

**Essex Technical High School
562 Maple Street
Hathorne, Ma. 01937**

Program Advisory Committee Minutes

Program: Landscape and Turf Management **Date:** October 17, 2017

Instructors: Tim Graham, Jillian Plante

Members Present:

Committee Chairperson: Billy Butts

Students: Bryce Marques

Parents: Bob Marques

Industry Members: Billy Butts, Bill Freiteg, Jake Marshall, John Marshall, Anthony Cina, Andrew Langlois, Andrew Travers, Drew Gagnon, Lisa Grannimo, Greg Cormier

CTE Director: Kathleen Holman

Principal: Brad Morgan

Subject: Minutes - The Advisory Board discussed the minutes from the spring meeting on 3/1/17. The minutes were accepted

Subject: Quality Assessment Tool

All committee members were made aware of the new quality assessment tool. The committee was made aware that we will be trying to implement the assessment tool this year.

Subject: Curriculum Bias Form

The committee was shown the curriculum bias form and had it explained to them. The committee and the teachers then discussed the form including looking through relevant resource materials. After a discussion the form was filled out. The completed form can be found in the folder labeled Landscaping Program Advisory Committee Meetings.

Subject: Programmatic Review Form

The committee was shown the curriculum bias form and had it explained to them. The committee and the teachers then discussed the form. The committee found the shop neat and orderly with all safety requirements in place. The only concern that the committee raised was about adequate ventilation for when students were doing inside projects. The teachers explained that a new ventilation system was budgeted for this year already.

Subject: Update On Program - Curriculum

Chairperson Billy Butts proposed the question to the advisory board; "What are the essential skills that we would like new employees to have"?

After lively discussion the board broke their desires down into two categories, landscape maintenance and landscape construction.

For maintenance the board believes that these are a list of the essential skills;

- Being able to operate a variety of equipment including, string trimmers, push mowers, backpack blowers, walk behind mowers and riding mowers.
- Being able to properly perform a "Spring clean up" including; how to properly weed, edge a bed and spread mulch.
- Being exposed to a complete turf grass program, including; all of the physiology of turf, all pest ID, mowing, fertilization

Tim Graham informed the group that these wants were already the basis for sophomore year curriculum and he was actively teaching these. The committee then asked Tim if he was having any issues with this. Tim informed the group that the continuing issue he was having was that the grounds of Essex Tech have very few large open areas for him to train new students on riding and walk behind mowers on. He then informed the group that the class now had permission to mow the athletic field, but that there was only one mower that was permitted to cut the athletic fields. Tim expressed that he was frustrated because he didn't feel that he was able to teach that part of the curriculum at the level he wanted to. The committee agreed that it sounded frustrating and agreed that they would all help think of a solution.

For landscape construction the board believes these are a list of the essential skills;

- Being able to plant properly
- Being able to do basic plant lay out
- Being able to identify different plants
- Being able to prune

Jillian Plante informed the group that these were already the basis for junior and senior year curriculum. The committee then ask Jillian if she was having any issue with this. Jillian informed the group that the issue she was having was finding an on campus area to do these type of projects. She informed the group that she has asked permission to use the piece of land located between the EE building and the Middletown baseball field. She then told the group the she was told that that piece of land was being used to grow hay for the cows. The group then asked about reworking some of the existing beds on campus. Jillian said that she could use what's there for pruning and ID and she would look into seeing if beds could be redone. The committee all agreed that a designated area for planting and pruning was needed.

Subject: Additional topics: The committee asked the two teachers why the subject of hooded sweatshirts was brought up during the introductory meeting. The teachers informed the committee that that the new school policy was that hooded sweatshirts were not to be worn while working in the CTE programs. The committee all said that hooded sweatshirts were part of all of their company's dress code and asked why the school had implemented this policy. The teacher informed the committee that if they have questions on the policy that they should ask an administrator for clarity.

Subject: Adjournment – The meeting adjourned at 8:15 PM.

