

CONNECTICUT TECHNICAL EDUCATION AND CAREER SYSTEM BOARD
Hartford, CT

Minutes
Full Board
February 15, 2023

Pursuant to notice filed with the Secretary of the State, the Connecticut Technical Education and Career System (hereafter “Board”) met on February 15, 2023, at 39 Woodland Street, Hartford, Connecticut.

I. Call to Order

Mrs. Patricia Keavney-Maruca

- Pledge of Allegiance

Chairperson Patricia Keavney-Maruca called the meeting to order at 9:00 A.M.

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

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

Chairperson Patricia Keavney-Maruca welcomed Board members and lead the pledge of allegiance. Mrs. Keavney-Maruca started the meeting off by congratulating Dr. Solek on her permanent appointment as the Executive Director of Connecticut Technical Education and Career System.

II. Public Participation

There was no public participation.

III. Trade Programming Spotlight

- Ellis Technical High School Electronics Technology
Walt Disney Imagineering Program

Mr. Stephen Sorel

Mr. Stephen Sorel the Department Head of Electronic Technology at Harvard H. Ellis Technical High School introduced himself and thanked the Board for allowing Harvard H. Ellis Technical High School join the meeting. He continued to share that he is a former student of Harvard H. Ellis Technical High School and that is a reason for returning to the school as an instructor. He shared with the Board that the electronics students created a HelpDesk program in which they run as if it was their own shop. The students receive calls, set the priority levels, go out to make the needed repairs and then come back and fill out ticket requests just as they would in the field. They are the first line of defense for all the electronics, they run the broadcast studio and the daily announcement recordings. There are a lot of opportunities as well as they have a robotics program that many students take advantage of. SkillsUSA and receiving different examples of trade opportunities directly out of high school.

Ellis Technical Electronics Program was fortunate enough to partake in Disney Imagineering with two phases to it, there is the technology side and also the STEM side. Harvard H. Ellis Technical High School was accepted into both programs, which was an honor. The program usually accepts in-state applicants, so being an out-of-state entry, was a huge deal.

With the technology side of it, they will work with the Imagineers which are some of the best of the best in the field. Students will see how the technology has progressed. They will show students various electronic advancements, as well as allowing the students to participate in some programming. Some examples are how to inspect rollercoasters and the technology that is involved in the rides. We had two generous donors step up, Spiral International and CNC Software which both agreed to pay for the trip in full for the students. They have set it up to cover the next four years, taking in only 10th grade students in order to keep the spark that passion they start with in 9th grade to be able to show them the different career opportunities that are available.

Mr. Sorel then introduces two 10th grade students to share some of the amazing things that they have been doing in the Electrical program. Kailie Carpentier a sophomore at Harvard H. Ellis Technical High School in Electronic Technology shared her passion for the trade and that she is the Secretary of the Student Council, the Secretary of the SkillsUSA Club and the State Officer of SkillsUSA representing Harvard H. Ellis Technical High School. She also participated in Nationals during her Freshman year for Mobile Robotics with a partner. She continues that as one of the shop representatives, she also records the morning announcements for the school with a team of students. Additionally, she creates the graphics for a jumbotron at Harvard H. Ellis Technical High School. She goes on to share that her reasoning for choosing the shop were that it offered a lot of opportunities as well as being a field that runs in her family, including her grandfather, father and brother. These proponents factored into her reasoning for selecting this trade and while she is unsure of exactly what she will be pursuing, she plans to continue her education at the New England Institute of Technology after graduation. Emma Ethier, also a sophomore at Harvard H. Ellis Technical High School in Electronic Technology further shared she is the other shop representative in addition to Kailie. She shared that she participated in the state competition for SkillsUSA in 2022, as a freshman, taking home first place with her partner. She expressed her desire to continue her education after graduation and pursuing a career in engineering. Her plans also include participating in the two-year opportunity at QBCC, which would be in the electronics field. Assistant Principal at Harvard H. Ellis Technical High School, Sarah Smith rounded out the conversation by introducing herself to the Board. She praised Mr. Sorel, the students and the program for the enthusiasm they all bring to the trade. She adds that the trade has become very much sought after and that the students involved have done wonders within the school.

Questions/Discussion included:

Chairperson Patricia Keavney-Maruca shared with the group that seeing these presentations really helps validate all that CTECS does and thanked them for their contribution to the Board meeting.

Dr. Solek supported Chairperson Patricia Keavney-Maruca's statement and shared that this is where the rubber meets the road for CTECS. It's wonderful that CTECS gets to hear from students regarding their experiences and how it applies to them going forward in the real world. Dr. Solek asked what at CTECS do you feel we could offer more of in order to enhance your time here as students? Did you see anything out there, or see anything that felt CTECS could use that would be useful going forward?

Ms. Smith shared that once they return from this endeavor in May, there would be lots of information that could be shared with the Board. She shared that learning both inside and outside of the classroom is so integral to the students receiving a well-rounded experience. It is one thing to do it in class and one thing to live and breathe it. She gave thanks for providing support to these programs for students.

Dr. Wosczyzna-Birch asked if they are given any curriculum that they could bring back to the classrooms?

Mr. Sorrel said this is the 1st time participating in this event, but they will be provided with a sheet of curriculum that will be coming back with for further review and research.

Dr. Wosczyzna-Birch shared her excitement on the prospect of the students working with the Disney Imagineering program. She inquired about using the rides as teaching moment for the students.

Mr. Sorrel stated that they have something in place currently, a contest where students have to design a ride, incorporate all the different electronics like adding sound effects and other details that would apply to a real-world scenario.

Chairperson Patricia Keavney-Maruca asked the class to take lots of photos, as it would be great to see a follow up once the event concludes.

Mr. Sorrel stated that they plan on it, 100%.

Ms. Ronke Stallings, CTECS Chief of Staff concludes the presentation by giving thanks to Team Ellis.

IV. Consideration of Minutes

Mrs. Patricia Keavney-Maruca

Chairperson Patricia Keavney-Maruca stated that there were two corrections to be made to the previous month's Board meeting – It should say Lance Hall, not Lane Hall – Secondly, Charlene M. Russell-Tucker, Board Member should be removed from the last statement as she was absent from the meeting. Given those edits Chairperson Patricia Keavney-Maruca motioned to approve the January 18, 2023 meeting minutes.

Chairperson Mrs. Patricia Keavney-Maruca motioned, Paul Lavoie moved, Mr. Berch seconded to approve the January 18, 2023 meeting minutes.

Vote: In Favor: Anderson, Aucker, Benz, Berch, Gildea, Lavoie, Vallieres, Wosczyzna-Birch

Opposed: 0
Abstained: 0

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

Motion carried unanimously.

V. Committee Reports

A. Outreach and Partnership Committee

Mr. Paul Lavoie

Chairperson Patricia Keavney-Maruca introduced Mr. Lavoie to begin the committee reports, beginning with Outreach and Partnership.

- Architecture and Construction Trade Reauthorization

Dr. Nikitoula Menounos
Mr. Pasquale Ciarleglio
Mr. Brent McCartney

Mr. Lavoie gave thanks and introduced Mr. Brent McCartney to begin the discussion, who then asked Mr. Pasquale Ciarleglio to take the lead.

Mr. Pasquale Ciarleglio an Educational Consultant at CTECS welcomes everyone – Trade Authorization is taking a deep dive in the seven groups under the Architectural and Construction cluster, looking at program description, enrollment, Department of Labor data, occupational outlook data, annual openings and demand within the trade, wages, required credentials, certifications and more. Taking into perspective Work Based Learning placement, placements within industry and career pathways through industry. A meeting is held twice a year with P.A.C., last year in Fall we asked the teachers to provide that information to the P.A.C. committee to help further enhance the program. We take a look at the equipment lists, which tools and equipment are being used within the trade, as well as what new innovations are coming into the trade. We look at our current curriculum, W.B.L. data and internships for input on where we should be heading as a system. CTECS takes all of this data and infuses it into curriculum and to improve our standard equipment lists... With this, we have been given tremendous feedback relating to not only reauthorization of the trades, but expansion as well. One example of this would be offering more adult opportunities to students. With that stated Mr. Ciarleglio passes it back to Mr. McCartney for further discussion.

Mr. Brent McCartney an Educational Consultant at CTECS shared that last month he gave a report to the Board on what the process would look like moving forward. Mr. Ciarleglio along with himself put together a 43-page document for the Boards review. He proceeds to give a brief overview of the document and explains what the function of the document is supposed to truly work. He further shared that the document will be presented at the next subcommittee meeting, then finally brought back to the full Board for the March 15th, 2023 meeting for final approval. He then continued to go over some of the pages of the document, covering some of the possible outcomes after the trade re-authorization or expansion takes place. Additionally, he expanded on some concerns with regard to renaming some of the trades to help clear up any

discrepancies that might have arose in the past, like changing Sustainable Architecture to simply Architecture.

Questions/Discussion included:

Chairperson Patricia Keavney-Maruca asked when the possible career pathways are listed, why do you not list teaching in CTECS schools?

Mr. McCartney explained that it is a possible pathway, but that CTECS teachers need 8 years of experience in their respective fields. This makes it an indirect pathway instead of a direct pathway right after graduation.

Mr. Ciarleglio helps clarify further for Chairperson Patricia Keavney-Maruca.

Chairperson Patricia Keavney-Maruca thanked both for their answers and shared enthusiasm in it still being a possible option for students.

Mr. Berch agreed with Chairperson Patricia Keavney-Maruca and adds that the same goes for other careers as well.

Dr. Anderson thanked Mr. McCartney and his team for streamlining the re-authorization process.

Mr. Lavoie asked Mr. McCartney if he had made any progress in terms of connecting CTECS construction trades with manufactures?

Mr. McCartney said Yes, we have three schools taking on a program with a former Vinal Tech. graduate from Milton and Goose, in which students will be getting a walkthrough so we can work in conjunction to better understand each other's systems.

Mr. Lavoie asked if there were any further questions and without any, he redirects the meeting back to Chairperson Patricia Keavney-Maruca where she introduces Mr. Todd Berch to discuss the Policy Review Committee.

B. Policy Review Committee

Mr. Todd Berch

Mr. Berch said good morning and introduced Ms. Susan Scott to go over the Naming Facilities at Schools Draft.

- Naming Facilities at Schools Draft

Ms. Susan Scott

Ms. Susan Scott, Attorney for CTECS said good morning, the Policy and Review Committee has been working on the Naming Facilities at Schools policy which is culmination of past requests to naming portions or parts of schools after or to receive gifts from certain members in the community. This policy sets forth the procedure and criteria for the scoop of when we would consider naming portions of our schools. Current policy is that our schools are named by the State Legislature; certain pieces would not be subject to the naming policy. This policy would

really be in relation to naming of certain fixtures. We would be including the Board chair and Executive Director and the Board chair would appoint a naming committee. On that committee would be the principal and at least one public hearing would be held so that it is transparent to all. Ultimately, the Executive Director would be the deciding factor on whether a fixture would be named. The policy also includes some very basic criteria, some very practical like not naming fixtures after current employees or commercial enterprises. It also sets forth other criteria that can be based on individuals or family names as long as they are not a current employee, geographical or historical relationships or other things to do with the school is all spelled out in this policy. Then we also consider the cost, and of course there are alternatives, scholarships and celebration events, that kind of thing. One point that I would like to make, anything that is currently named, I know there are infrastructure now, would not be subject to this policy, it would remain as is. We are just being forward looking on this. Does anyone have any questions?

Questions/Discussion included:

Dr. Anderson stated that we have run into problems where we name things after people or organizations and then those people or organizations do things that do not reflect positively, can we rename it or get out of naming something?

Ms. Scott stated that it is not in the policy, but it could include that, it isn't written that way, but people could make a proposal that they would prefer a new name. It has been a concern and due to controversies throughout the country, we took great care in what we will name.

Mr. Berch said we were also very conscience of community involvement, these are their schools, so the naming committee was something we thought was vital to be inclusive of the needs and desires of the naming committee itself. Of course, approved by the Executive Director and the Board. We all did a tremendous amount of work and Sue Scott did tremendous work. We had a great couple of discussions. There was a quorum at the last meeting, so this could go forward.

Chairperson Patricia Keavney-Maruca said yes.

Chairperson Patricia Keavney-Maruca stated that Mr. Berch has moved that we approve the Naming Facilities at Schools policy, would anyone like to second?

Chairperson Mrs. Patricia Keavney-Maruca motioned, Mr. Todd Berch moved, Dr. Anderson seconded to approve the Naming Facilities at Schools Draft policy.

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

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

C. Finance and Facilities Committee

- CTECS Financial Report

Ms. Kisha Richardson

Ms. Kisha Richardson Fiscal Administrative Manager for CTECS - Good morning, I just wanted to provide an update on the current budget information to the Board. Ms. Richardson continued to go over the budget and expense reports, noting that CTECS is working jointly with the State Department of Education to stay on track for the remaining fiscal year.

Questions/Discussion included:

Mr. Gildea asked for further explanation on where the balances for funds that were allotted to CTECS by the State Department of Education.

Ms. Richardson explained that we have had these funds available to use since 2012, CTECS got approval in April 2022 and the funds will be used accordingly. We have spent \$3.2 million, CTECS will continue to spend the funds until they are exhausted.

Mr. Gildea thanked Ms. Richardson for expanding on the use of the funds and answering his question.

Chairperson Mrs. Patricia Keavney-Maruca asked if there were any further questions?

Mr. Berch quickly asked if running the free lunch program order affect the budget at all?

Ms. Richardson stated that no it does not. It does not come out of our operating budget.

- Prioritization of Shop Equipment Needs

Mr. Brent McCartney
Mr. Pasquale Ciarleglio
Mr. Don Poulin
Ms. Kisha Richardson

Mr. McCartney shared a review of reports from the subcommittee meeting with the Board. CTECS measures and prioritizes needs for each school location. We visit all 20 locations regularly and do a walkthrough with the Department Heads. It is their responsibilities to keep up the repairs and equipment up to date. Upgrades happen through PAC meetings, two a year for each program. High-level PAC meetings take place with the Board and consultants, the unions and lots of other organizations we work with to meet the needs asked of us. We work with all these different entities to gage what we need to buy and upgrade. We make a standardized equipment list which us updated regularly using PAC feedback. Funding for every school varies and has a specified amount to use for repairs and improvements. Donations come in frequently for upgrades as well.

Questions/Discussion included:

Mr. Gildea asked for further clarification about the standardized equipment list and how it is applied to each trade.

Mr. McCartney answered there is base line of curriculum for each shop and each school uses the same curriculum. Room is left in the curriculum to add or adjust equipment if needed.

Mr. Gildea thanked Mr. McCartney for clarifying.

VI. Report of the Executive Director

Dr. Ellen Solek

Dr. Ellen Solek, CTECS Executive Director welcomed and thanked Chairperson Patricia Keavney-Maruca for her generous announcement from this morning. I feel both honored and excited this morning, my mind is filled with ideas. One other piece that is connected to this change, the appointment is conditional on two hearings, that will take place in the next few weeks. I will keep you updated and the official appointment will occur after those two committees. Once that takes place, I have many ideas to bring to CTECS in my new role as Executive Director. Talking about expansion, I think it is important to highlight a few areas we have not had the opportunity to expand on like the creation of a career center at CTECS. Our admissions and procedures, Mrs. Shelley Visinski, CTECS Admissions and others are making sure we have that open and running smoothly. We have many amazing teachers and instructors providing the students with what they need to succeed once they come into the system. What we lack that final prong, after you finish our program, what is next? We could advise our students on the future, meet with protentional business partners to bring on students on, where there is focus, things get done. In the next month or two we will come back with a proposal on what that would entail. We need a plan to implement it and will bring that back to the board as soon as possible. Speaking on expansion for health tech opportunities, we have had a meeting with Dr. Vallieres on ways we can expanded it across the state. We are understaffed all across the state, that is due to a perfect storm of COVID, retirements and challenges with salary for already employed individuals, we have a challenge ahead of us. The committee met and one thing came out of it, LPNs was talked about and a long time ago we used to offer that to CTECS, it was taken out after hospitals took away that option, LPNs are in high demand and we could use some of their skills. It was a very productive discussion.

Mr. Pasquale Ciarleglio shared that we had success in the past, we had 7 location across the state, it was very successful.

Dr. Menounos the Assistant Superintendent at CTECS shared that yes, LPN programs were successful and run by administrators, who supervised these programs. The one thing was making sure they could pass the assessment tests. The majority did well on the assessment testing. We did have search tech and we did have dental, for dental we had those who assisted the hygienist and would need to do a market report to see if that would still be needed in the state.

Dr. Solek said Chairperson Patricia Keavney-Maruca and herself had a meeting with the community colleges and would like to talk of possibility of a 2-year post CTECS program to students, free of cost. We will keep those here updated on that front. I would like to comment

briefly on the instructor discussion and I think we could add that to the possible careers out of CTECS. The state is talking a look at certifications and may shorten the window of time to achieve the certifications. We will continue to keep eyes open on legislative discussion related to this. Also, I would like to shout out Paul Lewis, CTECS Food Services Director. We met with an audit team and one-hour review of what we provide and the nuts and bolts of things. It was a learning opportunity for me, I was not as aware of the complexity. Mr. Lewis has totally turned the program around in less than a year, we had been getting some negative reviews in the past. The auditor was amazed at the turn around and improvement made here at CTECS. The report was such a change from past years. Paul Lewis has done an amazing job, it has taken a lot of effort, but has paid off majorly. I would also like to thank you Board for the ongoing support, your impute has been amazing and contributive to CTECS going forward.

Mr. Lavoie shared that he has connected with some people in Hartford with regards to talking with CTECS about working in some historical and preservation work to an existing trade or adding it going forward.

Mr. Lavoie shared that it is the State Historic Preservation Office, even better than a company. They came asking for help as they are having difficulties finding help with these historical buildings, only three or so companies are currently doing this type of work. They asked to add this to the curriculum and it is the state that is requesting this. Thank you very much for agreeing to meet with them and they are excited at the possibility of working on adding that to our trades.

- CTECS Diversity Initiatives

Mr. Robert Sartoris
Ms. Tonya Stoute

Mr. Sartoris shared that everything we do is framed around CTECS plan and it is to retain our most valuable resources which is our staff. To that end we separated from the State Department of Education and we need to look at the nuts and bolts of things which Tonya has taken on the role of Tonya is the driving force behind it so I will pass it over to her.

Ms. Stoute stated what we have been doing is going through CREC training, for hiring and moving it to staff. Each meeting we complete the task given, provide data and have an analysis done to help us focus in on the lack of diversity. We have a plan before we move forward, we have also mapped the hiring process, recruiting, hiring and the selection processes. Going forward we will be moving forward with schools' administrative teams to focus on hiring for all aspects of hiring with inclusion in the schools. We want to pick it up for the following school year, 25 will be trained and work with peers and staff on programs. Each school is different, we will not go with a one size fits all equity approach. We recently started with Whitney, we have had one session this month on February 8th one in May. In March we have training for administrative staff like principals and assistant principals. What we will really be waiting on the equity audit before we proceed with the following schools.

Questions/Discussion included:

Dr. Anderson shared we have made progress in areas of race and we want people to see people like them, is it including the amount of representation.

Dr. Anderson asked how to help people understand. Helping students, day to day, in terms of equity how are you defining that?

Ms. Stoute shared that we take an all-encompassing look at this, socially and economically, race and gender issues, we are taking an all approach, no stone is left unturned.

Dr. Benz asked about the online format, in person and how are the learning outcomes measured?

Ms. Stoute stated that online training with facilitator for each school, training workshops at individual schools will take place. We have also had organizations come into some of the schools, going forward tier 1 training done by one company, finding an organization who could handle the schools on an individual level. We need to have their needs meet.

Dr. Solek commented we will tap into Dr. Anderson's expertise on how do we define equity – it is a day long discussion and thank you for the recommendation on incorporating it into the career center and DEI for purposeful careers and thank you for that.

Dr. Anderson said it has been 25 years and an ongoing issue.

Dr. Solek said progressively the work gets better and in time it will come. I will briefly turn things back to Mr. Sartoris who wanted to share some highlights.

- Position Acquisitions

Mr. Robert Sartoris

Mr. Robert Sartoris, CTECS Director of Talent Management highlights some position and acquisition numbers - Methodology on acquisition, position, development. Recognizing that the silver tsunami was coming and that onboarding is not orientation. He shares his past experiences as a school principal and his thoughts regarding what onboarding has entailed. We will continue to see support and growth and a better retention rate going forward. He shares some ways that CTECS can create a collaborative effort for adults, that is where the rubber meets the road.

Questions/Discussion included:

Chairperson Patricia Keavney-Maruca asks if there are successes filling vacancies?

Mr. Sartoris said yes, we have filled many positions since January of 2022.

Dr. Solek stated that to follow up we will get Chairperson Patricia Keavney-Maruca and the full Board a list of positions that have been filled in the last 6 months.

Dr. Solek thanked Mr. Sartoris and Ms. Stoute Tonya and shared excitement on more to come. At this point I would like to call on Mrs. Shelley Visinski for an update an admission.

- Enrollment Update

Mrs. Shelley Visinski

Mrs. Visinski shared that all the application she has received have been completed and in response to the surveys that were sent, there has been much progress made. She proceeded to go over enrollment data for the 8th grade admissions process and shared the numbers with the Board.

Questions/Discussion included:

Mr. Berch asked about Vinal Tech. and the number of seats currently.

Ms. Visinski clarified further on the numbers at Vinal Tech.

Dr. Solek shared we will get you the enrollment data on Vinal for the last 2-3 years, if that was significant drop or not. I believe it is going to change for 3 reasons.

1. Building on existing partnerships.

2. Ms. Visinski is to continue the focus that we are a trade-based institution to become the states leading the feed in for all trades and must do a better job at that, since the strategic plan was just adopted this Fall.

3. Vinal should be one of our premier schools of the state, it highlights trades that are at the core of what Connecticut needs and that no one has reached out in a number of years. The physical site at Vinal needs significant support in terms of the building. We have spoken of expanding the adult education opportunities at Vinal. Working on expanding more, criminal justice, welding, manufacturing, mechatronics, the building needs to be able to support it at that level. We have the space to amply expanded at that facility.

Mr. Berch 100% Dr. Solek, I believe in what you said. Thank you, Ms. Visinski, for doing so well.

Chairperson Patricia Keavney-Maruca asked Ms. Visinski for clarification on non RESCO schools – available seats, non RESCO schools as well, not including Cheney, Goodwin and Prince?

Ms. Visinski shared that number without RESCO is 2,800 seats and with RESCO it is 3,400.

Chairperson Patricia Keavney-Maruca stated that with those numbers, expansion is really a good idea.

VII. Report of the Chair

Mrs. Patricia Keavney-Maruca

- Superintendent Position Update

Chairperson Patricia Keavney-Maruca thanked and congratulated Dr. Solek on her appointment, what a great relief in the system. Mr. Wihbey, CTECS former Superintendent left in Fall and it has been a concern, I will sleep way better at night now. It is so good for the system. The scary thing is the interim ended today and it wasn't until yesterday she got the letter. I was on the phone with the Commissioner, and they all had their own things going on. Secondly, now we have a permanent Executive Director, we can move forward with looking for

a Superintendent. I will ask Ms. Ronke Stallings, Chief of Staff to reach out to the Board to get started with an initial meeting to get that search started.

VIII. Adjourn

Chairperson Mrs. Patricia Keavney-Maruca motioned, Mr. Todd Berch moved, Dr. Anderson seconded to adjourn the February 15, 2023 meeting.

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

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

Motion carried unanimously. The meeting adjourned at 10:48am.

Prepared by: Mr. Maxwell Waldorf