PRE-ENGINEERING TECHNOLOGY & CURRICULUM ADVISORY COUNCIL

MINUTES

Meeting Date: February 9, 2004
Location: NHTI, Little Hall, Cafeteria Function Room

I. Meeting Purpose:

Scheduled meeting for the Pre-Engineering Technology & Curriculum Advisory Council

II. Members Present

- Richard Ayers
- Daniel Caron
- Charles Clough
- Robert Henry
- Judy Houston, Vice Chair
- William Johnson
- Lynn Kilchenstein
- Paul Leather
- William Leber
- Jane O’Hearn
- Brenda Quinn
- Val Zanchuk, Chair

Also in Attendance: Bob Butson, Rosie Deloge, Jim Gorman, Jim Leon, Irene Wright

III. Agenda

1. Approval of the Minutes of the December 11 Meeting
2. Updates
3. Formation of Curriculum Review and Curriculum Support & Refinement Committees
4. Schools for 2004-2005
5. Presentation of Intelitek’s Pre-Engineering Curriculum

Topic 1: Approval of the Minutes of the December 11 Meeting

Decisions/Conclusions: The minutes of the December 11 meeting were approved as submitted.

Topic 2: Updates

Decisions/Conclusions: Dr. Leon noted that the Women in Engineering program was held on January 15. The program was very successful. There were 130 registrants, however, due to the weather and school closings, only 30-35 actually participated. The suggestion was made to repeat the program in March for those who missed the January session. Dr. Leon distributed a listing of Pre-Engineering Technology grants which have been awarded. The total is $460,401.59 which was distributed to 11 school districts. Paul Leather noted that this is not going to be an easy budget year. He noted that PETAC will be seeking funds via the capital budget, which is a lengthy process. He also noted that public information and support for PETAC would be very helpful in the capital budget process. All requests are due in May and the Governor’s capital budget committee will review requests in June. Finally, the Governor selects the projects he wants included in the capital budget. Several attempts have been made to make the Governor aware of PETAC and Commissioner Simonton recently had a conversation with him on this topic. Dr. Leon noted PLTW schools will be participating in an exposition in May. Perhaps the Governor should be invited to attend to learn more about the program. Brenda Quinn suggested that a subcommittee be created in order to promote PETAC/PLTW. After discussion the decision was made that Ms. Quinn would chair the subcommittee consisting of Judy Houston, Paul Leather, Lynn Kilchenstein and Jim Leon or Irene Wright. Representative Leber inquired as to how much funding should be requested. Dr. Leon thought $200,000 for the next two years should suffice. Dr. Leon and Mr. Leather will come up with a dollar amount, which will then more than likely be negotiated. Dr. Leon distributed draft copies of the notice for curriculum providers that will be posted on the Department of Education website. Feedback regarding the notice should be sent to Dr. Leon. It was noted that Will Renaud of Hopkinton is one of two PLTW instructors invited to present to the Fern Foundation, a family foundation considering funding PLTW in Wisconsin. PLTW has new brochures highlighting two New Hampshire schools (Lisbon and Hillsboro-Deering). One of the brochures is specific to use with businesses. Dick Blais nominated Merrimack Valley High School to be recognized as one of the top 30 PLTW schools in the country. The nomination letter is on the EPCNH website.

Topics 3 : Formation of Curriculum Review and Curriculum Support & Refinement Committees

Decisions/Conclusions: Dr. Leon distributed copies of the proposed Curriculum Review Committee and the proposed Curriculum Support and Refinement committee. Mr. Zanchuk gave an overview of each and noted that feedback should be submitted to Dr. Leon or himself. After reviewing the proposed committees, Mr. Henry indicated he had a concern that there are curriculums other than PLTW which may not be based on the five PLTW courses. After a lengthy discussion, Mr. Leather noted that HB 1231 stipulates that in order to be eligible for a $50,000 match in funds, pre-engineering curriculums need to include five PLTW courses at a minimum. There seemed to be confusion regarding this issue. Mr. Zanchuk noted that the Curriculum Review Committee would get to the root of this issue. Jim Gorman noted that PLTW now has a Civil/Architectural Engineering course in place, and an Aeronautical Engineering course in progress, both of which are interchangeable. Representative Leber noted that if the curriculum needs to be changed, it would be the responsibility of the Department of Education. PETAC needs to make recommendations to the Department of Education. The Department of Education has leeway to write rules. After discussion it was decided to approve the Curriculum Review and Curriculum Support & Refinement Committees. Members of the Curriculum Review Committee will be Judy Houston, Bob Henry, Rosie Deloge, Steve Ryan and Jim Leon. Members of the Curriculum Support & Refinement Committee will be Dick Ayers, Brenda Quinn, Val Zanchuk, Jim Gorman and Jim Leon. In addition it was suggested that faculty members from NHTI and UNH be on this committee. Suggested NHTI faculty members include Loretta Welts and Bob Arredondo.

Topic 4: Presentation of Intelitek’s Pre-Engineering Curriculum

Decisions/Conclusions: A presentation including an introduction to Intelitek and Intelikek’s pre-engineering program was given by Mike Ogilvy, David Crowell and Brenda Quinn from Intelitek and Frank Cercone from RJT Educational Training Systems.
The next meeting will be held on Monday, April 12, at 8:00 a.m. at New Hampshire Technical Institute in the Cafeteria Function Room, which is located in Little Hall.
PRE-ENGINEERING TECHNOLOGY & CURRICULUM ADVISORY COUNCIL

MINUTES

Meeting Date: April 12, 2004
Location: NHTI, Little Hall, Cafeteria Function Room

I. Meeting Purpose:
Scheduled meeting for the Pre-Engineering Technology & Curriculum Advisory Council

II. Members Present

Richard Ayers
X Daniel Caron
___ Charles Clough
___ Robert Henry
___ Judy Houston, Vice Chair
___ William Johnson
X Lynn Kilchenstein
X Paul Leather
X William Leber
___ Jane O’Hearn
Brenda Quinn
X Val Zanchuk, Chair

Also in Attendance: Dr. William Simonton, Bob Butson, Dr. Jim Leon, Irene Wright

III. Agenda

1. Approval of the Minutes of the February 9 Meeting
2. New Schools Beginning 2004-2005 School Year
3. Status of Matching Grant(s) Program – DOE Budget Request and Private Sector Initiatives
4. NHTI/PLTW Summer Training Institute
5. Curriculum Review Committee – Status Report
6. Curriculum Support and Refinement Committee – Status Report
7. Update on Evaluation

Topic 1: Approval of the Minutes of the February 9 Meeting

Decisions/Conclusions: The minutes of the February 9 meeting were approved as submitted.

Topic 2: New Schools Beginning 2004–2005 School Year

Decisions/Conclusions: Dr. Leon distributed copies of the Status of PLTW Entering the 2004-05 School year. He noted that the new high schools include: Londonderry, Timberlane, Belmont, Manchester West, Manchester Central, Manchester Memorial and Manchester School of Technology. Middle schools include: Hillsboro-Deering and Newport. He noted that getting the Manchester schools on board has been a five year effort. Dr. Simonton noted that Concord High School wants to participate, however, one school board member is saying that there are no engineering jobs in the marketplace. Mr. Leather indicated that we need to continue our recruiting efforts at Concord High. He also noted that industry pressure would be helpful. Dr. Leon stated that Duncan Ballantyne is interested in getting Concord High on board. He also noted that the middle school program is beginning to take off. He noted that Lisbon has unofficially been teaching the middle school program. He also noted that 100 students participated in the second Women in Engineering session bringing the total to approximately 135.

Topic 3: Status of Matching Grant(s) Program – DOE Budget Request and Private Sector Initiatives

Decisions/Conclusions: Dr. Leon reported that there is $50,000 left. A total of approximately $658,000 has been used. He noted that although the deadline has passed, if there is a school interested on beginning Project Lead The Way, let him know and he will call PLTW-National. Mr. Leather would like to use the remainder of the funds. He and Dr. Leon will meet regarding who is in and who is not. The pre-engineering matching grant funding is a line item in the Department of Education’s capital budget. It would be helpful if requests beyond the Department of Education were made seeking additional funding. Several groups have been approached regarding support including NH Society of Professional Engineers and the Association of Consulting Engineering Companies. Mr. Zanchuk noted that the group has the matching funds is the Concord chapter of ASM. Mr. Leather noted that at Conway CTE, pre-engineering is required for the renovations which are being done utilizing Vocational Education funds. This is true for Concord as well. Mr. Leber noted that it would be much easier if we were to get on the Governor’s budget. We need to get someone to speak with Governor Benson regarding PLTW. The suggestion was made that perhaps Don Hill or Ralph Brickett could speak to Governor Benson. Mr. Leber indicated that it wouldn’t hurt to get business people involved and have them speak directly to the governor. Dr. Simonton suggested getting Governor Benson’s calendar and have him view a class in progress at Merrimack Valley High School. Mr. Leber indicated that he would work with Jim Gorman at Merrimack Valley to get some possible dates and times for a visit.

Topic 4: NHTI/PLTW Summer Training Institute

Decisions/Conclusions: Dr. Leon reported that New Hampshire Technical Institute will offer four courses this summer. This year the Engineering Design and Development course will be added. Project Lead The Way has stated that in a class of six or fewer participants, a Master teacher can teach the course. Summer Training Institute participants will be staying at the Red Roof Inn where a continental breakfast is included in the daily rate. The registration fee for the training at NHTI includes lunch in the cafeteria. Approximately 50% of the participants will be from New England and 50% from around the country. New Hampshire instructors need to come to NHTI for training.

Topic 5: Curriculum Review Committee

Decisions/Conclusions: Dr. Leon distributed copies of the Standards for Pre-Engineering Curricula that the Curriculum Review Committee composed. Mr. Zanchuk noted that this information needs to be given to Intellitek. Alvirne High School is in a holding status until this issue is resolved. Dr. Simonton noted that the standards don’t list the softer skills such as team work, presentations, reports, etc. Mr. Leather noted that minimum requirements need to be established.
Topic 6: Curriculum Support and Refinement Committee

Decisions/Conclusions: Dr. Leon distributed copies of the Curriculum Support and Review Committee's proposed efforts. He noted that the committee will coordinate visitation teams to PLTW schools with the purpose of reviewing programs, acknowledging exemplary practices and soliciting input from individual programs that can promote and sustain PLTW-NH. Two to three people from PETAC/PLTW should be appointed to participate in the visitations. He noted that Merrimack Valley is the first PLTW school which will be exposed to this process. Mr. Leather inquired as to whether or not there will be a certification recommendation process after the visitation. Mr. Leon noted that there would be recommendations. Dr. Leon suggested doing something at graduation ceremonies recognizing PLTW students. Dr. Simonton suggested having a PLTW Awards Night at NHTI and giving out certificates and have a reception. This will be planned for June 2005.

Topic 7: Update on Evaluation

Decisions/Conclusions: Dr. Leon reported that there may be two evaluation systems in place in the Fall. A grant was written to obtain a national student databank which holds information on 90% of postsecondary students in their database in the country. High schools who wish to be part of this program (for PLTW and/or Running Start) would receive funding. The cost to participate in this program is $350.00 per year. Dr. Leon spoke with Neil Tebano regarding True Outcomes. PLTW received three responses for a five-year evaluation contract. PLTW wants to look at everything nationally. New Hampshire will be the model site for the PLTW evaluations for other states to use.

Topic 8: Other

- Mr. Leber noted that the minutes from the February 9 meeting indicated there would be an exposition in May; he inquired what the exposition was. Dr. Leon explained it was a math/science exposition and that all PLTW high schools were invited to participate.

The next meeting will be held on Monday, June 14, at 8:00 a.m. at New Hampshire Technical Institute in the Cafeteria Function Room, which is located in Little Hall.

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PRE-ENGINEERING TECHNOLOGY & CURRICULUM ADVISORY COUNCIL

MINUTES

Meeting Date: June 14, 2004
Location: NHTI, Little Hall, Cafeteria Function Room

I. Meeting Purpose:

Scheduled meeting for the Pre-Engineering Technology & Curriculum Advisory Council

II. Members Present

X Richard Ayers  
Daniel Caron  
Charles Clough  
X Robert Henry  
Judy Houston, Vice Chair  
Richard Osborne for Lynn Kilchenstein  
Paul Leather  
X William Leber  
Jane O’Hearn  
Brenda Quinn  
X Val Zanchuk, Chair

Also in Attendance: Dr. Jim Leon, Dr. William Simonton

III. Agenda

1. Approval of the Minutes of the April 12 Meeting
2. Election of Chair and Vice Chair for 2004-2005 School Year
3. Governor Benson Visit to Merrimack Valley
4. Merrimack Valley Accreditation Review
5. Update on Perkins Reauthorization
6. Replacing Vacant G&C Appointees to the Advisory Council
7. Successful Outcomes Grant

Topic 1: Approval of the Minutes of the April 12 Meeting

Decisions/Conclusions: The minutes of the April 12 meeting were approved as submitted.

Topic 2: Election of Chair and Vice Chair for 2004-2005 School Year

Decisions/Conclusions: Dr. Leon reported that Val Zanchuk and Judy Houston were willing to remain Chair and Vice Chair for 2004-2005. Judy Houston will become Chair for 2005-2006.

Topic 3: Governor Benson Visit to Merrimack Valley

Decisions/Conclusions: Dr. Leon noted that Governor Benson visited the Project Lead The Way program at Merrimack Valley High School on June 9th. Both Dr. Leon and Dr. Simonton noted that it was a great visit. Governor Benson was impressed with the students and their projects as well as the sophistication of the projects. Jim Gorman noted that the students enjoyed the event and the attention they received. Dr. Leon indicated that Governor Benson is supportive in continuing the matching grants program. Dr. Simonton suggested having a photograph opportunity with the PLTW national people. The suggestion was also made that perhaps Dick Blais from PLTW national, Jim Gorman from Merrimack Valley High School and some PLTW students give a plaque to Governor Benson. It was noted that members of this committee need to be present at this event. Dr. Leon will set up this event.

Topic 4: Merrimack Valley Accreditation Review

Decisions/Conclusions: Dr. Leon noted that when a PLTW high school becomes accredited, the students can receive credit from the Rochester Institute of Technology and their teachers can become master teachers. Dr. Leon listed the questions which were asked of Merrimack Valley and their answers (attached).

Jim Gorman noted that all 18 2004 PLTW graduates who were enrolled in the capstone are continuing their education in engineering. A former graduate who entered the engineering field switched to math education. He also noted that all of the female students dropped out of PLTW. The students get good grades in the first course but still drop. Robert Henry and Dr. Simonton noted that it is a struggle to get students into the engineering programs. Robert Henry suggested developing a mentoring program for “at risk” students to help with retention. Jim Gorman noted that it is a mistake not having the middle school program. Paul Leather noted that decisions about college are being formed at the middle school or early high school level.

Topic 5: Update on Perkins Reauthorization

Decisions/Conclusions: Paul Leather noted that the partnership between higher education and businesses is what Perkins should be more about. The funding as a line item for Tech Prep has been moved into Title I Perkins line. New Hampshire won’t receive the same amount of funding due to this change. Large states will get the Tech Prep allotment. He suggested that Senator Gregg be contacted. Dr. Simonton, Val Zanchuk and Bill Leber will send an e-mail to Senator Gregg. Paul Leather noted that it would be good for Senator Gregg to hear from people from various venues. Jim Leon will send an e-mail to all PETAC members regarding contacting Senator Gregg.

Paul Leather noted that the Department of Education as well the New Hampshire Community Technical College System budgets will go before the Capital Budget Committee on June 15. Each will have 15 minutes to present their budget. Paul Leather noted that it does not hurt to have supporters in attendance. The Department of Education presents at 10:45 a.m. and the New Hampshire Community Technical College System presents at 11:00 a.m.

Topic 6: Replacing Vacant G&C Appointees to the Advisory Council

Decisions/Conclusions: Dr. Leon noted that the PETAC Committee has lost one business representative and two superintendents. The members are appointed for a three year period; however, the three vacancies should be filled as soon as possible. Nominations need to be approved by G&C. The suggestion was made to seek a superintendent from the southern part of the state. Suggestions for the vacant positions should be e-mailed to Dr. Leon. When decisions are made, nominations need to be submitted to G&C.
Topic 7: Successful Outcomes Grant

Decisions/Conclusions: Dr. Leon distributed copies of a PowerPoint presentation regarding the grant. He noted that Ann Weddleton of the NHCTC System Office wrote the grant requesting $25,000 from New Hampshire Higher Education Assistance Foundation. The grant would allow schools to track students beyond high school. Ann Weddleton is currently working with Successful Outcomes. There are 10 PLTW high schools which have all five PLTW courses. The grant money, if received, could be used to track graduating seniors at these schools at a cost of $425 per year for three years. The high schools could then get a yearly printout of where the graduates are attending school.

Topic 8: Other

- Val Zanchuk inquired as to the progress of the Curriculum Review Committee. Dr. Leon indicated that a questionnaire has been developed. He will send copies of the self-assessment to all PETAC members. Feedback should be submitted to Dr. Leon. He also noted that he has not heard back from Intellitek regarding their educational program.

- Robert Henry noted that UNH has two $1,000 scholarships for PLTW students. He inquired as to how he can contact PLTW graduates regarding the scholarships. The suggestion was made to have guidance offices at PLTW high schools submit the names of PLTW graduates to Robert Henry via e-mail. It would be very helpful if these names could be submitted in November for recruiting purposes.

The next meeting will be held on Monday, September 13, at 8:00 a.m. at New Hampshire Technical Institute in the Cafeteria Function Room, which is located in Little Hall.

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PETAC Minutes of September 13, 2004

In attendance:
Paul Leather, Val Zanchuck, Chris Tyrie, Charles Clough, Ann Weddleton,
Dick Ludders, Ralph Minichello, Bill Leber, Richard Ayers, Judith Houston,
Robert Henry, Dick Osborne, Jim Leon, Irene Wright

Introductions were made. The minutes of June 16th were accepted as presented.

Judith brought the Board up to date on the birth of Madeline Rose who is now three months old.

In reviewing the membership of the PETAC Board, it was noted that both Ralph Minichello and Donald Jones would complete their terms. Richard Ludders will be nominated to replace Bill Johnson who resigned. This nomination will be forwarded to Governor and Executive Council. The Members were asked to update their contact information.

Jim introduced Ann Weddleton of the Community/Technical College System. Ann has received a grant from the New Hampshire Higher Education Assistance Foundation to pilot ‘Successful Outcomes’, a program to track high school graduates into the post secondary system and provide feedback regarding the impact of the PLTW curriculum. The National Student Clearing House database has a 91% of students enrolled in post secondary education in the United States. The PLTW focus in this initiative will include ten high schools. The cost of $425 per school will be covered for three years by the grant. Though PETAC’s interest is in outcomes for PLTW students, all graduates for each of the ten schools will be entered into the database. Any of the schools may enter previous graduating classes.

The projected PLTW enrollment for 2004-2005 is 1600 students, with as many as 300 graduating in 2005. Information from the National Student Clearing House for the class of 2004 will be available by February. The intent will be that the information will be available to PETAC in the spring.

‘True Outcomes’ has been awarded the contract for the National PLTW Evaluation. Judith and Jim will contact ‘True Outcomes’ regarding the development of the state-wide evaluation system.

Val Zanchuk noted that there were two major initiatives last year. The first was the development of a self-evaluation document for curriculum providers wishing to partner with New Hampshire high schools in proposals for matching grant funds from the state. Jim said that notice for this process is posted at www.epcnh.org and the Department of Education websites. The second project was the development of the PETAC review team’s evaluative process. Last year Merrimack Valley piloted this process for PETAC. The team consisted of Paul Leather, Lynn Kilchenstein, Bill Leber, and Jim Leon.
Bill Leber moved 1.) to make visitations without charge and that they be scheduled yearly for a rotation of 1/3 of the schools. 2.) certification may be done at the same time or not. Bob Henry seconded the motion. Discussion included 1.) The review of team membership suggested that at least one member of the Board, one member from EPCNH, and a lead teacher and /or college instructor. 2.) The evaluation team would not charge for the review; however, certification would have a cost attached. 3.) Schools would receive a self-assessment to complete before the review. Jim Leon and Dick Ayers will meet to reevaluate the format. Chris Tyrie thought the format for the visitations should be rigorous. The motion passed unanimously.

Jim will send a tentative schedule of schools to be visited for each of the next three years.

Judith suggested that the Women in Engineering workshop be held again this year since those held this past year were very well attended. She also recommended that awareness of the events should be made available to the high schools. Judith noted that engineers from NHPE and ASCE frequently ask her how they can help. Possible answers included 1.) engineers could serve on local advisory boards 2.) and an email-mentoring program might be established like a chatroom. A third suggestion included observing National Engineers Week.

Jim announced that the next counselors’ meeting has been scheduled for January 7th and 8th in cooperation with the University of New Haven and Worcester Polytechnic Institute and will be held in Warwick, RI.

The Summer Training Institute provided four courses this year and trained 46 teachers, 60% being from New Hampshire

Dick Osborne made the Board aware of the publicity that had been generated.

Jim shared with the Board that on Tuesday, September 8th Dick Blais, PLTW executive director, had presented a plaque recognizing New Hampshire’s contribution to the development and growth of PLTW nationally. The picture and text are on the website.

The next meeting will be held on November 8th in the cafeteria Function Room at 8 a.m.

Respectfully submitted,
Irene Wright
Meeting Date: November 8, 2004
Location: NHTI, Little Hall, Cafeteria Function Room

I. Meeting Purpose:
Scheduled meeting for the Pre-Engineering Technology & Curriculum Advisory Council

II. Members Present
- Richard Ayers
- Daniel Caron
- Charles Clough
- Robert Henry
- Judy Houston, Vice Chair
- Lynn Kilchenstein
- Paul Leather
- William Leber
- Jane O’Hearn
- Brenda Quinn
- Val Zanchuk, Chair

Also in Attendance: Jim Leon, Irene Wright, Kim Runion, Tina Hale, Dick Ludders, Steve Ryan

III. Agenda
1. Approval of the Minutes of the September 13 Meeting
2. Update on Successful Outcomes – Outcome of November 5 Training
3. Enrollment Figures for 2004-2005 School Year
4. New England Guidance Counselors’ Conference
5. Eigurening
6. Organizing for Program Reviews

Topic 1: Approval of the Minutes of the September 13 Meeting

Decisions/Conclusions: The minutes of the September 13 meeting were approved as submitted.

Topic 2: Update on Successful Outcomes – Outcome of November 5 Training

Decisions/Conclusions: Dr. Leon noted that training for the ten high schools participating in the Successful Outcomes project was held on November 5. All participating PLTW high schools were represented. Representatives ranged from principals to guidance directors. Irene Wright noted that the data entry is done in Excel and is very easy. Most information which needs to be input is in the school records. The outcomes are not as clear as the data entry. It was noted that PLTW does not store this information. There was concern regarding the Freedom of Information Act and collecting student information. It was noted that so long as the student name is not tied to the information, this should not be a problem.

Topics 3: Enrollment Figures for 2004-2005 School Year

Decisions/Conclusions: Dr. Leon distributed copies of the Project Lead The Way Enrollments – 2004-05 School Year. Two changes were noted; the total for Bow should be 91 and the total for Berlin should be 53. Dr. Leon gave an overview of the enrollment figures. The total number of students is 1368 of which 1190 are male and 178 are female. It was noted that the number of females compared to the number of males is extremely low. Dr. Leon noted that the numbers of females entering PLTW is decreasing. He also noted that schools which have career technical centers have the lowest number of female enrollees. Jim Gorman noted that he was disappointed in the number of females enrolled in PLTW courses at Merrimack Valley. He noted that females tend not to stay in the program. This issue needs to be researched. Robert Henry suggested that perhaps by offering general engineering for the first three courses and then offering specialty courses may keep females in the program. Jim Gorman suggested that PLTW be made aware of this point. Robert Henry noted that partnering with business and industry for internships may keep students in the program. Dr. Leon noted that this can be done. Robert Henry noted that things can be done to attract younger students into PLTW; manning tables at expositions, participating in events during Engineering Week, etc. Dick Ayers suggested inviting students to work with current engineers on real problems where they can see real applications may attract students regardless of gender. Robert Henry suggested reinstituting the UNH Summer camp program. This was
done a few years ago. The suggestion was made to also offer courses during the Summer to lighten the load in the Fall. It was noted that money is also an issue. The question was raised as to whether or not Perkins money could be used at non-regional vocational centers. Kim Runion noted that Perkins funds go to approved programs and that the amount New Hampshire receives is capped, so money awarded to comprehensive high schools would have to be taken from CTE centers. Tina Hale noted that the approved programs need to be two-year career and technical education programs. She will research whether or not PLTW would be considered an approved program. Dr. Leon noted that Dick Blais will be in New Hampshire during Thanksgiving week; do we want to meet with him to bring these issues to PLTW national? Dr. Leon also suggested that this group look at creating a strategic plan (perhaps five years out) to help in rectifying these problems as well as others which may come up. Dick Ayers suggested choosing two or three critical issues and compile information to be brought to the next meeting. Some issues to consider would be attracting women to the program, affordability, how to keep the program going, what are the major challenges, etc. Robert Henry noted that business and industry needs to step up to the plate.

Dr. Leon also noted that he knows of four high schools which are considering applying for a matching grant; two career technical centers (Alvirne and White Mountain) and two comprehensive high schools (Winnacunnet and Exeter). He noted that there is $101,000 left in the matching grant fund. He noted that both of the career technical centers could be brought on or a combination of one career technical center and one comprehensive high school. He also noted that two high schools that have gone through the process are having difficulty getting the program started (Belmont and Gorham). These schools are also in competition for the remaining $101,000.

**Topic 4: New England Guidance Counselors’ Conference**

**Decisions/Conclusions:** Dr. Leon noted that there will be a Tech Prep – School-to-Career meeting on January 12 at NHTI. He also noted that the New England Guidance Counselors’ Conference will be held in Rhode Island on January 13 and 14.

**Topic 5: Ementoring**

**Decisions/Conclusions:** Dr. Leon noted that there are two problems surrounding the e-mentoring:
1. Concern regarding e-predators
2. Concern regarding who is going to manage the program

He noted he will not be able to manage the program due to the fact that he is a one man department with help from Irene Wright one day per week and technical help from Steve Ryan on an “as needed” basis. He will meet with Judy Houston regarding this issue.

**Topic 6: Other**

- Dr. Leon noted that for the second time Bow High School has received a grant from MIT for a remote control submersible vehicle, which was designed in the Engineering Design and Development class.
- Dr. Leon distributed copies of the proposed Curriculum Review and asked members to review the information and send feedback to him.
- Dr. Leon noted that he visits each PLTW high school twice per year. He noted that New Hampshire has a great support system. Steve Ryan is the technical support for New Hampshire.

The next meeting will be held on Monday, January 10, at 8:00 a.m. at New Hampshire Technical Institute in the Cafeteria Function Room, which is located in Little Hall.

/rp