CAREER AND TECHNICAL EDUCATION
ADVISORY COMMITTEE

ANNUAL REPORT

TO THE

FAIRFAX COUNTY SCHOOL BOARD

For the period covering May 2011 to May 2012
Presented June 4, 2012
Career and Technical Education Advisory Committee  
Executive Report Summary  
School Year 2011-2012

The Career and Technical Education Advisory Committee (CTEAC) charge for the 2011-2012 school year is “Explore and promote partnerships that enhance and expand Career and Technical Education programs for the mutual benefit of students and the greater business community.”

CTEAC had ten meetings during the 2011-2012 school year and focused on:

- Mentoring nine (9) new members or approximately 50% of the committee as to structure and function of CTEAC.
- Determining committee functions while complying with the guidelines of the Freedom of Information Act (FOIA) implemented in April 2011.
- Exploring the Career and Technical Education (CTE) program areas offered by Fairfax County Public Schools.
- Exploring possible options to improve communication and marketing; change the perception of CTE; and investigate delivery methods and reviewing course selections to benefit Fairfax County Public School students and the surrounding greater business community.

Summary of Recommendations

The Career and Technical Education Advisory Committee submits the following recommendations for consideration by the Fairfax County Public School Administration and the Fairfax County Public School Board:

- Encourage and support school counselors from middle school and high school to participate in Camp CTE within the first two years of attaining their position.
- Require that one of the monthly school counselor orientation sessions provide information on CTE and Academy courses.
- Continue to enact necessary steps for the integration of Fairfax County Public Schools academic programs and career and technical education programs. We endorse the “new core” philosophy in order to implement this integration.
- Continue to explore delivery options for courses to enable more students to take a wider range of coursework.
- Encourage full implementation of the Academic and Career Plan in all curricular areas.
- Continue to integrate 21st Century Skills into all aspects of the curriculum.
The mission of CTEAC is “to provide advice to the school administration and the school board on career and technical education programs and initiatives for the purpose of improving the effectiveness of these programs and associated courses in providing students with the knowledge and skills that contribute to their preparation for the workforce, military, and/or continuing education in a competitive global economy, and to help the schools obtain support and participation from the business community and the public.”

The CTEAC had a year of restructuring and growth. We welcomed nine (9) new committee members and transitioned two (2) members off committee membership. Committee restructuring was necessary to comply with the “Freedom of Information Act.” With the requirement of public notification of any meeting, correspondence or activity where more than two (2) members participated, the members did not have the ability to meet in subcommittee structure as in previous years. The committee membership decided to expand our meeting length from one and a half (1 ½) to two (2) hours for more discussion and activities. An alternative meeting date was scheduled in the event of a snow day or delayed starting time for FCPS schools. This alternative meeting date was not necessary. The membership agreed to utilize this timeframe as a work session to address communication, perception of CTE, delivery methods and course selection for students. After a robust discussion and review of options, a timeline and plan for addressing these topics was delineated for the next two years.

CTEAC evaluated its membership to determine if all sixteen career clusters were represented. See figure 1 for the current distribution of members by the sixteen career clusters. We have identified areas where we have strong and weak representation of the career clusters. The selection committee used these results for identification of new members.
During our meetings, program managers presented their specific CTE program by describing the program offerings, student organizations, certifications and existing public and private business partnerships. Further discussions included enrollment status, impediments to course offering expansion, anticipated trends for future careers and recommendations on how CTEAC could support their program areas. The reports by the program managers enable the members of the Committee to learn about all aspects of the CTE program.

Included in our report is a review of the accomplishments in Career and Technical Education instructional programs (Appendix A), our Annual Performance Report for Career and Technical Education from the Virginia Department of Education (Appendix B), and the CTEAC membership roster (Appendix C).

**Highlights of our CTEAC**

1. The CTEAC implemented an orientation program for our new members that occurred prior to our first meeting. New members were able to meet the CTEAC members, CTE program managers and selection committee members prior to our first meeting.
2. The Career and Technical Education Calendar continues to be an important promotional tool for Career and Technical Education. The CTE Calendar is presented to parents, students and FCPS staff. A goal has been to have the calendar be reflective of the school year. This year, the CTE calendar is an 18-month calendar from January 2012 through June 2013. Future calendars will match the FCPS school year. Through the efforts of the members of the Career and Technical Education Advisory Committee and the support of the Career and Technical Education staff, the calendar was produced with the financial support of the following sponsors:

- Burke & Herbert Bank
- DeVry University
- Foundation for Applied Technical Education (FATE)
- Johnson & Wales University
- Northern Virginia Technology Council (NVTC)
- Restaurant Association of Metropolitan Washington
- SAIC
- Sheet Metal Workers International Association
- Tech Adventure Camp

3. Camp CTE is a vital program that introduces Fairfax County Public Schools school counselors to Career and Technical Education courses. Through various “hands on” experiences, counselors gain insight into the vital role that Career and Technical Education courses provide to FCPS students. A counselor who attended this program provided the CTEAC members with his personal view and support for this program during the February CTEAC meeting.

Enrollment statistics in Camp CTE are as follows:

- 2007 – 25 Counselors
- 2008 – 35 Counselors
- 2009 – 25 Counselors
- 2010 – 15 Counselors
- 2011 – 30 Counselors

As the enrollment statistics show, this year thirty (30) counselors attended Camp CTE. The efforts of the School Board and CTE staff for highlighting this camp contributed to the increased enrollment. There was representation from eight (8) high schools that did not participate previously. Seven (7) schools have committed to participating next year. CTEAC will continue to work with the CTE staff to support their efforts in the promotion of Camp CTE.

CTEAC recommends new school counselors participate in Camp CTE within the first two (2) years of attaining their position. Additionally, to require that one of the monthly school counselor orientation sessions provide information regarding
CTE and Academy courses.

4. At the January CTEAC meeting, we were pleased to have Sandra Evans, our CTEAC liaison to the Fairfax County School Board, share comments with us concerning the budget for Fairfax County Public Schools. She provided insights concerning the budget as it applies to Career and Technical Education. Dr. Peter Noonan, Assistant Superintendent of Instruction, also presented at the January CTEAC meeting. He provided further clarification and insight into the philosophy of “new core.” Together, they provided great insight into the future population of CTE students and offered suggestions for our committee to move forward. The following suggestions were recommended and addressed in the April 2012 working session:

Members are requested to:

- Become active in state legislation in terms of the proposed bills affecting K-12 education.
- Work with new school board members to provide them with more information about CTE programs throughout the county.
- Utilize our business experience to help provide potential solutions to increase communication regarding our programs and suggest potential alternatives to meet transportation issues especially with academy programs.

5. Exploring partnerships is essential for CTEAC to enhance and expand the CTE programs. The following new partnerships have been created with CTE programs:

- Hilton Worldwide
- Volunteer Fairfax
- National Geospatial-Intelligence Agency

Through a partnership with Northern Virginia Technology Council (NVTC), the following organizations have partnered with CTE programs:

- Sprint
- Google
- Northrop Grumman
- Lockheed Martin
- Micron

6. Committee members actively participate as members on the Virginia State CTE advisory board and Fairfax County Public School Business and Community Advisory Council. Their membership allows the committee insight into state and local activities important to career and technical education issues.
7. CTEAC members approved committee-meeting dates for the 2012-2013 session to be changed to the 4th Tuesday of the month to allow for the Director of the Office of Professional and Life Skills, Coordinator of Career and Technical Education and Program Coordinators to attend the meetings. Conflicting meetings had prevented all FPCS from attending the CTEAC meetings.

8. The working session in April has offered the opportunity to focus on issues recognized both by CTEAC members and business partners. The four working groups focused on:

- Communication to students, parents, FCPS staff and administrators, along with the business community. Discussion around how we create a single message and publicity to prevent the statements of “I wish I knew about these programs earlier.”
- Changing the perception of CTE from “vocational only” and/or “no college value” to prepare students to complete in a global economy.
- Investigating course delivery models to include online, hybrid (online and face-to-face) and concurrent session options.
- Investigating the issues around course selection that impacts CTE. The focus on the weighting of courses, honor designation and dual enrollment options were investigated.
- A plan to address these issues was developed and will be utilized to focus in the 2012-2013 school year. The plan includes restructuring our meeting format to include 20 – 30 minutes monthly for subcommittee work. Some suggested areas of subcommittee work focus:
  - Delivery Models – evaluating current models and providing suggestions on alternative delivery models incorporating possible blended learning, asynchronous/synchronous online learning, use of new technology, etc.
  - Communication - determining the current communication regarding CTE courses and developing suggestions on how to assure the CTE courses are familiar to all parties. Determining the weighted/honors courses and how CTE programs could potentially meet graduation requirements other than electives.
  - Course Selection – determine the potential options for the CTE.
  - Perception of CTE – looking at the perceptions of student, parent, FCPS staff, administration, business, post secondary institutions and community on what the courses provide and achieve.

CTEAC Meetings: May 2011 to May 2012

CTEAC continued its tradition of meeting at various Fairfax County Public School sites in order to experience the CTE environment first hand. By doing so, the members of CTEAC enjoy the benefits of meeting academy administrators, school principals, faculty
and most importantly, the CTE students.

<table>
<thead>
<tr>
<th>Date</th>
<th>Location</th>
<th>Program</th>
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<tbody>
<tr>
<td>September 22, 2011</td>
<td>Fairfax Ridge</td>
<td>Introductions; CTE Overview; endorsement of new courses, and review of our charge and mission statements</td>
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<tr>
<td>October 27, 2011</td>
<td>Marshall Academy</td>
<td>Presentation of the Family and Consumer Science program, introduction to the new Director of the Office of Professional and Life Skills, Year in Review</td>
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<td>November 17, 2011</td>
<td>Robinson Secondary School</td>
<td>Presentation of Marketing program, update Academic and Career Plan, CSI update</td>
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<tr>
<td>January 26, 2012</td>
<td>Fairfax Ridge</td>
<td>Report from Sandra Evans “School Budget” and Dr. Peter Noonan regarding the philosophy of “new core”/delivery systems of the future</td>
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<tr>
<td>February 23, 2012</td>
<td>West Potomac High School</td>
<td>Presentation by Technology Education, Camp CTE update, and review of CTEMS application</td>
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<tr>
<td>March 22, 2012</td>
<td>Chantilly Academy</td>
<td>Presentation by Health and Medical Sciences, draft Annual Report to the School Board, CTEMS vote, appointment of the Selection and Nomination Committee, review changed committee meeting dates for 2012-2013</td>
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<td>April 12</td>
<td>Fairfax Ridge</td>
<td>Working session focusing on Delivery models (online, hybrid, concurrent, transportation, pupil placement), Communication (publicity, single message), Course Selection (weighted courses, honor designation, dual enrollment) and Perception of CTE (vocational only, “no college value”). Timeline and plan developed for CTEAC activities</td>
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<tr>
<td>April 26, 2012</td>
<td>Residential Construction Site</td>
<td>Presentation by the Trade and Industrial programs, Annual School Board Report vote; Selection Committee and Nominating Committee reports, vote for Chair and Vice Chair</td>
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<tr>
<td>May 24, 2012</td>
<td>Herndon High School</td>
<td>Presentation by Business and Information Technology, vote on Virginia Department of Education Annual Progress Report</td>
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Outlook

The members of the Career and Technical Education Advisory Committee consider it a privilege to encourage and support the dedicated efforts of the FCPS School Board, the
FCPS Administration and the CTE staff toward the Career and Technical Education programs. To that end, the members of the Career and Technical Education Advisory Committee will continue to explore meaningful avenues in the following areas:

- The integration of the Academic and Career and Technical Plan into student’s goals and objectives.
- Continue to develop a communication plan to ensure awareness of CTE programs to students, parents, FCPS staff and administration, and the business community.
- Support the efforts of the CTE staff to develop communication methods and schedule models that would encourage greater school counselor participation in Camp CTE.
- Review and support the integration of the Sixteen Career Cluster concept in the career planning for all Fairfax County Public School students.
- Review and support the use of multiple delivery models for CTE programs to increase availability of programs to FCPS students.
- Develop and support a plan to change the perception of CTE programs to programs that prepare for the workforce, military, and/or continuing education in a competitive global economy.

Respectfully,