

**CONNECTICUT TECHNICAL EDUCATION AND CAREER SYSTEM BOARD**  
**Hartford, CT**

**Minutes**  
**Full Board**  
**October 19, 2022**

Pursuant to notice filed with the Secretary of the State, the Connecticut Technical Education and Career System (hereafter “Board”) met on October 19, 2022, at 39 Woodland Street, Hartford, Connecticut.

**I. Call to Order**

Chairperson Patricia Keavney-Maruca called the meeting to order at 9:10am.

Present: Patricia Keavney-Maruca, Chairperson  
George Anderson, Board Member  
Christine Benz, Board Member  
Todd Berch, Board Member  
Jim Gildea, Board Member  
Paul Lavoie, Board Member  
Kelli-Marie Vallieres, Board Member

Absent: Jeff Aucker, Board Member  
Lance Hall, Board Member  
Charlene M. Russell-Tucker, Board Member

Executive Director, Dr. Ellen Solek welcomed Board members and guests and introduced Chairperson Mrs. Patricia Keavney-Maruca who lead the pledge of allegiance.

**II. Public Participation**

There was no public participation.

**III. Student Highlight**

**A. Platt Technical High School - Precision Machining Technology – Mr. David Tuttle**

Mr. David Tuttle, Department Head for Precision Machining at Platt Technical High School shared an overview of current events and happenings in the program.

A Few Highlights:

- Platt Technical High School hosted an Industry Open House on October 18<sup>th</sup> 2022, with over 120 attendees. Constituents from Vermont, Montana, and the NASA Hunch Program attended in support of the Manufacturing program.

- Students enrolled in the CTECS Precision Machining Technology program are given instruction and demonstrate skills and knowledge in machine safety, measuring tools, precision machining fundamentals using; manual milling machines, lathes, and other metal processing machines.
- Students' progress using computer numerical controlled (CNC) machining and turning centers as early as the 10th grade and become proficient in their operation and programming upon graduation.
- Students are eligible to participate in Work-Based Learning (WBL) in grades 11 & 12. This program allows companies to hire students during the school day to work on the manufacturing floor.
- Students receive 540 hours of instruction in the career/technical program each year.
- Industry Certifications: OSHA 1910 and National Institute of Metalworking (NIMS) Level I Machining Credentials

Questions/Discussion included:

*Mr. Gildea asks how many students are involved in Work-Based Learning (WBL).*

*Mr. Tuttle shares last year we had 85% of the senior class out on Work-Based Learning (WBL).*

*Ms. Keavney-Maruca asks Mr. Tuttle if he is finding that more students going right into industry when they graduate from your program.*

*Mr. Tuttle responded, we average one student a year that goes into engineering.*

*Dr. Solek shared with members that the silver coin at their folders were designed and made by the students at the Platt Technical High School Precision Program. She continued to thank Mr. Tuttle and his very gifted students.*

*Mr. Tuttle lets the Board know the juniors worked on it for the ribbon cutting ceremony, and the seniors took over the making of the coins in time for today's meeting.*

*Ms. Keavney-Maruca commended Mr. Tuttle, by sharing that it is people like you that make the system what it is. We can all meet once a month and talk about really important things, but you are down there with the kids making a big difference. So, thank you very much.*

*Mr. Tuttle was gracious for the comments and shared with retirement approaching, the system needs to recruit younger teachers with all updated skills and technology. We need to start planting the seed for future instructors.*

*Mr. Lavoie shared his thoughts stating: Platt Tech has created a platinum precision program in which students are made to feel as if they are working for a real company.*

#### IV. Consideration of Minutes

Chairperson Patricia Keavney-Maruca motioned, Board Member Berch moved, and Board Member Lavoie seconded to adopt the September 21, 2022 Board meeting minutes.

**Vote:**      In Favor:      Keavney-Maruca, Anderson, Benz, Berch, Gildea, Lavoie, Vallieres, Wosczyzna-Birch  
                 Opposed:      0  
                 Abstained:      0

                 Absent:      Aucker, Hall, Russell-Tucker

Motion carried unanimously.

#### V. Committee Reports

##### A. Outreach and Partnership Committee

##### **CTECS Strategic Operating Plan**

Committee Chair, Mr. Paul Lavoie Introduced Interim Executive Director, Dr. Ellen Solek to review the new CTECS Strategic Operating Plan.

With excitement, Dr. Solek shared a PowerPoint highlights the following:

- Collaborative Plan Design – A brief Look Back
- CTECS Vision Statement
- CTECS mission statement
- 4 strategic goals: school environment and safety, academic programming, student recruitment and access, as well as talent management.
- Focus Areas
- CTECS is a system that focuses on trade-based training, teaching, and learning as well as outcomes that are trade-based. This is in addition to maintaining exemplary academics for students.
- measurable outcomes / Smart goals.
- CTECS has also created the “vision of a graduate,” to help steer students in the right direction once graduating from CTECS.

##### Questions/Discussion included:

*Dr. Solek shared her excitement about concluding the Strategic Operating Plan and thanked Mrs. Kerry Markey and Mr. Brent McCartney for gathering the information needed to put forth the plan.*

*Dr. Benz shared her appreciation for all the work done to finalize the plan.*

*Dr. Solek thanked Dr. Benz for her comments.*

### **CTECS Program Advisory Committee (PAC)**

Committee Chair, Mr. Paul Lavoie Introduced Education Consultant, Mr. Marc Hussey to discuss the CTECS Program Advisory Committee (PAC).

Mr. Hussey shared a PowerPoint with the following highlights:

- Program Advisory Committee (PAC) is the new name for the committee this year. The program was formerly known as CTEAC, and TTAC.
- PAC Overview
- The Five CTECS Strategic Priorities
- Meeting Process and Meeting Guidelines
- Two level programming: The local level and the state level.
- PAC goals and objectives
- PAC Committee Composition
- Roles and Responsibilities

#### Questions/Discussion included:

*Mr. Hussey shared PAC fulfills a statutory obligation to legislation, which mandates the meetings must be held. Meetings are meant to maintain the alignment of industry demands in career system education.*

*Mr. Hussey shared plans to incorporate a new area on the CTECS website for potential employers to interact and get involved with students.*

*Mr. Gildea asks for clarification on the local level of PAC and what the expectation is going to be.*

*Mr. Hussey responded that using industry contacts is important.*

*Ms. King further clarified that each school has a department head whose role is to connect with the community.*

*Mr. Lavoie shared the importance of manufacturers reaching out to schools. In every trade, every business should be reaching out to technical high schools.*

*Dr. Solek thanked Mr. Hussey for all his efforts planning PAC.*

*Mr. Hussey shared on November 15<sup>th</sup>, 2022, CTECS will be hosting the next meeting and invited Board members to join.*

*Mr. Lavoie thanked Mr. Hussey for his enthusiastic presentation*

### **B. Policy Review Committee**

#### **2022-23 CTECS Admissions Policy**

Interim Executive Director, Dr. Ellen Solek introduced CTECS Interim Admissions Director, Mrs. Shelley Visinski to review revisions to CTECS's Admissions Policy.

- Ms. Visinski reviewed the purpose of the policy as well as changes to the procedures.

Questions/Discussion included:

*Ms. Visinski moves forward with the procedural changes. Gives thanks to Javette Giannelli-Allen and Attorney Sue Scott for helping collaborate these changes.*

*Mr. Gildea asks for clarification on the waiting list for students who enroll.*

*Ms. Visinski shares that the numbers of enrollment run very closely with the number of applicants.*

*Mr. Gildea asks if our schools over extended invites? When we accept students, do we accept a greater number of students then who are not all admitted?*

*Dr. Solek thanked Mr. Gildea for the question, shared that each of the shops does have a required number and are limited for safety. CTECS can only admit a certain number of students per trade, this somewhat dictates the final enrollment numbers.*

*Mr. Gildea asks for further clarification on the Exploratory portion of students 9<sup>th</sup> grade year.*

*Ms. Visinski explained students go through 2-day exercises for every single shop, then they narrow it down to 3 shops and they go for 4 days per shop before they make their final decision.*

## **CTECS 2023 Legislative Proposals**

Attorney Susan Scott reviewed two proposals submitted for the next legislative session.

### **Technical Revisions**

The first change would be replacing “craft committee” with the modern term “program advisory committee”.

The second change would replace “career and technical education advisory committee” with the modern term “program advisory committee”.

The third would be to remove the term “the department” which is an obsolete reference to the Department of Education.

### **Transportation to Technical Education & Career Schools**

This proposal clarifies the obligation of local and regional boards of education provide reasonable and necessary transportation to technical high schools to include any transportation that is required a part of a student’s special education plan. It also modernizes the language and the cap of six thousand dollars is increased to twenty-thousand dollars.

Questions/Discussion included:

*No questions were presented.*

**C. Finance and Facilities Committee**

**CTECS Financial Report – Ms. Kisha Richardson**

CTECS Fiscal Administrative Manager 1, Mrs. Kisha Richardson gave an overview of the budget numbers for CTECS, as of October 17<sup>th</sup>, 2022, and shared the updated Athletic Ancillary Form for approval.

Questions/Discussion included:

*Ms. Richardson shared that twelve of our students from twelve of our schools have receives grants for their schools. Our district was awarded the highest amount of grant awardees - Greenhouse for Good, Healthy Eating for the Hunger, Prince's Comfort Zone which were all created directly by CTECS students.*

*Ms. Richardson shared the new rates for ancillary form and requested a vote to proceed with the changes.*

Chairperson Patricia Keavney-Maruca motioned, Board Member Berch moved, and Board Member Benz seconded approval of the updated ancillary form.

<b>Vote:</b>	In Favor:	Keavney-Maruca, Anderson, Benz, Berch, Gildea, Lavoie, Vallieres, Woscyna-Birch
	Opposed:	0
	Abstained:	0
	Absent:	Aucker, Hall, Russell-Tucker

Motion carried unanimously.

**Platt Technical High School Ribbon Cutting Ceremony - Ms. Kerry Markey**

CTECS Communications Director, Mrs. Kerry Markey shared a recap of the well-attended event.

Questions/Discussion included:

*Mrs. Markey shared support from the community as well as business & industry contacts. In conclusion a video presentation of the event was shared with the Board.*

## VI. Items Requiring Action

### A. CTECS Strategic Operating Plan (SOP)

Chairperson Patricia Keavney-Maruca motioned, Board Member Gildea moved, and Board Member Berch seconded the adoption of the new CTECS Strategic Operating Plan.

**Vote:** In Favor: Keavney-Maruca, Anderson, Benz, Berch, Gildea, Lavoie, Vallieres, Wosczyzna-Birch  
Opposed: 0  
Abstained: 0

Absent: Aucker, Hall, Russell-Tucker

Motion carried unanimously.

### B. CTECS 2022-23 Admissions Policy

Chairperson Patricia Keavney-Maruca motioned, Board Member Benz moved, and Board Member Birch seconded the adoption of the CTECS Admissions Policy.

**Vote:** In Favor: Keavney-Maruca, Anderson, Benz, Berch, Gildea, Lavoie, Vallieres, Wosczyzna-Birch  
Opposed: 0  
Abstained: 0

Absent: Aucker, Hall, Russell-Tucker

Motion carried unanimously.

## VII. Report of the Executive Director

### A Few Highlights:

- Dr. Solek shared the full-time Superintendent position has been postponed while awaiting approval from the Governor's office.
- Dr. Solek thanked Mrs. Markey's team for their work on the systems podcast series. The next installment will be in November and copies will be distributed to all the Board members once available.
- Mrs. Patricia King reviewed WBL criteria for students to complete in order to partake in the program and how it connects with PAC. Students are eligible to work during the school day or there are opportunities for after hour WBL as well. Students are required to work with their theory lessons as well as on the job training. Mrs. King shared the different avenues to get students connected with WBL industries.

### Questions/Discussion included:

*Dr. Benz asked if numbers including the pre-apprenticeship students?*

*Mrs. King responded yes, CTECS has that information and there are several initiatives going on to increase the WBL numbers and to provide the students with as many opportunities to partake in the program.*

*Mrs. Keavney-Maruca asks for clarification on the transportation for students placed in the WBL program.*

*Mrs. King clarifies that CTECS is working on solutions regarding transportation for students to and from WBL locations.*

#### **VIII. Report of the Chair**

Chairperson Patricia Keavney-Maruca shared the need for committee chairs for the board subcommittees.

#### **IX. Adjourn**

Chairperson Patricia Keavney-Maruca motioned, Board Member Gildea moved, and Board Member Birch seconded to adjourn the meeting.

<b>Vote:</b>	In Favor:	Keavney-Maruca, Anderson, Benz, Berch, Gildea, Lavoie, Vallieres, Wosczyzna-Birch
	Opposed:	0
	Abstained:	0

Absent:	Aucker, Hall, Russell-Tucker
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Motion carried unanimously.

The meeting adjourned at 11:38am.

Prepared by: Mr. Maxwell Waldorf, CTECS