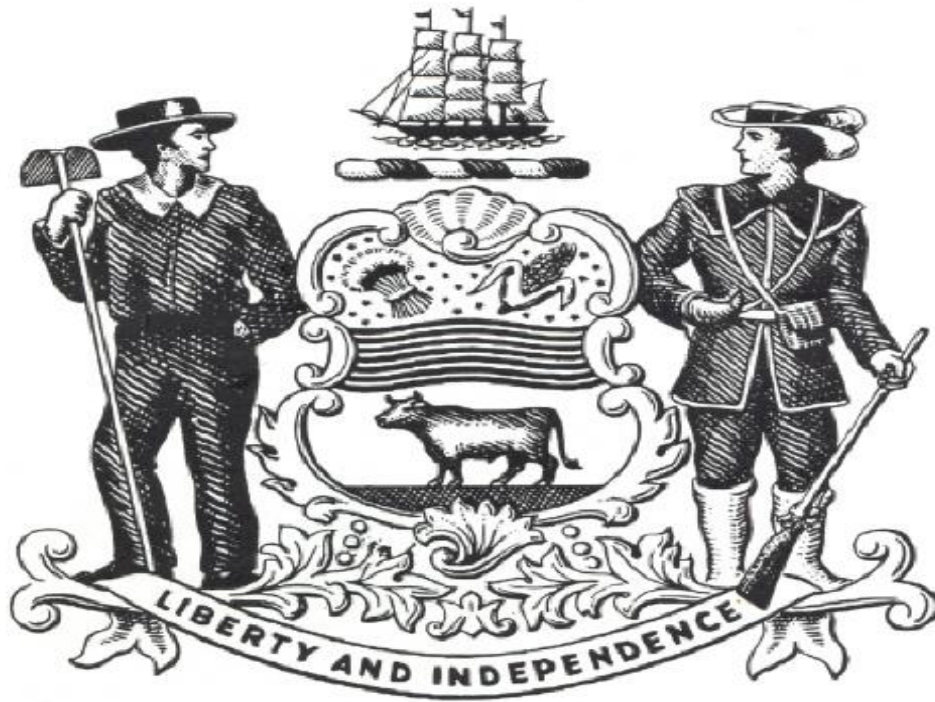

Joint Legislative Oversight and Sunset Committee



**Delaware Advisory Council on Career
and Technical Education**

2019 Draft Report

April 2019

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A NOTE ABOUT THIS DRAFT REPORT

The information provided in this report is taken from the Joint Legislative Oversight and Sunset Committee (“Committee”) Performance Review Questionnaire, as it was completed by the agency under review. When appropriate, the Analyst who prepared this report made minor changes to grammar and the organization of information provided in the questionnaire, but no changes were made to the substance of what the agency reported. Any points of consideration which arose in analyzing the questionnaire and compiling this report are addressed in the section titled Additional Comment from the Committee Analyst. It is the intent of the Analyst to make any substantive changes which may be required, as the result of findings made through the review processes, in the final version of this report.

The statutes governing and applying to the agency under review are included as Appendices to this Draft Report. They are included only as a reference for Joint Legislative Oversight and Sunset Committee members, and may not be included in the Final Report.

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AGENCY HISTORY

In 1963, the federal government adopted the Vocational Education Act providing federal funds for the redirection and expansion of vocational education programs. The Vocational Education Amendments of 1968 stipulated that each state establish a State Advisory Council on Vocational Education to be eligible to receive federal funds for vocational education. In 1969, Delaware complied and established the Delaware Advisory Council on Vocational Education.

In 1973, the Delaware General Assembly formally recognized the work of the Advisory Council and expanded its role to include career education programs. It established the Delaware Advisory Council on Career and Vocational Education (“DACCVE”) in Title 14, Chapter 86 of the Delaware Code.¹ Volunteer representatives from business, industry, labor, and other special populations were responsible for evaluating and advising on matters pertaining to vocational education programs and the employment needs across the state.

In June 2005, House Bill 71 was enacted, amending the name to the Delaware Advisory Council on Career and Technical Education (“DACCTE”).²

The Carl D. Perkins Career and Technical Education Act of 2006 provides federal funding for career and technical education (“CTE”) to the states on an annual basis. In the last 5 years, through this grant program, Delaware has received:

- FY 15: \$4,725,500
- FY 16: \$4,725,040
- FY 17: \$4,723,551
- FY 18: \$5,114,664 *estimated
- FY 19: \$5,458,959 *estimated

DAACCTE is an independent agency composed of volunteer citizens appointed by the Governor from both the private and public sectors throughout the State. Membership includes representatives from business, industry, labor and trade organizations, the National Guard, and educators representing secondary and post-secondary institutions.

JUSTIFICATION AND NEED FOR EXISTENCE

Before DACCTE’s establishment in 1969, Delaware had few vocational-technical programs available, with limited financial resources and no independent advocacy group. Beginning in 1970, DACCTE aided in the development and passage of legislation and various policy initiatives that increased financial and other resources to vocational education programs and teachers across Delaware.³

¹ See Appendix A for governing statute.

² Unless otherwise noted, “DACCTE” is used throughout this report to refer to either DACCVE or DACCTE.

³ See the “Accomplishment” section on page 16 for bill numbers and additional information.

In 1982, the State Board of Education adopted a policy, drafted and recommended by DACCTE, which mandates for formation and utilization of advisory councils for local school vocational programs (“LACVE”). These local councils are composed of representatives from business, industry, and labor who provide expertise and involvement with vocational programs in Delaware schools. DACCTE has provided technical assistance while developing and disseminating printed and audio visual materials to local advisory councils to aid in maintaining their effectiveness and efficiency.

In 1986, DACCTE members from the private and public sectors served on Governor Castle’s Task Force on Vocational Education, while DACCTE staff provided technical assistance and support. The task force made policy recommendations to the Governor, General Assembly, and State Board of Education, including the elimination of the “general track,” state financial support for and expansion of career guidance and vocational counseling.

Subsequently, the State Board of Education officially impaneled DACCTE as the group responsible for monitoring progress on the implementation of the recommendations of the task force. DACCTE conducted independent research and submitted its findings and conclusions to the State Board of Education. Following the recommendations of the task force, DACCTE members and staff provided technical assistance to high schools throughout the state in eliminating the general track and implementing sequential programs in vocational-technical education.

Between 1988 and 1990, DACCTE recommended and supported the conversion of Kent and Sussex County Vocational-Technical School districts from shared-time to full-time, comprehensive vocational districts to the State Board of Education. DACCTE developed, funded, and conducted curriculum development and in-service activities for teachers, administrators, and counselors to develop and validate state standards for all major vocational program areas. DACCTE provided input, member representation, and supported the work of the State Framework Commissions for Career and Technical Education that developed state standards for program areas. DACCTE recommended and the State Board of Education adopted a policy to provide salary credit to vocational teachers for experience in directly-related employment.

In 1989 and 1990, DACCTE sponsored informational articles on vocational education student organizations and Delaware-specific career and technical education issues in EYE Magazine and Career Success Magazine. Additionally, DACCTE produced 10 30-second television messages discussing partnerships between business and CTE that were aired on cable television in all three counties. A follow-up print media campaign was established.

Since 1990, DACCTE has recognized excellence and outstanding contributions in the field of vocational education on an annual basis with its statewide awards and recognition program. DACCTE recognizes individuals and organizations who have made contributions to CTE in 3 categories: a business, agency, labor union, or trade association; an individual from the private or public sector; and 12th grade CTE students. Information and criteria are sent to various target groups including superintendents, high school and charter school principals, CTE staff at the Department of Education, DACCTE members, and teachers statewide. Recipients are honored at a ceremony in Dover each June.⁴

In 2006, DACCTE members served on the State Task Force to Increase Graduation Requirements. The State later adopted additional programs in CTE pathways.

⁴ See Appendix F for information materials on DACCTE’s annual awards program.

DACCTE continues to conduct on-site monitoring visits of CTE programs in the secondary schools on a regular basis as charged by the General Assembly. Information materials regarding the purpose and procedures are sent to district superintendents and school principals. These include an introductory letter and a program monitoring brochure. Department chairs and teachers are sent questionnaires regarding program rules and regulations to be discussed during the visit. According to DACCTE, these on-site monitoring visits provide vital information as programs of study and career pathways are created and expanded often with changes in curriculum, personnel, funding, and equipment.⁵

DACCTE leads the review process if a district requests a waiver on the use of CTE funds. The Executive Director is one of three people required to approve any waiver requests after the review is conducted.

DACCTE sponsors 2 annual, statewide professional development workshops for all CTE teachers, counselors, and school administrators. Information, rules, guidelines, and resources are provided on educational issues including funding, curriculum, development, federal and state laws and mandates, and other relevant topics. Attendees receive state professional development credits. In 2016, there were 59 attendees at both the spring and fall workshop. In 2017, 54 attended the spring workshop with 51 attending the fall. The spring 2018 workshop had 58 in attendance.⁶

DACCTE believes that CTE must be continuously evaluated by objective persons engaged in various occupational fields to ensure the instruction provided in schools is relevant, requiring constant review and revision of curriculum and standards. This assessment, from various segments of the community, assures all sectors are continuously served. With Delaware in the process of developing, refining, and implementing career pathways and programs of study in occupation areas, an independent advisory organization should continue to advocate for professional development for teachers, administrators, and counselors.⁷

JOINT LEGISLATIVE OVERSIGHT AND SUNSET COMMITTEE REVIEW HISTORY

The Joint Legislative Oversight and Sunset Committee (“JLOSC”) last reviewed DACCTE in 2002-2003.

Following JLOSC’s 2002-2003 review of DACCTE, then-named the Advisory Council on Career and Vocational Education, the subsequent recommendations were adopted:

1. The ACCVE will recommend to each school district that completion of the Senior Project should be a requirement for all students enrolled in vocational technical high schools.
2. The ACCVE must follow the requirements of the Freedom of Information Act when posting public meeting notices. This includes, advertising the meeting notice in two newspapers, and identifying the meeting place and agenda.
3. The ACCVE should post public meeting schedules on its website.
4. The ACCVE must develop annual reports for distribution to the Joint Sunset Committee and the House and Senate Education Committees.

⁵ See Appendix E for information materials on DACCTE’s on-site program monitoring.

⁶ See Appendix G for information materials on DACCTE’s professional development workshop.

⁷ See Appendix B for DACCTE’s organizational chart.

5. Legislation updating 14 *Del. C.* § 8603 to reflect that the ACCVE is not required to submit annual evaluation reports to the U.S. Commissioner of Education.⁸

MISSION, GOALS, OBJECTIVES, & AUTHORITY

DACCTE's mission and purpose is to strengthen and enhance CTE delivery system and recommend policies and initiatives to improve the quality of the CTE programs and services in the State.⁹

DACCTE's goals and objectives are:

- Recommend policies the State of Delaware should pursue to strengthen and expand CTE.
- Review and monitor CTE programs, services, and activities throughout the State.
- Advise the State Board of Education and the Department of Education on the development and amendments of the State Plan for CTE required by the federal Perkins Act.
- Provide technical assistance to local school districts and agencies to improve and enhance the CTE delivery system.
- Develop and sponsor professional development workshops and activities for teachers, administrators, and counselors.
- Provide support to improve and expand the services and activities of CTE student organizations.
- Conduct an annual awards program to recognize and promote business, agencies, students, and other individuals for excellence in CTE.
- Provide resources and assist in the development of career information for administrators, teachers, counselors, and the general public.

DACCTE's Board members and staff monitor these goals and objectives at the end of the year to determine degrees of success. In addition, DACCTE approves and submits its strategic plan, including objectives and activities, in conjunction with the State's Budget Office strategic planning process and the Joint Finance Committee's process.

DACCTE COMPOSITION & STAFFING

Composition:

DACCTE's governing statute establishes a minimum of 11 members, appointed by and serving at the pleasure of the Governor.¹⁰ Currently, 14 members serve on DACCTE and meet the qualifications under § 8602, Title 14, which requires at least 1 member to represent each of the following:

- Knowledgeable about the vocational needs and the problems of management and labor in the State.
- Industrial and economic development agencies.
- Institutions of higher education.
- Institutions which provide CTE programs and training.
- Knowledgeable about programs in CTE
- School boards.
- Knowledgeable about students with special needs.

⁸ Analyst's Note: See Appendix H for DACCTE's December 2003 memo to the JLOSC outlining compliance to the Committee's recommendations. Further information regarding compliance to recommendations 2 and 3 can be found under the Freedom of Information Act Compliance section on page 14. As of this draft, recommendation 5 has not transpired.

⁹ See Appendix C for DACCTE's Articles of Organization.

¹⁰ See 14 *Del. C.* § 8602 in Appendix A.

- Business and industry familiar with current and projected employment opportunities.
- CTE student organizations.
- The Delaware National Guard.
- The general public, with an interest in public education.
- Chair must represent the private sector and be selected by DACCTE members.

Potential members must complete the application form from the Governor’s office requiring confirmation that they have no conflicts of interest with the appointment. According to DACCTE, there has not been an issue with conflict of interest with any current or past members.

Two vacancies occurred in September of 2018, when the Governor rotated 2 members off DACCTE. As of April 2019, the process to fill those vacancies is underway. Currently, DACCTE is missing a qualifying member who is knowledgeable about students with special needs, a representative of a school board, and a representative of the Delaware National Guard¹¹

Compensation:

Members are not compensated for related expenses or services provided.¹²

Member Trainings:

Newly-appointed members received a mandatory orientation and training related to DACCTE’s mission and operations, and information related to CTE in Delaware.

Staffing:

DACCTE may obtain staffing necessary to carry out its duties and responsibilities. DACCTE employs 2 full-time exempt employees: an executive director and administrative assistant.¹³ DACCTE has 1 casual/seasonal employee. An additional full time position has remained vacant due to budget cuts and the temporary hiring freeze.

Training opportunities for the executive director and administrative assistant include the following: PHRST, FSF, pension, information technology and security, and classes provided through the Delaware Learning Center as required.

DACCTE Staff:

Staff Member Name & Title	Responsibilities	Percentage of Time Devoted to Responsibility
Dr. Manera A. Constantine, Executive Director	Accomplish DACCTE mission, goals and objectives directed by the Council. Direct and approve all programmatic, fiscal, and operational activities of the agency and staff.	100%
Janet S. Nichols, Administrative Assistant	Fiscal responsibilities, payroll, benefits and human resources; office manager duties.	100%

¹¹ See Appendix D for the list of members, appointment dates, and member type as of October 2018.

¹² See 14 *Del. C.* § 8605.

¹³ See *id.* at § 8606.

Interest Groups:

Interest Groups (Groups affected by DACCTE actions or represent others served by or affected by DACCTE actions)		
Group or Association Name/Contact Person	Address	Phone Number Fax Number Internet Address
DE Department of Education Luke Rhine, State Director, CTE Lisa Stoner-Torbert, Policy Advisor, CTE	Townsend Building 401 Federal Street, Suite 2 Dover, DE 19901	(302) 735-4015 www.doe.k12.de.us
DE Department of Labor Kristie Manley, Compass Editor George Sharpley, Director OOLMI	4425 North Market Street Wilmington, DE 19802	(302) 761-8064 dol.delaware.gov
Associated Builders & Contractors Ed Capodanno, President	31 Blevins Drive, #B Airport Industrial Park New Castle, DE 19720	(302) 328-1111 www.abcdelaware.com

National Organizations or Other Government Entities (that serve as an information clearinghouse or regularly interact with DACCTE)		
Group or Association Name/Contact Person	Address	Phone Number Fax Number Internet Address
Association for Career and Technical Education (“ACTE”)	1410 King Street Alexandria, VA 22314	ACTEonline.org
Jobs for America’s Graduates (“JAG”) – Ken Smith, President	1729 King Street, Suite 100 Alexandria, VA 22314	(703) 684-9479 www.jag.org
Jobs for Delaware Graduates (“JDG”) – Sen. Nicole Poore, President	381 W. North Street Dover, DE 19904	(302) 734-9341 jobsdegrads.org

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Industry or Trade Publications		
Group or Association Name/Contact Person	Address	Phone Number Fax Number Internet Address
TECHNIQUES – Connecting Education and Careers – monthly publication SMART BRIEF – Career Tech Update – online daily	Association for Career and Technical Education ("ACTE")	ACTEonline.org
DE Department of Labor Monthly Labor Review – Office of Occupational, Labor Market Information – George Sharpley, Director	P. O. Box 9965 Wilmington, DE 19809	(302)761-8060 LMI.delawareworks.com

ENACTED LEGISLATION IMPACTING DACCTE

State Legislation

July 1973: [HS 1 for HB 308, 127th General Assembly](#) – Established the Delaware Advisory Council on Career Education, DACCTE's predecessor.

June 2000: [SB 385, 140th General Assembly](#) – Required specific allocation of funds to support State-approved occupational-vocational courses and programs.

June 2005: [HB 71, 143rd General Assembly](#) – Reformed and refocused DACCTE to include technical education in both its name and purpose.

Federal Legislation

October 1968: [PL 90-576, Vocational Education Amendments of 1968](#) – Required state advisory councils; states participating in the program must meet certain requirements to qualify for federal funds that aide vocational education programs.

June 1972: [PL 92-318, Education Amendments of 1972](#) – Tasked states with the development of a plan for the expansion and improvement of postsecondary and vocational education.

October 1984: [PL 98-524, Carl D. Perkins Vocational Education Act](#) – Authorized appropriations to states for vocational education assistance, contingent on various organizational and planning responsibilities.

September 1990: [PL 101-392, Carl D. Perkins Vocational and Applied Technology Education Act Amendments of 1990](#) – Expanded existing resources while concentrating on the improvement of programs geared toward technologically advanced fields.

October 1998: [PL 105-332, Carl D. Perkins Vocational–Technical Education Act Amendments of 1998](#) – Restructured and reformed existing programs while adding state performance measures and reporting mechanisms.

August 2006: [PL 109-270, Carl D. Perkins Career and Technical Education Improvement Act of 2006](#) – Restructured the grant program by creating a state allocation formula that allocated funds based on population and per capita income while offering increased flexibility at the state and local levels.

July 2018: [PL 115-224, Strengthening Career and Technical Education for the 21st Century Act \(Perkins V\)](#) – Changed the state allocation formula to give each state a base amount equal to its FY18 allocation while allowing states to reserve up to an additional 5% of the grant funding for programs in rural areas or areas with a high number of CTE students.

PENDING LEGISLATION

At this time, there is no pending legislation that would affect DACCTE.

ADMINISTRATIVE PROCEDURES ACT COMPLIANCE

DACCTE does not promulgate rules or regulations and has no plans to develop any specific to DACCTE.

FREEDOM OF INFORMATION ACT (“FOIA”) COMPLIANCE

To date, there have been no FOIA requests made to DACCTE.

Based on JLOSC recommendations in 2003, DACCTE posts meeting agendas on its website at least 2 weeks prior to the meeting and on the State’s Public Meeting Calendar (“PMC”) within 7 days of an upcoming meeting. Meeting minutes are transcribed and posted on DACCTE’s website and the PMC once DACCTE has approved them at the next regularly-scheduled meeting. Meeting notices are also advertised in the News Journal and the Delaware State News.¹⁴

The following meeting agendas and minutes can be found on DACCTE’s website:

- October 11, 2017 – Council Meeting Minutes
- December 13, 2017 – Council Meeting Minutes
- March 28, 2018 – Council Meeting Minutes
- June 6, 2018 – Council Meeting Minutes and Annual Awards Ceremony
- October 10, 2018 – Council Meeting Agenda and Minutes
- December 12, 2018 – Council Meeting Agenda
- April 11, 2019 – Council Meeting Agenda
- April 17, 2019 – Agenda the Career and Technical Education Workshop.

Two meetings with the corresponding agendas were posted to the state’s Public Meeting Calendar:

- October 10, 2018
- December 12, 2018

¹⁴ Analyst’s Note: DACCTE submitted additional meeting notices, agendas, and proofs of advertisement dating back to April 2015, when its webpage was hosted on the Department of Education’s website.

DACCTE has gone into Executive Session one time to discuss personnel issues. This occurred in June 2018.

FISCAL INFORMATION

Actual Revenue:

Fiscal Year	Line Item	Amount
FY19 (General Funds)	Personnel Costs	\$273,200.00
	Contractual Services	\$57,200.00
	Supplies/Materials	\$3,000.00
	Travel	\$2,500.00
		TOTAL: \$335,900.00
FY18 (General Funds)	Personnel Costs	\$273,200.00
	Contractual Services	\$57,200.00
	Supplies/Materials	\$3,000.00
	Travel	\$2,500.00
		TOTAL: \$335,900.00
FY17 (General Funds)	Personnel Costs	\$268,400.00
	Contractual Services	\$57,200.00
	Supplies/Materials	\$3,300.00
	Travel	\$2,800.00
		TOTAL: 331,700.00

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Actual Expenditures for FY18:

Line Item	Source	Amount
Salaries and OEC Costs	General Fund	\$219,922.69
Buildings – Office Space	General Fund	\$26,111.11
Training	General Fund	\$22,800.00
Equipment Rental	General Fund	\$2,138.77
Other Rental	General Fund	\$1,928.95
Food Service	General Fund	\$1,779.75
Office Supplies	General Fund	\$1,372.05
Mileage – Personal Vehicle	General Fund	\$1,172.40
Telecommunications	General Fund	\$1,085.10
Postage	General Fund	\$385.49
Advertising	General Fund	\$121.33
		TOTAL: \$278,817.64

Neither the State Auditor nor any other external organization has recently audited or evaluated DACCTE.¹⁵

ACCOMPLISHMENTS

DACCTE has promoted the development and implementation of the following legislation, policy, and programs in CTE in Delaware.

- HB 509, 125th General Assembly (1970): Established vocational education units of state funding.
- HB 628, 134th General Assembly (1988): Extended vocational education services on a year-round basis.
- HB 764, 134th General Assembly (1988): Delaware became the first state to legally recognize, endorse, and financially support CTE student organizations. The State Board of Education adopted a policy, drafted and recommended by DACCTE, mandating the availability of organized student activities for all students enrolled in CTE programs. It further absorbed the cost of student dues of such organizations.
- CTE Student Organizations (1988): Secured separate line-item state funding for the activities of these groups which are integral components of CTE programs.
- Tech Prep Consortium (beginning in 1986): Developed and implemented the statewide consortium to provide articulated CTE programs, whereby high school students can transition through a seamless curriculum to post-secondary education and training. DACCTE members and staff served on the Consortium's board of directors.
- Senate Bill 385, 140th General Assembly (2000): Required 90% of the occupational-vocational unit Division II funds (all other costs for equipment supplies and materials) generated by

¹⁵ Analyst's Note: DACCTE notes the Office of Management and Budget, the Division of Accounting, the Controller General's Office, and the Joint Finance Committee monitor and review DACCTE's activities.

vocational enrollments in middle and high schools, be allocated to those schools and expended on their approved CTE programs.

- Career Guidance Counselors (1987): Secured line-item state funding for career guidance and placement counselors in the State’s public high schools.
- Jobs for Delaware Graduates (beginning in 1979): A program to prepare at-risk high school students to successfully transition from school to work, incorporating student organizations as the motivational tool. The Delaware program model was replicated nationally through Jobs for America’s Graduates. DACCTE was involved in the design and implementation of the program, and serves on its board of directors.
- Educational Resources Association (“ERA”) and Business, Industry, and Education (“BIE”) Alliance (1989): Developed and supported the establishment of these career related activities and services involving the business community and schools. Several DACCTE members served on these boards.
- Articulation (mid-1980s): A program to improve communication, cooperation, and coordination of all education, training, and placement services in Delaware.
- Dislocated Worker Program (1987): DACCTE developed and piloted this training and placement program in cooperation with the Department of Labor.
- Delaware CAREER COMPASS (since 2005): Provides resources to develop a comprehensive, career-planning publication that is disseminated to approximately 60,000 middle and high school students and teachers each year free of charge. The Teacher’s Guide serves as an instructional tool with the CAREER COMPASS publication.
- State Task Force on High School Graduation Requirements (2005-2006): DACCTE members served on and provided input and policy recommendations to this task force.
- Career Pathways (beginning in 1995): Conducted in-service activities for middle and high school teachers, administrators, and counselors relating to the development and implementation of Career Pathways in all schools.
- Statewide Graduate Follow-Up System (1994): Assisted in the development and implementation of a statewide graduate follow-up system to track Delaware high school graduates. DACCTE was a charter member of the Graduate Follow-up Consortium and provided assistance gathering relevant data on the students graduating from Delaware’s public high schools.
- Local Advisory Councils on Vocational Education (“LACVE”) (1982): The State Board of Education adopted a policy, drafted and recommended by DACCTE, which mandates the formation and utilization of advisory councils on vocational education at the local level. In addition, the DACCTE provides technical assistance and has developed and disseminated related materials to aid LACVE in maintaining their effectiveness.

- DACCTE supported the establishment of vocational teacher education programs at Delaware State University and the University of Delaware.
- DACCTE successfully negotiated with Temple University to bring a graduate level program in vocational education to central Delaware.

CHALLENGES

DACCTE has experienced budget cuts, the state's hiring freeze, and a zero growth mandate in the past decade. Because of this, a staff position remains vacant resulting in additional workloads for the staff of 2. Additionally, resources are limited to develop and expand services and activities to benefit CTE. Inflation and an increase in the cost of goods and services over the past 3 fiscal years exacerbate DACCTE's budgetary challenges.

CTE involves a large and complex delivery system. It must maintain high standards and be rigorous, relevant, and current, and respond quickly to changes in schools and the workplace.

The CTE curriculum is in transition from career pathways to programs of study based on career clusters that will better prepare students to be career and college ready. These reforms are resulting in a more rigorous curriculum and new state and local programs of study. DACCTE must be flexible to adjust and adapt to these changes.

OPPORTUNITIES FOR IMPROVEMENT

Opportunities for improved operational efficiency include:

- Increase and enhance communications with stakeholders and the general public.
- Fill the existing staff vacancy with a full-time person to better DACCTE's ability to deliver services.
- Strengthen coordination with the Department of Education to ensure local school districts are in compliance with current regulations when monitoring CTE programs.
- Explore opportunities to use other forms of social media to promote CTE and DACCTE's mission and goals.

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ADDITIONAL COMMENT FROM THE COMMITTEE ANALYST

The following additional information may be helpful in JLOSC’s review of DACCTE.

1. DACCTE was brought to JLOSC’s attention when [HB 261 of the 149th General Assembly](#) was introduced. The purpose of the bill was to delete Chapter 86, Title 14, DACCTE’s governing statute. The synopsis stated:

The Delaware Advisory Council on Career and Technical Education received \$331,700 out of the Delaware General Fund for the fiscal year ending June 30, 2017. Based upon a simple cost benefit analysis weighed against the budget issues Delaware is facing, it is clear these funds would produce greater benefits if utilized elsewhere. This bill will eliminate this annual expenditure by terminating this Committee via a total repeal of Chapter 86 of Title 14 of the Delaware Code.

HB 261 was tabled in committee to allow JLOSC the opportunity to fully review the entity and determine whether DACCTE is “meeting a recognized State need and [is] accountable to and responsive to the public interests.”¹⁶

2. On June 10, 2018, DACCTE created a special committee. The creation and purpose of the committee is explained in the following excerpt from DACCTE’s October 10, 2018 meeting minutes:

At the June 10, 2018 Council meeting, Chairman Lathem appointed a Special Committee of the Council to be chaired by Vice Chairman Bob Suppe. The committee was to identify areas in which DACCTE can improve and be more effective in carrying out its mission and purpose to recommend policies that the State should pursue to strengthen Career and Technical Education (CTE). The Special Committee met on August 8, 2018 and decided to focus on two topics/issues to pursue at this time. Those recommendations included the need to expand and enhance the new website with more informational items and the possibility of producing an annual report which would feature a summary of the school monitoring visits and related issues. The committee also suggested that a Communications Committee be formed to monitor and recommend suggestions/improvements to the DACCTE website.

3. DACCTE’s updated website can be found at daccte.delaware.gov.

¹⁶ See 29 *Del. C.* § 10202(c), JLOSC’s declaration of policy.

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APPENDIX A

Title 14 Chapter 86: Delaware Advisory Council on Career and Technical Education

§ 8601. Purpose.

(a) It is the purpose of the General Assembly of the State, through this chapter, to establish and maintain the Delaware Advisory Council on Career and Technical Education (DACCTE). DACCTE is established to advise the Governor, General Assembly, Secretary of Education and the State Board of Education on all matters pertaining to career and technical education with emphasis on recommending policies and initiatives that should be pursued to strengthen and modernize the career and technical education delivery system.

(b) Further, it is the intent and purpose of the General Assembly to provide an objective agency to conduct evaluations, program reviews and serve as a clearinghouse for state and national information on career and technical education, so that citizens have access to the experience and judgment of lay and professional groups from the fields of employment and education in the formation of public policies.

§ 8602. Membership.

(a) Members of the Delaware Advisory Council on Career and Technical Education (DACCTE) shall be appointed by the Governor and shall serve at the Governor's pleasure. Such membership shall include:

- (1) A person or persons knowledgeable about the vocational needs and the problems of management and labor in the State;
- (2) A person or persons representative of industrial and economic development agencies;
- (3) A person or persons representative of institutions of higher education;
- (4) A person or persons representative of institutions which provide programs of career and technical education and training;
- (5) A person or persons knowledgeable about programs in technical and career education;
- (6) A person or persons representative of school boards;
- (7) A person or persons knowledgeable about students with special needs;
- (8) A person or persons representative of business and industry familiar with current and projected employment opportunities;
- (9) A person or persons representative of career and technical student organizations;
- (10) A person or persons representative of the Delaware National Guard; and
- (11) A person or persons representative of the general public, interest in public education.

(b) The Chairperson of DACCTE shall be a representative of the private sector and shall be selected by the members of the Council.

§ 8603. Duties and responsibilities.

The Advisory Council on Career and Technical Education shall:

- (1) Advise policymakers on the development of the State Plan for Career and Technical Education and any amendments to the State Plan.
- (2) Recommend policies that the State should pursue to strengthen career and technical education and related initiatives.
- (3) Evaluate career and technical education programs, services, activities and career initiatives throughout the State.
- (4) Provide technical assistance to local school districts, agencies and other organizations to enhance and improve the career and technical education delivery system.
- (5) Analyze and report on the distribution of funds for career and technical education and on the availability of career and technical education activities and services within the State.
- (6) Promote coordination, collaboration and effective partnerships among business, industry, labor, education and employment and training programs to help meet the economic needs of the State.
- (7) Disseminate relevant career information to teachers, counselors, students and the general public.
- (8) Schedule and conduct at least 4 regular meetings each year at which the public is given opportunity to express views concerning career and technical education. The time, place and manner of meeting shall be determined by the Council.

§ 8604 Acceptance of and compliance with federal and state legislation and regulations.

(a) The Delaware Advisory Council on Career and Technical Education shall comply with the provisions of the federal Carl D. Perkins Career and Technical Education Act of 2006 (Perkins IV) [20 U.S.C. § 2301 et seq.], and any subsequent reauthorization thereof, and subject to its requirements and any implementing regulations thereto, and any state laws or regulations related to career and technical education. As used in this title, "career and technical education" shall have the same meaning as "vocational-technical education."

(b) The State Treasurer shall be the fiscal agent for the Delaware Advisory Council on Career and Technical Education and shall make disbursements upon the order of the Council to carry out its functions.

§ 8605 Member reimbursement.

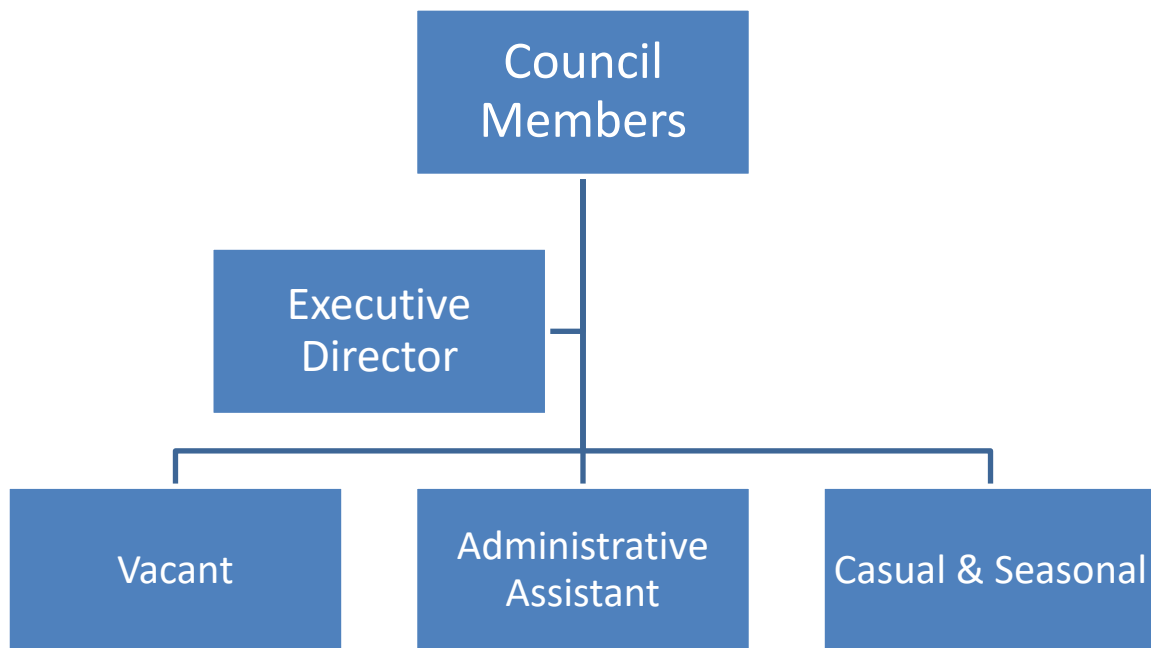
Members shall serve without pay and may be reimbursed for travel in connection with their responsibilities.

§ 8606 Staff.

The Council is authorized to obtain the services of such professional, technical and clerical personnel and to contract for such services as may be necessary to enable it to carry out the duties and responsibilities of this chapter.

APPENDIX B

Delaware Advisory Council on Career and Technical Education Organization Chart



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APPENDIX C

Delaware Advisory Council on Career and Technical Education (DACCTE)

ARTICLES OF ORGANIZATION

ARTICLE I

Purpose

The Delaware Advisory Council on Career and Technical Education is an agency of the State of Delaware. DACCTE was established to advise the Governor, General Assembly, Secretary of Education and the State Board of Education on all matters pertaining to career and technical education with emphasis on recommending policies and initiatives that should be pursued to strengthen and modernize the career and technical education delivery system in Delaware.

ARTICLE II

Membership

Members of the Delaware Advisory Council on Career and Technical Education shall be appointed by the Governor. Such membership shall include:

- (1) A person or persons knowledgeable about the vocational needs and the problems of management and labor in the State;
- (2) A person or persons representative of industrial and economic development agencies;
- (3) A person or persons representative of institutions of higher education;
- (4) A person or persons representative of institutions which provide programs of career and technical education and training;
- (5) A person or persons knowledgeable about programs in technical and career education;
- (6) A person or persons representative of school boards;
- (7) A person or persons knowledgeable about students with special needs;
- (8) A person or persons representative of business and industry familiar with current and projected employment opportunities;
- (9) A person or persons representative of career and technical student organizations;
- (10) A person or persons representative of the Delaware National Guard; and
- (11) A person or persons representative of the general public-interest in public education.

Delaware Advisory Council on Career and Technical Education

ARTICLES OF ORGANIZATION

ARTICLE III

Officers

The officers of DACCTE shall include a Chairperson, Vice Chairperson and Secretary. The officers shall be selected by the membership. The Chairperson shall be a representative of the private sector.

ARTICLE IV

Duties and Responsibilities

The Advisory Council on Career and Technical Education shall comply with Title 14, Sections 8601-8606 of the Delaware Code and any subsequent legislation related thereto:

The Advisory Council on Career and Technical Education shall:

- (1) Advise policymakers on the development of the State Plan for Career and Technical Education.
- (2) Recommend policies that the State should pursue to strengthen career and technical education and related initiatives.
- (3) Evaluate career and technical education programs, services, activities and career initiatives throughout the state.
- (4) Provide technical assistance to local school districts, agencies and other organizations to enhance and improve the career and technical education delivery system.
- (5) Analyze and report on the distribution of funds for career and technical education and on the availability of career and technical education activities and services within the state.
- (6) Promote coordination, collaboration and effective partnerships among business, industry, labor, education and employment and training programs to help meet the economic needs of the state.
- (7) Disseminate relevant career information to teachers, counselors, students and the general public.
- (8) Schedule and conduct at least four regular meetings each year at which the public is given opportunity to express views concerning career and technical education. The time, place and manner of meeting shall be determined by the Council.

Delaware Advisory Council on Career and Technical Education

ARTICLES OF ORGANIZATION

ARTICLE V

Committees

DACCTE may establish a committee structure to assist in carrying out its duties and responsibilities. Committees may include a Steering Committee, Policy and Assessment Committee and a Projects and Activities Committee. Committees may be added or deleted based on need. Committee recommendations must be adopted by a majority of DACCTE members present at a regular DACCTE meeting.

Steering Committee: The Steering Committee shall work with council staff in establishing council priorities and planning council meetings. This committee shall be composed of the DACCTE Chairperson, Vice Chairperson, Secretary and two members selected by the Chairperson.

Policy and Assessment Committee: The Policy and Assessment Committee shall assess and recommend action on matters relating to legislation, state regulations, the state plan, program evaluations and equity issues. The Committee chairperson and committee members shall be appointed by the DACCTE Chairperson.

Project and Activities Committee: The Project and Activities Committee shall assess and recommend action on matters relating to publications, workshops and seminars, technical assistance issues, student organizations and the awards program. The Committee chairperson and committee members shall be appointed by the DACCTE Chairperson.

ARTICLE VI

Meetings

The Advisory Council on Career and Technical Education shall meet at least four times per year. All meetings shall be open to the general public. Other special meetings may be called by the Chairperson or by a majority of the members of DACCTE. A majority of the members present at a meeting shall constitute a quorum to transact business.

ARTICLE VII

Rules of Order

All meetings and activities where parliamentary procedure is involved shall be governed by Robert's Rules of Order.

ARTICLE VIII

Amendments

Amendments may be adopted or rejected at any meeting by a majority of the total DACCTE membership.

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APPENDIX D

Delaware Advisory Council on Career and Technical Education
List of Members with Appointment Dates & Member Type

Member	Appt. Date	Member Type
Mr. Samuel Lathem, {Council Chairman} Former President Delaware State AFL-CIO 20 Lochview Drive Bear, DE 19701	(03/97)	Public
Mr. Robert Suppe, {Council Vice-Chairman} President/Owner, R. C. Fabricators 824 Locust Street Wilmington, DE 19801	(01/04)	Public
Mrs. Leann Hornung, {Council Secretary} Former Business Education Teacher 159 Rockrose Drive Newark, DE 19711	(03/81)	Public
Mr. Ronald Burkle Director of Operations, SoDel Concepts 34741 Port Court Dagsboro, DE 19939	(10/17)	Professional
Mrs. Judith Diogo, President President Central DE Chamber of Commerce 435 N. duPont Highway Dover, DE 19901	(11/14)	Professional
Mr. Mark Freidly Former Technology Education Teacher Newark High School 631 Candlestick Lane	(10/17)	Public
Mrs. Sandy Gray Career & Technical Education Specialist Capital School District 1563 Autumn Moon Lane Magnolia, DE 19962	(09/18)	Professional

Dr. Henry Harper

Former Director, Tech Prep
 1 Pittsburgh Court
 Newark, DE 19713

(03/82)

Public

Dr. Karen Hutchison

Local Program Success Specialist
 National FFA Organization
 50 Billings Drive
 Dover, DE 19901

(10/17)

Professional

Mr. Michael Jahnigen

President/Owner
 Sun Pile Foundation
 35322 Bayard Road
 Frankford, DE 19945

(10/17)

Professional

Dr. Joel Littlejohn

Education Consultant
 Former Colonial School District Administrator
 14 Lexington Drive
 Middletown, DE 19709

(03/82)

Professional

Ms. Janis Nesterak, CPA

Faw, Casson & Co., LLP
 160 Greentree Drive, #203
 Dover, DE 19904

(11/14)

Professional

Mrs. Karen Pickard

Nursing Program Administrator
 Beebe Healthcare
 33248 Nautilus Court
 Lewes, DE 19958

(10/17)

Professional

General (Ret) Frank Vavala

Veterans Advocacy Specialist
 Delaware Technical & Community College
 3019 Ridgevale Road
 Wilmington, DE 19808

(09/18)

Professional

10/11/18

APPENDIX E



ADVISORY COUNCIL ON CAREER AND TECHNICAL EDUCATION

SPECIALIZING IN HIRE EDUCATION

TOWER OFFICE PARK
SUITE 201
240 NORTH JAMES STREET
WILMINGTON, DELAWARE 19804
(302) 995 - 8592
FAX # (302) 995 - 8594

September 24, 2018

Mr. Michael Williams, Principal
Indian River High School
29772 Armory Road
Dagsboro, DE 19939

Dear Mr. Williams:

The Delaware Advisory Council on Career and Technical Education (DACCTE) is composed of individuals appointed by the Governor, who represent the private and public sectors of the state. The Council is charged through the Delaware State Code, with the responsibility to conduct evaluations, review programs, services and plans, and make policy recommendations to the Governor, General Assembly and State Board of Education on matters pertaining to career and technical education in the State. The goal of the Council is to advise these policymakers on initiatives that should be pursued to strengthen and enhance the career and technical education delivery system and to assist the state in providing quality programs and expanded opportunities for all citizens.

In order to meet these mandates, DACCTE is scheduling visits at selected schools and program sites to meet with administrators, department chairs and/or lead teachers about the Career and Technical Education (CTE) programs and services offered. We would like to schedule a visit to your school for Tuesday, October 23, 2018.

Enclosed is our visitation schedule **to be completed and faxed back to our office prior to our visit.** Please fill-in the department chair or lead teacher's name and the time/location of each thirty minute meeting for the program areas listed. We will contact you within the next several days to confirm the date and starting time.

We appreciate your continued cooperation and support.

Sincerely,

A handwritten signature in black ink, appearing to read "Samuel E. Latham".

Samuel E. Latham
Chairman

Manera A. Constantine, Ed.D
Executive Director

SL/MAC/jsn

Cc: Mark Steele, Superintendent
Indian River School District

Enclosure

DELAWARE ADVISORY COUNCIL ON CAREER AND TECHNICAL EDUCATION (DACCTE)

240 N. James Street, Suite 201
 Wilmington, Delaware 19804
 (302) 995-8592

SCHOOL VISITATION SCHEDULE

Indian River High School 29772 Armory Road Dagsboro, DE 19939 (302) 732-1500
Tuesday, October 23, 2018

The visiting team can arrive by 10:00 a.m. or after and would appreciate your scheduling a thirty minute individual appointment in a central meeting location with the department chair or lead teacher for each of the programs listed below. Please also indicate the time/location for each appointment. The team will also appreciate a thirty-minute appointment with you, the school principal following the visits with the teachers. Thank you in advance for your assistance and cooperation in scheduling this visit.

PROGRAM	PERSON	TIME	LOCATION
Agriculture, Food & Natural Resources (01)	Jen Cordrey	10:00	Conference Room
Arts, AV Technology & Communications (03)	Gerald Sheridan	10:30	Conference Room
Information Technology (11)	Jordan O'Boyle	11:00	Conference Room
Education & Training (05)	Megan Hines	11:30	Conference Room
Science, Technology & Engineering (14)	John Milspaw	12:00	Conference Room
LUNCH		12:30-1:30	
Career and Technical Exploration (17) {No JDG}	Stephanie Wilkinson	1:30	Conference Room
Business, Management & Administration (04)	Jeff Bunting	2:00	Conference Room
Finance (06)	Jeff Bunting	2:00	Conference Room
Health Science (08)	Shelly Johnson	2:30	Conference Room
Exit Interview – All Programs	Mr. Mike Williams, Principal	3:30	Conference Room

Please return this form ASAP via FAX to our office at (302) 995-8594



ADVISORY COUNCIL ON CAREER AND TECHNICAL EDUCATION
SPECIALIZING IN HIRE EDUCATION

TOWER OFFICE PARK
SUITE 201
240 NORTH JAMES STREET
WILMINGTON, DELAWARE 19804
(302) 995 - 8592
FAX # (302) 995 - 8594

MEMORANDUM

October 11, 2018

MEMO FOR: Jeff Bunting John Milspaw
 Jen Cordrey Jordan O'Boyle
 Megan Hines Gerald Sheridan
 Shelly Johnson Stephanie Wilkinson

FROM: Manera A. Constantine, Ed.D.
 Executive Director

RE: SCHOOL VISIT

As you may know, we have arranged with your principal to meet with you on Tuesday, October 23, 2018. A member from our Council, a career and technical education staff person from the Department of Education and a Council staff member will meet with you at that time.

Attached is a copy of our questionnaire that we would like you to review and complete prior to our visit, if possible. We will review these items with you during our visit. We're very interested in your input on these issues and any others you wish to discuss.

Please feel free to contact me if you have any questions prior to the visit. We look forward to meeting with you.

MAC/jsn

Enclosure

Cc: Principal

Delaware Advisory Council on Career and Technical Education
(DACCTE) Questionnaire

Faculty/Staff Member Name: _____ Date: _____

Career Pathway/Program of Study (PoS) Name: _____

School Name: _____

Degree(s) Earned: _____

Teaching Certificates Held: _____

Years of Experience: _____ This Building: _____ This District: _____ This State: _____

1) What is the general schedule here?

_____ 4 _____ 5 _____ 6 _____ 7 periods per day. **OR** _____ Other

2) How many classes do you teach? _____

3) What specific courses do you teach? _____

4) Are the courses you teach part of a sequenced Career Pathway/PoS?

_____ Yes _____ No _____ Not Sure

5) Have you adopted any "State-Model Programs of Study"?

_____ Yes _____ No If yes, in what areas?

6) Have you developed your own "State Approved Programs of Study"?

_____ Yes _____ No If yes, in what areas?

7) To what extent have the following subjects been integrated into the courses you teach?

English: _____ Not At All _____ Somewhat _____ Moderately _____ Extensively

Mathematics: _____ Not At All _____ Somewhat _____ Moderately _____ Extensively

Science: _____ Not At All _____ Somewhat _____ Moderately _____ Extensively

Social Studies: _____ Not At All _____ Somewhat _____ Moderately _____ Extensively

8) Please rate your facility (classroom, shop, etc.).

_____ Poor _____ Fair _____ Good _____ Very Good _____ Excellent

9) Please rate the quantity of your instructional supplies and materials.

_____ Poor _____ Fair _____ Good _____ Very Good _____ Excellent

10) Please rate your instructional equipment and technical support.

_____ Poor _____ Fair _____ Good _____ Very Good _____ Excellent

11) Do you have a local advisory committee?

_____ Yes _____ No _____ Not Sure

If yes:

a) Does the advisory committee meet on a regular basis?

_____ Yes _____ No _____ Not Sure

b) Do advisory committee members participate in program planning, development, implementation, evaluation and placement of students?

_____ Yes _____ No _____ Not Sure

c) Do you consult with advisory committee members on equipment and supply needs?

_____ Yes _____ No _____ Not Sure

d) What are the goals of your local advisory committee?

12) Are the courses you teach linked with a post-secondary program through an Articulation Agreement?

_____ Yes _____ No _____ Not Sure

13) Is there a related career and technical student organization available to the students enrolled in your courses?

_____ Yes _____ No _____ Not Sure

If yes, which one: _____

If no, why not: _____

14) Do your students participate in local, state and national career and technical student organization activities?

_____ Yes _____ No _____ Not Sure

15) Are work-based learning experiences, such as Cooperative Education, available as part of your program?

_____ Yes _____ No

a) If yes, are you responsible for coordinating these experiences?

_____ Yes _____ No

b) Are formal contracts on file between the school and employers agreeing on students learning activities?

_____ Yes _____ No

16) Do you think completion of your Career Pathway/PoS qualifies your students for entry level employment in the field?

_____ Yes _____ No _____ Not Sure

17) What process do students follow in selecting a "Career Pathway/PoS"?

18) Does each student have a written Education Plan that includes his or her "Career Pathway/PoS" as part of the plan?

_____ Yes _____ No _____ Not Sure

19) Are the courses you offer approved by the Department of Education for occupational-vocational unit funding?

_____ Yes _____ No _____ Not Sure

20) Do you have other sources of funds to support your programs?

_____ Yes _____ No _____ Not Sure

If yes, what are these sources? _____

21) Do you have your own budget for this program?

_____ Yes _____ No _____ Not Sure

If yes:

a) Who determines the annual amount allocated to your area? _____

b) How much is it? _____

22) What are your programs strengths?

23) What are your programs weaknesses?

24) What should be done to improve your program?

25) Additional Comments:

APPENDIX F



ADVISORY COUNCIL ON CAREER AND TECHNICAL EDUCATION

SPECIALIZING IN HIRE EDUCATION

TOWER OFFICE PARK
SUITE 201
240 NORTH JAMES STREET
WILMINGTON, DELAWARE 19804
(302) 995 - 8592
FAX # (302) 995 - 8594

February 7, 2018

DACCTE 2018 Awards Program

Dear High School Principal:

Each year the **Delaware Advisory Council on Career and Technical Education (DACCTE)** sponsors an **Awards Program** that recognizes groups and individuals who have made *outstanding contributions to Career and Technical Education (CTE)* in Delaware. This year we invite you and your staff to submit nominations in the following three (3) categories:

- A **business**, industry, agency, labor union or trade association working with your district
- An **individual** from the private, public or education sector associated with your district
- An outstanding career and technical education **12th grade student** (*one per high school*)

A Nomination Form is enclosed for each award category. Please distribute copies to all appropriate CTE personnel and encourage them to make nominations. The forms must be completed and received in the Council office by **Friday, March 09, 2018.**

Each High School may nominate one outstanding CTE Student selected by you and your staff. The Council Awards Committee will choose one student from each county to receive the DACCTE Award. One statewide recipient will be selected from each of the Business and Individual categories for a DACCTE Award.

Upon receipt of your nomination form/s, we will contact each nominee and request him/her to submit additional documentation to be reviewed by the awards committee. Winners will be announced in May and honored at a public awards ceremony and reception in June, where they will be joined by their nominators and guests.

The awards committee looks forward to receiving nominations from your school.


Samuel E. Lathem
Chairman


Manera A. Constantine
Executive Director

Cc: Chief School Officer

Enclosure(s)

Delaware Advisory Council on Career and Technical Education

240 North James Street, Suite 201
Wilmington, Delaware 19804
Phone: (302) 995-8592 Fax: (302) 995-8594
Janet.nichols@daccte.k12.de.us

Business, Industry, Agency, Labor Union, or Trade Association 2018 Official Nomination Form

Nominee should be an organization that has contributed outstanding support or services on behalf of career and technical education; that has been responsible for designing and implementing innovative programs or activities resulting in program improvement; or that has established programs or policies to enhance students' opportunities.

Name of **Nominated Organization** _____

Contact Person/Title _____

Address _____

City/State _____ Zip _____

Telephone _____ Fax _____

Name of **Nominator** _____

Position or Title _____

District, School or Organization _____

Address _____

City/State _____ Zip _____

Telephone _____ Fax _____

Please Attach a Letter of Nomination (Explain why you are nominating this organization)

Please complete and return this form to the State Council Office before:
4:00 p.m. on Friday, March 09, 2018

Delaware Advisory Council on Career and Technical Education

240 North James Street, Suite 201
Wilmington, Delaware 19804
Phone: (302) 995-8592 Fax: (302) 995-8594
Janet.nichols@daccte.k12.de.us

Individual (from the Private, Public or Education sector) 2018 Official Nomination Form

Nominee should be an individual, who has made significant contributions to career and technical education; who has provided outstanding leadership, support or service to the field of career and technical education; or who has designed and implemented innovative programs or activities which have resulted in program improvement. Please make additional copies of this form if needed.

Name of **Nominee** _____

Position or Title _____

Firm or Organization _____

Address _____

City/State _____ Zip _____

Telephone _____ Fax _____

Name of **Nominator** _____

Position or Title _____

District, School or Organization _____

Address _____

City/State _____ Zip _____

Telephone _____ Fax _____

Please Attach a Letter of Nomination (Explain why you are nominating this individual)

Please complete and return this form to the State Council Office before:
4:00 p.m. on Friday, March 09, 2018

Delaware Advisory Council on Career and Technical Education

240 North James Street, Suite 201
Wilmington, Delaware 19804
Phone: (302) 995-8592 Fax: (302) 995-8594
Janet.nichols@daccte.k12.de.us

Career and Technical Education Student 2018 Official Nomination Form

Nominee must be a high school senior, who is enrolled in a state approved career and technical education career pathway who has distinguished him/herself in an exemplary manner in **BOTH** career and technical education **AND** related academic programs and activities, including scholastic achievement, character and leadership qualities. One student per high school may be nominated.

Name of **Nominee** _____

CTE Pathway _____

School _____

Address _____

City/State _____ Zip _____

Telephone _____ Fax _____

Name of **Nominator** _____

Position or Title _____

District/School _____

Address _____

City/State _____ Zip _____

Telephone _____ Fax _____

Please Attach a Letter of Nomination (Explain why you are nominating this student)

Please complete and return this form to the State Council Office before:
4:00 p.m. on Friday, March 09, 2018

APPENDIX G

CAREER AND TECHNICAL EDUCATION WORKSHOP

Collette Education Resource Center

Dover, Delaware

Wednesday, April 18, 2018

4:15 p.m. – 7:00 p.m.

WORKSHOP AGENDA

4:15 – 4:30 Registration

4:30 – 4:50 Welcome/CTE Updates

Conference A & B

Dr. Manera Constantine, Executive Director
Delaware Advisory Council on Career and Technical Education (DACCTE)

Luke Rhine – State Director, Career and Technical Education (CTE)
Department of Education

4:55 – 5:30 Breakout Sessions*

- Work-Based Learning Policy Updates
- Career and College Counseling for Middle and High School Youth
- College, Careers, Ca\$h – \$tand by Me's Financial Empowerment Curriculum for High School Students

* Participants will choose two of the three breakout sessions offered during this timeframe.

5:40 – 6:15 Breakout Sessions Repeat

6:15 Wrap-up and Closing Remarks

DACCTE Workshop Evaluation Results**12/14/17****Question 1**

Please evaluate each statement according to whether you strongly agree, agree, disagree, or strongly disagree.	(4) Strongly Agree	(3) Agree	(2) Disagree	(1) Strongly Disagree	Total	Weighted Average
The content of the DACCTE workshop was relevant to me	7	2	0	1	10	3.5
This DACCTE workshop achieved its intended objectives	7	2	0	1	10	3.5
I will use the information from this workshop to support my work	6	3	0	1	10	3.4
The information provided in this workshop will positively impact CTE programs in my district/charter school	5	3	1	1	10	3.2
CTE facilitators were effective	6	2	1	1	10	3.3
The materials provided were of high quality	4	5	0	1	10	3.2

Question 2

Please describe any particular areas of strength of the DACCTE workshop. What was the most significant take-away that you learned during the workshop?

- I was pleasantly surprised to see the amount of work with grants and new initiatives. The work study program and college and career readiness were especially outstanding.
 - I enjoyed meeting the work based learning coordinator and learning about the future plans of work based learning.
 - Ability to network cross LEAs
 - The open- ended aspect of feedback and dialogue between presenters and audience. Helps with increasing the capacity for a stronger workshop.
 - New initiatives that will be undertaken by the state concerning CTE.
 - The networking with the other CTE educators and being able to see the information presented from the perspective of others.
 - Learning about the pathways and my role in guiding teachers.
 - I learned about new initiatives that will benefit CTE students by supporting their ability to be college ready in order to qualify for dual enrollment and articulated credits. I will now be able to share that information with other colleagues.
-

Question 3

What, if anything would you change about the DACCTE workshop?

- Not much can be improved except that I wish more representatives were there from each district. This valuable information can only change programs if everyone knows what is available. I also wish that there was more available to middle school levels.
- It seemed like a lot of the information was still in it's BETA stages - These are scheduled ahead of time but maybe...
- If we had more time I would like to attend all the workshops...(:
- Most people wanted to know the status of current CTE programs and how they will fit into the new CTE standards.
- Move the workshop from December to November. December is such a busy month.

Question 4

What follow-up assistance is needed from the CTE & STEM workgroup?

- Please keep us updated on the status of the programs that were presented. I know that the work study program DE pathways was supposed to launch in March. Please let us know when it is available.
 - Concern: The state has implemented all these wonderful POS in CTE and provided great instructional support. So, Kudos for all the hard work. However, many of the courses in these pathways, particularly those that involve learning technical skills have unrealistic expectations when it comes to class size. I can only speak directly to allied health but there is no way that in a class of 25 (this is the suggested class size...my largest was 34) an instructor can accurately ensure that every technical skill is taught to a level of proficiency. There is not enough time to accomplish this task when I see my students for an hour and a half every day for 17 weeks. The VoTech schools that teach similar content have their 15-17 students for 3 hours. I had double the students and half the time. Then I am expected to send these students out to work based learning facilities and they have not been given the time necessary to learn their skills because as an instructor, I am rushing through the skills in an attempt to get them done and teach the next one. If the state wants to implement these skill-laden courses into their POSs then they must give realistic class-sizes. As an instructor, I would be very hesitant to send my students out to a work-based learning site with their present skill set. This large class size is putting both my reputation and the reputation of my students at risk.
 - The Delaware Pathways model seems like a great idea. How do local businesses get on board with this? Concerns were brought up about some schools "stealing" business connections from others. Is that still a gray zone?
 - Another workshop in the spring.
 - None that I can think of at this time.
-

Question 5

Please evaluate the DACCTE breakout sessions that you attended.	(4) Very Helpful	(3) Helpful	(2) Not Helpful	(N/A) I did not attend the breakout session	Weighted Average
Delaware Pathways Update: Work-Based Learning	3	3	1	3	3.29
PIPEline to Career Success for Students with Disabilities	2	0	0	6	4.00
Readiness with a Purpose: College Readiness for CTE	3	4	0	2	3.43
Student Success Plans	1	4	0	4	3.20

Question 6

Please provide topics or areas of interest that you would like to have presented or discussed at the DACCTE workshops during the 2017-2018 school year.

- Work Study programs, College readiness program and how to start collaboration between high school and middle school levels.
- more on work based learning
- Additional feedback on College Readiness for CTE, especially with targeted discussion from DTCC or other secondary institutions on school data. In order to make improvements on curriculum or instruction, we need to know which students are enrolled in the programming for remediation.
- Developing new CTE programs and update or reconfiguring current programs.
- Future updates on new programs Updates on work based learning progress

APPENDIX H



ADVISORY COUNCIL ON CAREER AND VOCATIONAL EDUCATION

SPECIALIZING IN HIRE EDUCATION

TOWER OFFICE PARK
SUITE 201
240 NORTH JAMES STREET
WILMINGTON, DELAWARE 19804
(302) 995 - 8592
FAX # (302) 995 - 8594

December 9, 2003

For: Senator David B. McBride, Chair
Joint Sunset Committee

Representative Stephanie A. Ulbrich, Vice-Chair
Joint Sunset Committee

From: Manera A. Constantine, Ed.D. 
Executive Director

Subject: DACCVE Final Compliance Report

Enclosed is the final report from the Delaware Advisory Council on Career and Vocational Education (DACCVE) evidencing compliance with the recommendations specified in the June 2003 Final Report of the Joint Sunset Committee.

We appreciate your support during this review process. Please contact me at (302) 995-8592 if you have any questions or need additional data.

Cc: Samuel E. Lathem, Chairman DACCVE
Lisa Schieffert, Sunset Analyst

Enclosure

2003 Joint Sunset Committee Recommendations

Recommendation #1: The ACCVE will recommend to each school district that completion of the Senior Project should be a requirement for all students enrolled in vocational technical high schools.

December Update: DACCVE contacted each vocational-technical school district. Sussex Tech and Polytech in Kent County require the completion of the Senior Project by students for graduation. New Castle County Vocational -Technical School District has this requirement for two of its three high schools. The Executive Director of DACCVE met with the new Superintendent on August 11, 2003 and discussed this issue. The third high school in the New Castle County District has implemented transition academies in the 9th and 10th grades. The academy approach will be phased in for all incoming classes mandating specific requirements, with the projected capstone activity being a Senior Project.

Recommendation #2 The ACCVE must follow the requirements of the Freedom of Information Act when posting public meeting notices. This includes advertising the meeting notice in two newspapers, and identifying the meeting place and agenda.

December Update: DACCVE began advertising its meeting notices in two newspapers namely, the *News Journal* and the *Delaware State News* in June 2003. DACCVE will continue this procedure in the future to comply with the Freedom of Information Act.

Recommendation #3: The ACCVE should post public meeting schedules on its website.

December Update: DACCVE has been posting its public meeting dates on its website since August 2001, including the meeting place and agenda. DACCVE will continue this procedure in the future.

Recommendation #4: The ACCVE must develop annual reports for distribution to the Joint Sunset Committee and the House and Senate Education Committees.

December Update: The Chairman convened a committee of Council members and staff in October that identified priority issues, topics and data related to vocational-technical education in Delaware to be included in DACCVE's annual report. This report will be completed and distributed to the Joint Sunset Committee and the House and Senate Education Committees in June 2004.

Recommendation #5: Legislation updating 14 Del. C. §8603 to reflect that the ACCVE is not required to submit annual evaluation reports to the U.S. Commissioner of Education.

December Update: DACCVE staff provided input to the staff of Legislative Counsel regarding the updating of 14 Del. C §8603 subsection 3 recommending that it be deleted in its entirety, since it references the requirements of expired federal legislation.

NOTE: In the process of reviewing this recommendation, DACCVE has identified several additional areas in Chapter 86 of the Delaware Code that require "Code Cleaning" and updating of language, references to other legislation and typographical errors.

Given the number of areas that need minor modification, and in an effort to accomplish this update in the most efficient manner, we have contacted the Chairs of the Sunset Committee to seek their advice and counsel.
