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EVERY CHILD,
 EVERY OPPORTUNITY,
 EVERY DAY...
 STRIVING FOR SUCCESS

Program Title (CIP Code)
Industrial Foods/Culinary CIP 12.0508
Occupational Advisory Committee

March 12, 2024 at 4:00 PM at Timeless Destination

- I. Call to Order: 4:00 PM
- II. Welcome and Introduction of Members
- III. OAC Attendance: **Bold -In Bus/Industry (James-instructor also owns and manages a restaurant)**

x	Louis Prevost	x	Sadie Mack
x	Chris Kozuhowski	x	James Mack
x	Katrina Doud		
x	Rochelle A. Clark		

- I. Approval of Fall 2023 Minutes - Sent via email to the OAC on 10/20/2023

Motioned	Sadie Mack	Seconded	Chris Kozuhowski
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Yes, all.

- II. Old Business:
 - a. Reminder that letters of support are needed annually. Thank you to those who have provided these. (Timeless Destination and Wellsboro House 2/2/2022 needed annually). Must be dated, signed, on letterhead/business card and collected in the Spring 2024.

Chris Z said he would be glad to provides and Jerry can also provide and updated letter from Timeless.

- b. Lab/kitchen layout (D): Discussion on the kitchen layout and instructional space. The OAC was in complete agreement with a kitchen expansion with the idea of 4 separate lab stations with cooktops and sinks. This will help with safety.

Discussion on kitchen expansion needs to be revisited with the change in principal, Mr. Steve Adams and Mrs. Huck. Knowing the program numbers/enrollment the OAC has been completely in favor of the kitchen expansion. Culinary 1 has 30 students. Culinary 2 & 3 has 18 students.

Motioned	Sadie Mack	Seconded	Chris Kozuhowski
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All in favor. The committee feels the space is needed to meet the program numbers.

III. New Business:

- a. Safety Checklist (D) All of the PDE Checklists will be sent via survey monkey link for each OAC members in the Spring. We will continue a Spring administration. Please look for an email.
- b. Equipment and Tools Needed (F)/3-year equipment list- Review and discuss for Perkin's and other funding
Mr. Mack shared copies of his equipment/materials list with the committee.
Chris K asked if Perkin's has to be brand new. This is a question we need to look into for a PDE answer.

Recommendation and approval of equipment lists

Budget Items	Projected Cost
CTE 360 Subscription	\$450.00
Small Wares	\$800.00
Utensils	\$800.00
Pro start Textbooks	\$780.00
60inch outdoor grill	\$2,500
OSHA-10 Certification	960.00
Serve Safe Certification testing	\$500.00
Totals	\$6790.00

The committee added the following.

10 more ProStart Textbooks

Serve Safe Books

Outdoor Pizza Oven

Field Trips- Transportation

Perkins Equipment Needs List 3/12/24

(2) 48" 16-Gauge Stainless Steel Two Compartment Commercial Utility Sink - 24" x 24" x 14"

(4) Avantco AU-60R-HC 60" Undercounter Refrigerator

Type 1 Commercial Kitchen Hood System with BRP Makeup Air - 10' x 48"

(2) Wall Mounted Hand Sink with Gooseneck Faucet and Top Mounted Paper Towel and Soap Dispenser

Norlake KODB77814-C Kold Locker 8' x 14' x 7' 7" Outdoor Walk-In Cooler

(2) Metro 5X567GX3 Metro Max Polymer Shelving Unit - 24" x 60"

Main Street Equipment E36-N Natural Gas 6 Burner 36" Range with Standard Oven - 210,000 BTU

Travel, lodging and competition costs for 12 students and 2 Chaperons for the Cook around the world competition.

Motioned	Rochelle Clark	Seconded	Sadie Mack
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Yes, all.

The culinary program can add to its building budget with the money raised from Java Hive, catering events, and luncheons. The students in the 2-3 year of the program plan, prepare and run these catering events.

c. Curriculum (POS and Maps) (B)

i. POS and Curriculum Maps- 3-year program- POS systems discussion with high support of the system and teaching upper levels of restaurant management.

First year students are focused on the basics of cooking, introduction to knife skills, and lab time in the kitchen.

ii. Instructional Materials- Discussed brochure on the program.

- iii. Updates on field trips, on the job training/experience, work-based experiences, guest speakers. 5 students will compete in the SkillsUSA regional skills competition. 12 students will compete in the Cook Around the World competition. 1 student will be competing at the state level in Hershey (4/3-4/5)

PA Lodging and Restaurant Association helps with the cost of trips.

The committee supports/advocates for the current field trips & experiences. Rochelle Clark has offered to come into the classroom to provide a presentation/support the program.

The OAC also offered that maybe the Chocolatier at PCT could come. The OAC is looking to these specialty areas for presentations that add expertise to the program.

Chris K also added if there were a needy student that he could help with field trip costs and the OAC said it would be good to come up with criterion for the scholarship.

- d. Analysis of NOCTI test- students have been working on the pre-NOCTI. There are 6 students taking their NOCTI this year.
- e. Placement After Graduation (H):
 - i. Dual Enrollment PCT Course-good course numbers- the serve safe class has 15 students enrolled. The committee is thankful for having the dual enrollment class.
- f. Program Evaluation (H): Verification of Industry Standard and Student Competencies are being Achieved: improvement Plan: Industry Credential Indicator
- g. Employment Outlook/Co-op Opportunities- former students have went to the Culinary Institute, Johnson & Wales, Walnut Hill, and Pennsylvania College of Technology.
The students are visiting Penn College of Technology and Culinary Institute of America this school year.
- h. Post-Secondary Indicator- Continuing to let seniors know and keep connection to help with the post survey from PDE. There are 30 students enrolled and 25 have completed their OSHA. The committee was impressed with the amount complete and attaining this certification. Serve Safe- 6 year food service food handler manager certification. Pro-Start -Industry-recognized certification/college articulation agreement.
- i. Any additional OAC member recommendations B&I

IV. Other Business or Related Matter -Fall 2024 OAC Meeting will be on

Nov. 7, 2024 after the large group meeting

V. Adjournment- 5:12 PM

Motioned	Rochelle Clark	Seconded	Katrina Doud
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