

CONNECTICUT TECHNICAL HIGH SCHOOL SYSTEM BOARD

Minutes of the May 4, 2017 Meeting of the of the Sub Committee on Outreach and Finance Retreat

Pursuant to notice filed with the Secretary of State, the Connecticut Technical High School System Board Committee on Outreach and Finance met on May 4, 2017 at 25 Industrial Park Road, Middletown, CT.

I. Welcome, Purpose of the Retreat

Mr. Barrasso called the meeting to order at 9:10 AM. If Board members recall, at the April 18, 2017 Subcommittee meeting on Outreach and Finance, it was recommended a planning meeting be scheduled to discuss school data, trade enrollment, and partake in an open discussion with CTHSS staff on current and future educational programs throughout the district.

Present: John Barrasso Chairperson of the Outreach and Finance Committee
Commissioner Scott Jackson
Patricia Keavney, Vice-Chairperson of the CTHSS Board
Commissioner Catherine Smith, Committee Member
Robert Trefry, Chairperson of the CTHSS Board
Jeffrey Wihbey, Assistant Superintendent of the CTHSS
James Chasse, CTHSS Education Consultant
Raymond Mencio, CTHSS Education Consultant
Don Mason, CTHSS Education Consultant
Pasquale Ciarleglio, CTHSS Education Consultant
John Murphy, CTHSS Education Consultant
Chad Raasumaa, CTHSS Education Consultant
Heidi Griffen, CTHSS Education Consultant
Patricia Fennessy, CTHSS Education Consultant
Hank Weiner, CTHSS Education Consultant
Dave Kapitulik, CTHSS Education Consultant

Absent: Chris DiPentima, Committee Member
Gina Chiarella, Committee Member
Mr. Fitz Walker, Committee Member

II. Planning

A. School Data

Assistant Superintendent Jeffrey Wihbey introduced Mr. Murphy to the Committee members who provided an overview of the process to determine career and technical program offerings that would be included in any CTHSS school renovation project and the number of factors that need to be considered for any project including: Being responsive to the region's labor market needs; identifying programs and career paths that young students would find interesting and rewarding; identifying program choices that did not compete with area magnet schools; identifying program choices that did not compete with the other CTHSS schools in the region and identify the total number of programs that would keep the CTHSS within their construction budget.

Taking a regional approach can mean collaborating with the State's workforce investment boards and identifying each region's specific labor market needs along with the State's overall labor statistics. A Map of Connecticut's Workforce Investment Board areas and CTHSS school locations was distributed to the Committee members as a reference. Mr. Murphy explained that after considering these factors, reviewing market data, other program offerings in the region, and meeting with the region's employers and business organizations, a list of programs is finally developed. It is

recommended that principals within each region meet with the workforce investment board's Executive Directors once or twice a year to review market trends and labor statistics for a specific region. This should also be part of each school's strategic plan.

An overview of the enrollment process including add/cuts was discussed along with the system currently in place. A handout of the district's current school enrollment including the number of shops in each school and percentage of male vs female was provided to the Committee members.

A copy of the Determination of Career and Technical Program Offerings, the Map of Connecticut's Workforce Investment Board Areas and CTHSS school locations, and the Current School Enrollment Chart is included in the official file of this meeting.

B. Trade Presentations

Mr. Wihbey introduced the following CTHSS Education Consultants who provided an abbreviated breakdown of each of their trade's staffing enrollment and provided a five minute explanation of the current state of affairs for their clusters: Raymond Mencio, Don Mason, Pasquale Ciarleglio, John Murphy, Chad Raasumaa, Heidi Griffen, Patricia Fennessy, Hank Weiner, and Dave Kapitulik.

Various pieces of data were shared from the consultants and that highlighted enrollment and capacity issues in the district. This data was broken down by trade, school, number of instructor's, current enrollment, total career enrollment and current condition.

During each of the trade consultant's presentation, board members were given an opportunity to provide input and ask questions. Discussion included what does the CTHSS recruitment look like, the state law with respect to recruitment from surrounding towns, demographics, enrollment retention—Mr. Murphy will provide board members with a more detailed report on enrolment retention. Additional discussion included capacity, re-looking at post grad programs to backfill openings and help with enrollment, partnering with DAS regarding new construction projects and new thinking. Committee members suggested we not wait for the projects rather convert space to accommodate those trades big in demand such as IST, welding, etc.

Mr. Barrasso thanked the Education trade consultants for all of their hard work and dedication during this difficult time.

A copy of the 2016-17 Status Report/Recommendations is included in the official file of this meeting

C. Open Discussion

Mr. Trefry requested the Committee members share their thoughts and ideas with the CTHSS staff on current and future educational programs throughout the district. The Committee's feedback included the following:

1. Recruiting Strategies
2. Exploring Careers – Summer Program
3. Bristol Model Statewide
4. Stipend mentors based on excellence – best practice and promote growth
5. Licensed Practical Nursing (LPN) restructure and change to home health care and geriatric care (Commissioner Jackson offered to research)
6. Combine shops based on shortages
7. Expansion of needed trades (break traditional shop selection) manufacturing?
8. Cap Culinary and shift resources
9. Flexibility with Human Resources in refilling vacancies

10. Rolling recruitment – action plan
11. Wait list description – facts/communication, what is the “real” wait list?
12. Capacity questions – building capacity, staffing capacity
13. Add/drop process
14. Aviation legislation and the packaging of adult programming (Board of Regents)
15. LPN issues
16. Adult Programming areas – Capacity, No competition

In closing, Committee members were encouraged to send any additional questions to Assistant Superintendent Wihbey. The Committee will circle back on today’s discussion at their next Outreach and Finance meeting.

Mr. Barrasso, announced his resignation from the Board.

III. Next Steps

The meeting was adjourned at 11:30.

Prepared by: *Alane Curtis*

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