Cocco De Filippis, Board Member  
Karen Eichstaedt, Board Member  
Lindy Lee Gold, Board Member  
Jeffrey Wihbey, Superintendent of Schools

Absent: Commissioner Westby, Board Member  
Peter Hoecklin, Board Member  
Fitz Walker, Board Member

**II. Public Participation**

There was no public participation.

**III. Consideration of Minutes of the May 15, 2019 Meeting**

The Committee voted unanimously that the minutes of the May 15, 2019 meeting be approved.

Vote:

In Favor: Keavney, De Filippis, Eichstaedt, Trefry, Gold  
Opposed: 0  
Abstained: 0  
Absent: Westby, Hoecklin, Walker

Motion carried unanimously.

**IV. Strategic Planning for the Connecticut Technical Education and Career System**

**A. Student Delivery Model – Career Academy**

Superintendent Wihbey introduced CTECS Education Consultants, Pat Ciarleglio, Brent McCartney, and Assistant Superintendent Richard Cavallaro to the Board members who presented on the Student Delivery Model – Career Academy.

The Career Academy at J.M. Wright Technical High School offers a limited number of seats for 11<sup>th</sup> and 12<sup>th</sup> grade students to participate in an Informational Technology or Carpentry accelerated-training certificate program. In collaboration with local public high schools, this program allows students to complete their academic studies at their sending high school, while earning specialized training in a high-demand skilled trades area. The Academy's program will graduate students with career certificates and stackable, industry recognized credentials.

Questions/Discussion included: Board Member, Lindy Lee Gold stated her excitement about the wonderful variety of programs available to CTECS students. Board Member, Patricia Keavney-Maruca posed the question of whether students could participate in both Carpentry and Information Technology while participating in the program. Brent McCartney answered by explain that participants must choose one pathway during the program. However, if participants are in the 11<sup>th</sup> grade, there is an option to return as a 12<sup>th</sup> grader for enrichment, if room is available.

A copy of the Career Pathways handouts are included in the official file of this meeting.

#### **B. Vacancy Update**

Superintendent Wihbey introduced CTECS Management Analyst, Joseph Uccello to present the latest vacancy update report to committee members. Mr. Uccello reported that CTECS is still working with the position management system and has met with OPM and SDE's Human Resources Bureau to look at the overall hiring process in order to streamline the entire process. Mr. Uccello shared full-time general fund position data as of June 18, 2019 as follows:

There currently are 196 vacancies – 111 of which are instructional – 85 remaining are made up of Admin, food services, fiscal, clerical, plant, consultants, etc.

Looking at the analysis compiled to date, the average timeframe to refill a vacancy is approximately six plus months and in some cases longer. In unusual circumstances, it may take an entire school year to re-fill a vacancy.

Mr. Uccello feels confident that some of the steps can be eliminated to shorten the hiring process. Mr. Uccello shared some examples including duplication of steps, levels of approval, etc. In addition to the 196 vacancies, there are 37 on hold. Leaving 159 positions, and of those 159, OPM has authorized 68 positions.

Superintendent Wihbey plans to engage in further discussions with CSDE Human Resources on concepts that will allow a faster turnaround for staffing.

Questions/Discussion included: Of the 196 vacancies, OPM has authorized 68 positions. Of the 68 approved, 64 are instructional, 24 are academic, 28 are trade, and 12 are student support positions.

A question was raised if CTECS processes will change when they separate from CSDE. It was suggested that Ms. Susan Scott provide an update on CTECS transition in a future meeting.

### C. Final Work Based Learning Update

CTECS participation in Work Based Learning (WBL) has doubled over the last few school years. Participation includes both secondary and adult students in standard WBL and internships.

The table below shows the numbers for the 2018-19 school year. The “year” is defined as September 1 through August 31<sup>st</sup>.

School	Internship	WBL	Adult WBL	Total Students	Total Placements
Abbott		47		47	47
Bristol		33	25	58	58
Bullard Havens		42		42	46
Cheney		80		80	97
Ellis		78		78	89
Goodwin		28		28	28
Grasso	11	17		28	33
Kaynor		60		60	61
Norwich	7	49		56	68
OBrien		49		49	55
Platt		67		67	70
Prince		4		4	4
Vinal		57		57	59
Whitney		16		16	16
Wilcox		62		62	66
Windham		35		35	37
Wolcott		68		68	74
Wright		25		25	26
Total	18	817	25	860	934

Questions/Discussion included: Superintendent Wihbey expressed how proud he is to see the significant growth in WBL placements for the year. Areas for growth, increased placements for A.I. Prince THS and Eli Whitney THS. Superintendent Wihbey is confident CTECS will be well over 1000 placements throughout the State of Connecticut in the near future.

**V. Adjourn**

The Committee voted unanimously to adjourn the meeting.

Vote:

In Favor: Keavney, De Filippis, Eichstaedt, Trefry, Gold

Opposed: 0

Abstained: 0

Absent: Westby, Hoecklin, Walker

Motion carried unanimously.

The meeting was adjourned at 12:26pm.

Prepared by: Ronke Stallings, CTECS