

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

Program Advisory Committee Minutes

Program: Landscape and Turf Management Date: October 18, 2018

Instructors: Tim Graham, Jack Domoracki

Members Present:

Committee Chairperson: Billy Butts

Students: Bryce Marques, Jordan Marshall

Parents: John Marshall, Bob Marques

Industry Members: Billy Butts, Jake Marshall, Anthony Cina, , Mike Semenchuk, Joe Szczechowicz, Alexandra Douglas, Bill Freitag, Scott Parisi, Brittany Malgeni

CTE Director: Kathleen Holman

Principal: Shannon Donnelly

Subject: Minutes - The Advisory Board discussed the minutes from the fall meeting on April 5, 2018. The minutes were accepted

Subject: Review of Shop/Laboratory Facilities and Equipment:

See inclosed documents

Subject: Annual Programmatic Review:

Completed by Tim Graham and Bill Butt

Subject: Freshman and Sophomore Curriculum

Tim Graham talked to the committee about freshman and sophomore curriculum. Tim told the group that the third group of freshman exploratory had just begun. He discussed how he always tries to expose the students to both landscape maintenance and construction during the week. He also spoke about the grading process and how he usually leaves the last day of the cycle for the written reflection, written assessment and final clean up. On the sophomores he spoke about how they were predominantly studying turf for their related part of class. He then talked about about how the students were learning riding mowers and working on the softball field install in the lab portion of class.

Subject: Junior and Senior Curriculum

Though design, a majority of the night was spent on this topic. The committee was very excited to meet Jack and hear about his vision for the junior and senior curriculum. Jack began by giving a detailed description of his experience in the landscape industry. He then began to discuss where he planned on taking the program. Jack spoke about emphasizing a curriculum that was heavy on project based construction, including all aspects such as; plant installation, plant identification, site work and hardscaping. He also believes that it is equally important to

expose the students to the business aspect as well; such as how to order proper amounts of material, figure man hours, price a job and be able to create a landscape design. The committee agreed with Jack on what he thought was important to be emphasized. At this time the discussion turned to how to make Jack's vision a reality. Jack spoke of a need for a lot of new construction based equipment. He began to verbally list what he thought was needed. Chairman Billy Butts asked Jack to put the list in writing and submit it as part of the minutes (see inclosed list). When asked if there was anything else that was needed at this time, Jack spoke of wishing there was a place on campus that could be designated as a practice area for machine operations.

Subject: New Business-Career Fair

In the continuous desire to help students gain employment, the teacher and committee began a discussion on hosting some sort of career fair at the school. This was just the initial discussion, it was more of a brain storming than anything else but some of the ideas where to: designate a day in the winter for companies to come in to school and set up a booth/small presentation on their company and/or create poster and/or handouts that talked about your company with an emphasis on where the company was located so that students knew who was near their home. Everyone agreed that this was something that needed to happen. At this point the discussion changed and the subject of open house came up. Chairman Billy Butts spoke about how he came to open house last year and had the opportunity to talk to many parents of prospective students about all the opportunities that a career in landscaping has to offer. Several other committee members thought it was a great idea and agreed to come by open house and be available for this.

Subject: New Business-Recommendations for Future Framework Alignment:

At this time new business was brought up. Jack and several members of the committee commented that they would like to see Low Voltage Night Lighting taught as part of the class as it has become very popular in the industry. Tim reminded them that it was not part of the frameworks, but that it could be taught as long as all the frameworks were covered first. The discussion then lead to if it should be added to the frameworks during the next revision. Both teachers agreed that they would look into it. The discussion then lead to if snow removal was taught in class and should it be. Tim then told the group that it wasn't part of the frameworks or curriculum because that school had to be plowed out before the students came to school in order for school to open. It was discussed then that Jack could possibly do some of this in an out of the way area with his upperclassmen.

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