

Local School Improvement Council (LSIC)

Meeting Minutes Template

Minutes are a written account of what transpired during a meeting. Minutes are recorded by a designated member of the group and posted to your school's website.

Name of School:	Ben Franklin Career Center	Name of Chair:	Greg Grim
Date of Meeting:	10/24/24	Name of Principal:	Jennifer Stowers
Place of Meeting:	Room 102	Start/End Times of Meeting:	5:00-6:00

1. Call Meeting to Order: Document who starts the meeting and the time the meeting begins. Meeting was called to order by Principal Stowers and began at 5pm.
2. Roll Call: Document the LSIC officers/members that are present and absent. All sign-in sheets can be attached. Greg Grim, Zara Perdue, Sarah Kelly, Kent Wilson, Kim Knapp, Shelly Howell, Jack Lyon, Mike Lester, Norman Ferrell, Brianna Westfall, James Dye, Danielle Cole, Matt Cole, James Botkin
3. Reading and Approval of Minutes: Document who reads the minutes, any corrections made, and if the minutes are approved. Minutes approved and no corrections were made
4. Principal's Report: Jennifer Stowers (Principal) introduced the current KCS FOCUS Goals for all schools and professional development. The FOCUS Gola is to decrease chronic absences and increase student engagement. Ms. Stowers discussed the recent PD day and the emphasis on lesson planning for NOCTI score improvement.

Nicole McCartney (Vice Principal) presented a PowerPoint with data on enrollment-feeder area enrollment numbers-NOCTI Scores- Professional development

Sue Sweat (Adult Programs Principal) gave updates on Adult Programs, completer, placement, and licensure reports, and plans and policies required by the accreditor, Council on Occupational Education (COE)
5. Officer/Committee Reports: NO committee reports were given at this time.
6. Items to be Discussed:

Changes in the school:

We added 2 new programs that are doing well. The programs are Tourism and Power Equipment Systems. We held a hunter safety course that 21 students completed. The carpentry program is building Santa's sleigh for the Saint Albans parade.

This is the last year of the Career Plus program. There will still be Options programs for at risk students.

WE moved Honors Medical Assistant to a bigger room because of enrollment.

Most of our high school enrollment is from the Saint Albans area and then Nitro. Robert Dorsey asked if we had busses from each school now. We do have busses from all 8 high schools.

The NOCTI scores were presented and our scores increased. Robert Dorsey asked if we thought that the test was important. We shared that we think it is important. Jennifer Kayrouz asked if it was a national test. Ms. Stowers elaborated on the purpose of the test and that the scores are nationally ranked and compared. Briana Westfall-Parent LSIC member- expressed concern about the low scores in some programs, especially as it affects funding. She asked what was being done specifically to increase scores. Discussion centered on teacher professional development designed to help them create lessons that focus on concepts students are struggling with while still teaching their CTE skills they need for their careers. Strategies for test taking were discussed along with a focus on concepts and standards students were not succeeding in to improve those areas on the NOCTI test. Greg Grimm asked what it would mean if a student doesn't pass the NOCTI. We explained that it only effects electrical for their Journeyman's. Kim Knapp asked about the ways our teachers and programs help students who are not good test takers. She shared her experience in her company of highly qualified students who do not seek out advancement in their careers if it involved a written test. We discussed how our programs and instructors are designed to help students succeed in their career fields. We have various strategies to help students who are struggling with academics and testing; mentoring; peer reviews; tutoring; alternative testing; adjustments to testing situations to accommodate student strengths. Ms. Knapp said she was glad to hear that as they are seeing many young people with great skills sets who may be limited by their difficulties with traditional testing.

7. Motions, Orders, Resolutions, Ordinances and Measures Proposed: No Motions
8. Announcements: Jennifer Stowers let everyone know the next meeting would be during the 3rd nine weeks between January 1, 2025 and March 2025. Greg Grim would be reaching out with a date for that next meeting. Members should jot down questions and concerns or topics for discussion to be given to Mr. Grim for the next meeting.
9. Adjournment: Meeting Adjourned at 6:00PM