

Welcome!

DACCTE Meeting and Professional Development



DACCTE

Delaware Advisory Council on Career & Technical Education

Please enter your
name and school email
into the chat
so we can give you credit
for attending the PD.
Thanks!

Updates from DACCTE

Chris Stahl - Executive Director



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Delaware Advisory Council on Career & Technical Education

Updates from DOE

Jonathan Wickert - DOE CTE Director



DACCTE

Delaware Advisory Council on Career & Technical Education

Bringing New Life to Local Advisory Committees

Professional Development Workshop



DACCTE

Delaware Advisory Council on Career & Technical Education

Overview:

- ▶ Laws & Codes Mandating Advisory Committees
- ▶ Purpose & Benefits
- ▶ Basics
- ▶ Starting a Local Advisory Committee
- ▶ Resources



What laws or codes mandate we should have Advisory Committee's?



- ▶ Federal Law- “Strengthening Career and Technical Education for the 21st Century Act of 2019” (Perkins V)
- ▶ State of Delaware Laws and Codes- Delaware Administrative Code Title 14 Education- Section 500 Curriculum and Instruction- Sub Section 525 Requirements for Career and Technical Education Programs of Study. Within 525 sub section 4.2.2.5.
- ▶ Within these two laws you will find that School Districts are to have a Perkins Advisory Committee and individual programs/schools should have a Local Program Advisory Committee.
- ▶ For the purpose of this power point tutorial, I will focus on a “Local Program Advisory Committee”

Purpose & Benefits

- ▶ Local Advisory Committees are required as part of a total CTE Program and accepted as part of receiving funds from previous mentioned legislation.
- ▶ These committees should “ADVISE” the program/school on current job needs, trends, skill updates, curricular updates, early career opportunities for students (WBL, Apprenticeships, etc.).
- ▶ Advocate for all CTE Stakeholders (students, teachers, administration).
- ▶ Serve as a vital link between business, labor, industry, education, and the community.



Membership

(Include the following , but not limited to)

- ▶ CTE Teachers
- ▶ Academic Teachers
- ▶ CTE/Curriculum District Coordinators
- ▶ School Counselors
- ▶ Business/Industry Representatives
- ▶ Labor Representatives
- ▶ Postsecondary Partners (two and four-year)
- ▶ Parents
- ▶ Community Stakeholders
- ▶ The group should be reflective of the community and account for broad stakeholder engagement.

Don't forget about your local Chamber of Commerce and Legislators

DACCTE is happy to serve on your advisory committee



Number of Members, Appointment, and Term



- ▶ The size of the group can be determined by the needs of the area to be served. Balanced representation is most important.
- ▶ Appointment of members by official action of the school board is **recommended**.
- ▶ Length of term should be decided by the Local Education Agency (LEA)
 - ▶ For **Example**-
 - ▶ 1/3 membership for 1 year
 - ▶ 1/3 membership for 2 years
 - ▶ 1/3 membership for 3 years

Pause and Think!



Take 4 minutes to start writing down a list of community members you would like to invite.

- ▶ Tip: Use the Advisory Committee Contact List that is in the files to type your names



Meetings



- ▶ Meetings should be scheduled as needed, at a convenient time with proper early notification. Members should be provided with a tentative agenda and materials for review prior to the meeting.
- ▶ Meeting notes should be kept and used for documentation purposes.
- ▶ It is recommended to convene 2 meetings per school year.

How to start a Local Advisory Committee



- ▶ Decide how you want your advisory to be structured
 - ▶ Program, school wide or district wide
- ▶ Set the date for your committee meeting
 - ▶ Ask to make it part of a PD day if your district allows
 - ▶ Ask district if your committee meeting could be PD hours
- ▶ Start building your advisory list and send out save the dates

Have an idea of what you want before talking to admin

Look at your school calendar to find a PD that could work!

Food For Thought:

- ▶ Promote your program and students whenever you can
 - ▶ Have student representatives from all or multiple pathways to welcome advisory members and potentially speak if willing
 - ▶ Have a slideshow of photos, video, student work while advisory committee members are entering the area



Resources

- ▶ [Program Advisory Handbook](#)
- ▶ Example Resources for you:
 - ▶ Committee Contact List
 - ▶ Save the Date
 - ▶ Invitation
 - ▶ Meeting Agenda
 - ▶ Advisory Presentation
 - ▶ Program Specific Agenda
 - ▶ Advisory Member Input Survey

Please email cailtin.rozell@delaware.gov if you need any of the examples emailed to you.



Contact DACCTE



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