

## Aldo Jackson

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**From:** Burket, Lee <lburket@pa.gov>  
**Sent:** Thursday, April 21, 2016 12:11 PM  
**To:** Aldo Jackson  
**Cc:** Kelleher, Jean; Safran, Vincent; Garnes, David  
**Subject:** Chapter 4 and Local Advisory Committee

Aldo:

Staff have indicated that during a recent on-site review of Erie CTC that evidence does not exist for a Local Advisory Committee. However, as we are reviewing materials in CATS for the reapproval of Erie CTC's career and technical education programs, the materials in CATS indicate a Local Advisory Committee exists.

From CATS

A. Local Advisory Committee The Operating Committee shall appoint a general advisory committee composed of representatives of business and industry and school administrators and, upon the request of the general advisory committee, shall appoint craft or course committees. The local advisory committee shall advise the Operating Committee on such matters as the need for a particular shop, laboratory, occupation, equipment, curriculum, labor management coordination, business and industrial requirements or selection of personnel. Chapter 4.33 mandates a Local Advisory Committee.

From Chapter 4

### **§ 4.33. Advisory committees.**

(a) A school district or AVTS administering or planning to administer vocational-technical education programs shall appoint a local advisory committee. Membership on the committee shall consist of business and industry representatives, public sector employers, agriculture, labor organizations, community organizations, postsecondary education institutions and the general public. The appointed advisory committee shall meet at least once each year and give advice to the board and the administration concerning the program of the school, including its general philosophy, academic and other standards, course offerings, support services, safety requirements and the skill needs of employers. An advisory committee may serve multiple institutions where employment areas overlap.

Before the Department can reapprove the programs at Erie CTC, we will need a demonstration that this mandate is met.

Please contact me if you would like to discuss this.

Sincerely,

Lee

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