

WILLIAM M. DAVIES, JR. CAREER AND TECHNICAL HIGH SCHOOL
50 Jenckes Hill Road, Lincoln, RI 02865

Board of Trustees

Minutes of the Regular Meeting

June 02, 2011

Minutes were accepted at the September 9, 2011 Board Meeting.

I. Routine

A. **Call Meeting to Order**

At 8:22 a.m., Dr. Segovis, Chairperson, called the meeting to order.

B. **Roll Call of the Board**

Davies' Executive Assistant called the roll of the Board.

Members Present: Robert Boisselle; Raymond Chartier; Lawrence Gemma; Robert Halkyard; Carolyn Hebert; Carolyn Kyle, *Vice-Chairperson*; Paul Ouellette; James Segovis, *Chairperson*

Members Absent: Richard Beaupre; John Quinn; Robin Smith

Others Present: Victoria A. Gailliard-Garrick; Joanne Andrews; Cheryl Carroll; Bernie Blumenthal; Susan Paquin, Gerry Manning, Scott Conley

C. **Approval of Minutes**

Dr. Segovis asked for a motion to accept the April 7, 2011 minutes. Mr. Ouellette made a motion to accept the minutes; Mr. Boisselle seconded the motion and all were in favor.

Dr. Segovis asked for a motion to accept the May 12, 2011 minutes. Mr. Halkyard made a motion to accept the minutes; Mr. Chartier seconded the motion and all were in favor.

D. **Recess to Executive Session Pursuant to R.I.G.L. 42.46-5 (A) (1) and (2) to Discuss Pending Litigation and Personnel Issues**

A motion to recess into Executive Session was deferred until later on the agenda.

E. **Return to Regular Session**

Did not recess out of Regular Session at this point on the agenda.

F. **Opportunity for Audience to Comment**

No comments from the audience.

II. Business Agenda

A. Strategic Planning

No report given.

B. Finance Report – Cheryl Carroll, Business Office Coordinator

Report was given in Executive Session.

C. Human Resources Report – Joanne Andrews, H.R. Coordinator

No report given.

III. Informational Time/Program Updates

A. Director's Report

1) Davies Teachers' Association — Scott Conley, Vice President

Mr. Egan is still trying to change his vacation so that he can attend the meeting in July regarding opening up contract negotiations at the beginning of the third year into the current contract.

Regarding the Commissioner's visit, he feels she did not address the teachers' issues. All she talked about was the evaluation system. The teachers as an association are not that worried about it. There is a real disconnect on how the teachers perceive it vs. how she perceives it.

2) Davies Teacher Assistants' Association

No representation present.

3) 2010-2011 Senior Class Placements— B. Blumenthal, Partners in Education Coordinator

See Supplemental Material: "Davies Graduates: 2011 Placement Data as of 6/1/11 and "Graduate Survey 2011."

This is a survey that the School-to-Career Office conducts every year with the seniors and Mr. Blumenthal reports it out to the Board. The report he gives in June is a preliminary report. During the months of August or September, the office calls these seniors to re-survey them to see if their plans had changed since the time of the first survey. He then reports out to the Board a final report in October.

They ask them what their plans are upon graduation, college and are they accepted and if so, what major are they interested in pursuing. Are they interested in full-time work and if so, where and is it in their related field. Are they interested in going into the military? If they hadn't made any plans, they are asked if they anticipate pursuing a career in their related field sometime down the road.

This preliminary survey was conducted before the final grades were completed. Another column of data was added to the report as a result of a trustee's recommendation. He was interested in knowing how many of those going onto post-secondary education were enrolling into courses related to their field of study. Out of 61% of the seniors going onto post-secondary

education and training, 39% of them are pursuing coursework in their tech area.

On the second page of the supplemental material, there is a data comparison over the last five years. After the second survey is conducted, these 2011 numbers should get better. What is surprising is the increase in the number of students going into the military at 11%. In the previous four years, 4-5%. Why? Because some students didn't know what they wanted to do so they thought going into the military was the right thing to do. Perhaps it is because they have a lot of successful role models here at the school who come back. We have a very aggressive military recruitment program here. One of our best students who did very well in our Pharmacy Tech internship and CVS wants to hire him, yet he wants to go into the military.

What always bothers Mr. Blumenthal is the constant 23-25% of the undecided each year. Every year he talks about what can we do to change this? Mr. Chartier asked if most of it is financial; "I have to go to work, but I really want to do this." Mr. Blumenthal didn't see anything relating to economics. What he sees is, "I am not quite sure what I want to do."

Mrs. Gailliard-Garrick asked if the students in Electrical know about CCRI's apprenticeship program that she has a few scholarships to offer. Whether the students know about it or not, none of them have shown an interest in moving into any electrical field. We have a large number of students in the Electrical program and they are not interested in continuing in the field; that is a concern of the Director's. Dr. Segovis asked we need to do is something motivational, give them a vision of the future for them?

What Mr. Blumenthal sees a lot here is the students in their junior year want to change career paths but they are locked into the technical area they are in. This is why there isn't much interest in co-ops. Mr. Gemma would like to see data on the alumni. How many graduates eventually go into their technical field 10 years down the road? Mr. Ouellette liked the survey form, but he asked about the follow-up calls. Are there several attempts, six months, nine months later? No, they just do not have the time. The School-to-Career Office can put it in their work plan, but once school starts, it becomes difficult to do. He would like to begin using e-mail because as time goes on they move; their phone numbers change.

Dr. Segovis ended this discussion by saying that we have to strategically come up with a transitional plan for these kids because if they do not continue in their technical field it becomes harder for us to argue our case to the legislators when asking for more money.

- 4) **2010-2011 Technical Certifications** – *Gerry Manning, Supervisor of Technical Instruction*
(See Supplemental Material: "William M. Davies, Jr. Career and Technical Industry Certifications," "William M. Davies, Jr. Career and Technical Industry Certification 2011," and "Total Modules Passed for Electrical Seniors")

Mr. Manning explained the three documents that were distributed. One is this year's certification data, the other one is a comparison of the last five years, and the third one has to do with NCCER modules for Electrical. He did not go over the entire document, but he did point out and explained some of the critical areas. CIS in the five year document with the IC3 certification, they didn't do as well this year as they did last year. The Administration had met with CIS several times over this last five-year span. The IC3 is really a basic certification and if they are not meeting the requirements for this one how are they going to meet those for a security type certification. This is a critical year for them because as the funding gets tougher and we have to determine which programs continue, we might have to restructure that program like we did with the Building Construction Trades if we don't get the results we are looking for. Because there were some testing issues, some of the students will be retaking the certification exam so this number may go up, but in any event, the program still has some problems.

In Automotive, numbers went down in SPII and ASE due to issues with the sophomore teacher who decided to go back into retirement. Mr. Haining has been holding the torch for all three classes. He focused on the theory and filling in the gaps that they needed to do to get those students where they needed to be for the certification. The "N/As" are on the report because they are in the midst of changing the technology from solvent-based to water-based. Valvoline Motor Oil is a new certification and the teachers are trying to correct a problem. The certifications are mailed directly to the student's home address. They have been asked over and over again to bring them into school. The certifier believes it is a breach of confidentiality to mail them directly to the teacher. The teacher feels the numbers are a lot higher than they are. Hopefully we can circumvent this for next year. Automotive will be adding three new certifications next year dealing with hybrid technology.

Business Technology is pretty much on track as it has always been. In Cosmetology 4 of the 8 students have passed the state boards. The other four are scheduled to re-take the test the week following this board meeting because there were some problems with it the first time around. Mr. Manning expects those numbers will be 90-100% as usual.

In Electrical, 50% is certified in Core Curricula which is better than last year and 10% in NCCER Level 1 which is down from last year. The students are completing the required modules in the curriculum and Paul McConnell who takes care of NCCER for all of RI thinks these numbers are phenomenal. The industry and higher education look at these numbers very positively. Even though Paul McConnell said the number of modules passed is very good, we will still strive for Core Curricula and NCCER Level 1 because it is what CCRI and the Board looks at and Davies is integrating the certifications into the grading policy. You have a student who doesn't pass something in their sophomore year and doesn't worry about it because s/he advanced to the next grade. Now it's senior year when solar and alarm systems are being covered, the teacher has to go back and fill in the gap of Level 1 that the student should have passed two years prior and not teach to his senior curriculum. That is where Electrical is at; this is the problem.

Mr. Manning and Mrs. Gailliard-Garrick have sat down with a number of shop teachers because this is a major concern of hers. Their curricula is designed by grade level so we can look at what the performance measures are. Are they measuring what they are actually instructing? What are the benchmarks? Once we identify the areas that they are not doing well in, within that department, these teachers are going to pull them out and re-teach these skills because they have to meet these certifications requirements. We have to submit performance targets of these technical areas to RIDE so this is a real concern.

We are looking at, for all the shops, redesigning the curriculum based on the Schooling by Design format that Mrs. Gailliard-Garrick briefly reported on at the last Board meeting. There will be

benchmarks and performance targets in place to help us identify the areas that we need to work on. It is all about accountability now along with all the changes that are coming on career and technical education.

Mr. Boisselle added there is another piece to this. We are concerned that the Electrical students don't seem to be interested in pursuing an Electrical career by going into an apprenticeship program. One of things that we got passed in the legislation a couple years ago is, if a student comes out of the Electrical program and have the Core Curricula and NCCER Level 1, when they become an apprentice they can skip all of that and go right into Level 2. They still have to get 8000 hours of on-the-job training; they are going to be an apprentice for 4 years, but the first year they will be doing Level 2. By the 4th year, they will not have to go to school at night. They will just be getting on-the-job training. If there is a way of getting that message across to the students that could be the motivation for them to make sure they have the core and Level 1 modules done. They get kind of a free ride when they get to apprenticeship school. If they don't have the modules down and they get to apprenticeship school, they will have to start all over at Level 1 and do the core again. This is the incentive. Another incentive is every year Davies gets four scholarships from its partnership with CCRI.

Mr. Gemma added that the other problem is when he was in 10th, 11th grade, he didn't know what he wanted to do. So it is about building a foundation for these kids regardless what field they want to go in and give them the skills to be the best that they can be when they do finally decide what they want to do.

In Electronics, we purchased the ISet ESA 1-4 study guides through Perkins funding to help the students with this certification. The harder ESA 1-3 tests are taken in their sophomore year so the numbers on this report reflect the test results prior to receiving those study guides. Based on those results was the reason why we decided to purchase them. These numbers should improve as well. The easiest test, ISet ESA 4, is taken in their senior year based on senior curriculum.

In Hospitality, we had a number of students doing ProStart and doing well in passing the practical tests, but they were not getting the number of hours needed for certification. The students just took the test and right now the preliminary looks like 8 out of 8. The results are not in yet; however, one of the 8 students had the required number of hours. We are now administering the NOCTI because it does not require the hours.

Lastly, in Building and Construction Trades, we had much higher numbers looking at the Core and NCCER based on the previous instructor. Paul McConnell, Mr. Esser, and Mr. Manning talked about the results of those certs and decided to throw those results out because of the skill sets the students have couldn't match up with what the previous instructor said they had. The teacher, Mr. Esser, came back and is trying to rebuild the program and pretty much started from scratch with teaching the students the skill sets. This is why the numbers are what they are in this program.

Mrs. Kyle asked if we have compared these results with other C&T schools so that we know where we are with these certifications. Are we ahead or do we need to ramp-up?

5) Follow-up Commissioner's Visit – May 18, 2011–
V. Gailliard-Garrick, Director
Report not given.

6) **Graduation – June 7th, 6:30 p.m., CCRI-Warwick –**

V. Gailliard-Garrick, Director

We are still looking for a speaker from the Board. Mr. Gemma volunteered his brother if he is available. Maybe Mr. Gregory, but he has another commitment. The Director keeps the ceremony down to one hour. If Mr. Gemma speaks, then the Director will only do quick opening remarks.

7) **NEASC Update - V. Gailliard-Garrick, Director**

The Five-Year Focus Visit is scheduled for October 3-5, 2001. We are on target with the preparation. In September, V. Gailliard-Garrick will give a full update on where we are in the preparation for this visit. It will be nothing like the Decennial Reaccreditation Visit when the Board had to be at the opening dinner and be available for interviews. We had to submit a 2-Year Progress Report on the status of their recommendations, so this focus visit is a status evaluation since the progress report.

Recess to Executive Session Pursuant to R.I.G.L. 42.46-5 (A) (1) and (2) to Discuss Pending Litigation and Personnel Issues

At 9:15 a.m., Dr. Segovis asked for a motion to recess into Executive Session. Mr. Ouellette made the motion to recess into Executive Session pursuant to R.I.G.L 42.46-5 (A) (1) and (2) to discuss pending litigation and personnel issues; Mrs. Hebert seconded the motion; and all were in favor.

Return to Regular Session

At 9:41 a.m., Dr. Segovis asked for a motion to recess out of Execution Session. Mr. Boisselle made the motion to recess back into Regular Session; Mr. Gemma seconded the motion; and all were in favor.

Dr. Segovis asked for a motion to seal the minutes of the Executive Session; Mr. Ouellette made the motion to seal the minutes of the Executive Session; Mrs. Kyle seconded the motion; and all were in favor.

8) **Other**

Mr. Boisselle: He informed the Board that ABC of RI is having its 4th Annual Harvey Simms Memorial Golf Tournament on July 11th, at the Quidnessett. Lunch will be at 11:30, the tournament follows, then there will be a dinner. Invitations/brochures were sent out to the Board. The funds go toward scholarships of which some are awarded to Davies electrical students. Mr. Boisselle is hoping to increase the interest this year and hoping to double the scholarships for next year. He wants to give two-\$500 scholarships and one-\$1000 scholarship.

V. Adjournment

At 9:44 a.m., Dr. Segovis asked for a motion to adjourn and all were in favor.