

# Atlantic Technical College and Technical High School

**SAC Minutes - May 21, 2024**

## **Attendance:**

**Members:** Portia Booker, Cathy Castelli, Hallema Collier, Ariana Flores, Alexa Horodecki, Shelda Noel, Sahkyas Paulino, Neeta Rancourt, Bevlyn Sagon, Jean Vilus, Sandra Welch, Nicole Willis

**Attendees:** Dr. Tammy Clabo, Sofia De Los Santes, Debbie Evangelista, Vicky LaPorte, Rhonda Matos, Rebecca Miller, Andrea Nguyen, Brian Norris, Miladys Puddin, Kimberly Rosas-Gonzalez, Felicia Starke

## **Call to Order:**

A meeting of the Atlantic Technical College School Advisory Council was held in Building 11- Room 216 on 5/21/24. Mayor Sandra Welch called the meeting to order at 8:05 AM. Nicole Willis will record minutes for this meeting.

## **Minutes:**

*Alexa Horodecki* motioned to approve the minutes of 3/5/24. Seconded by *Portia Booker*. Motion passed unanimously.

## **Agenda:**

1. Welcome and Introductions- Mayor Sandra Welch
2. Approval of Minutes 3.5.24 – Motion to approve by Alexa Horodecki. Seconded by Portia Booker. Motion passed unanimously.
3. Director's Update – *Neeta Rancourt*- Construction is still in progress as a result of the Smart Bond. Building 3 construction will start and remain through the Summer. Five restrooms will be renovated. The PA and fire systems on Banks Road will be connected to the rest of the campus. The ATC school clinic will be constructed. There is also a parking lot project planned to expand availability for students, visitors, and staff.
4. FY25 Atlantic Technical College and Technical Budget – *Neeta Rancourt* – ATC has a balanced budget and enrollment is favorable for the 2024-25 school year. Funding is based on enrollment. The funding increased by twenty-three in FTE (high school). Adult FTE grew by three hundred. There is growth in adult general education (ESOL) and in apprenticeship. There is growth in many areas. Increased to two million dollars in funding. Atlantic Technical College's budget is \$37 million. There is a large increase in the number of Social Studies instructors based on the newly required Financial Literacy course. Special Programs staff increased in the number of instructors and job coaches. The *School Accountability Funds* have not been received since fiscal year 2021. Unspent funds carried over to the subsequent years. School Recognition Funds (A+ Funds) process will begin in October 2024. Atlantic Technical College has not experienced decline in funding and remains in good standing.
5. Atlantic Technical College Strategic Plan 2023-2026 (*Rebecca Miller/Neeta Rancourt*) – The plan aligns with the COE accreditation requirements. Current school data: Completion Rate – 78% Placement Rate – 89% Licensure Rate- 93%. The percentages represent the 2021-22 school year as data is reported two years in arrears.
6. SAC and School Recognition Funds Balance \$12167.77 – *Cathy Castelli*
  - a. *Pendulum* – Cicos (\$288.38)  
Motion to approve by Alexa Horodecki. Seconded by Ariana Flores. Motion carried unanimously.
  - b. *Ward's Science – Forensics* (\$326.84)  
Motion to approve by Alexa Horodecki. Seconded by Portia Booker. Motion carried unanimously.
  - c. *Flinn Scientific – Forensics* (\$697.88)  
Motion to approve by Alexa Horodecki. Seconded by Portia Booker. Motion carried unanimously.
  - d. *Empire Office – shelves* (\$603.00)  
Motion to approve by Portia Booker. Seconded by Ariana Flores. Motion carried unanimously.
  - e. *Dietz – Long Way Down by Jason Reynolds* (\$599.00)

- Motion to approve by Alexa Horodecki. Seconded by Sahkyas Paulino. Motion carried unanimously.
- f. *Scan Tron Scanner (\$3697.00)*  
Motion to approve by Ariana Flores. Seconded by Alexa Horodecki. Motion carried unanimously.
  - g. *PA System and accessories for PE (\$4213.62)*  
Motion to approve by Alexa Horodecki. Motioned seconded by Ariana Flores. Motion carried unanimously.
  - h. *Dietz – The Things They Carried (\$300.00)*  
Motion to approve by Ariana Flores. Seconded by Alexa Horodecki. Motion carried unanimously.
  - i. *Staples Supplies for Math (\$249.00)*  
Motion to approve by Alexa Horodecki. Seconded by Hallema Collier. Motion carried unanimously.
  - j. *Materials for Tech Tiger Period (\$456.49)*  
Motion to approve by Hallema Collier. Seconded by Miladys Puddie. Motion carried unanimously.
  - k. *Award Certificates – Staples (\$326.40)*  
Motion to approve by Alexa Horodecki. Seconded by Sahkyas Paulino. Motion carried unanimously.
  - l. *Florida Teens Reads (\$329.91)*  
Motion to approve by Alexa Horodecki. Seconded by Portia Booker. Motion carried unanimously.
7. SAF Update- Shelda Noel – There has not been a SAF meeting scheduled. No report.
  8. SIP Update – Cathy Castelli – Goals: FAST test Reading (Exceeded the goal) Algebra – on track to meet the goal. Testing takes place this week.
  9. COE – Rebecca Miller – The COE team will visit the September/October 2024. There are ten standards under review for the visit, each with required written plans. To remain in good standing, the accrediting agency requires the following metric: Placement (70%), Completion (70%), and Licensure (60%). The written plans are currently under review. Ms. Miller provided a brief overview of the standards.
  10. Media Center Collection Development Policy – Cathy Castelli – Each school is required to have the plan on the website. Collection Analysis requirements: Minimum of six thousand books, cannot have more than 50% of collection older than fifteen years. ATC meets the requirement. In addition, the Media Center has a diverse collection of materials. A new thesaurus is needed along with non-fiction books and AP Spanish novels.
  11. School Wide Behavior Plan – Monique Litthcut – ROAR (Ready to Work, On Time, Attentive, Responsible) is in place to reward students for good behavior. A review was provided of the uniform policy with forbids baggy jeans with large holes or slits. An Honor Code Violation process is also in place.
  12. Student Comments – Mayor Sandra Welch
    - a. Alexa Horodecki – Irish for a Day event, Staff Appreciation (Bees for a Week), provided a gift for Ms. Stark, planned the baby shower for Jamie Enlow.
    - b. Sahkyas Paulino – Participated in the Class of 2022 Reunion, machining students attained internships through the Pre-College Career Connections, former students were highlighted for their success.
    - c. Portia Booker – The web students use social media accounts as part of the social media marketing curriculum. The BPA students competed in the Chicago competition and enjoyed learning about the culture of the city. Mark Greco attained 4th Place in the USA. The students are finishing the year reviewing the year. The students all attained certifications.
    - d. Ariana Flores – The high school PN students are in clinicals. The Patient Care students all passed their certification exams. The Pharmacy Tech students are preparing for clinicals.
  13. Assistant Directors' Updates
    - a. Vicky Laporte – Grade 10 ELA 85% Grade 9 90%. Ms. Collier – Attended the Magnet school conference. ATC received an award. Ms. Puddie – Accompanied students to the Broward College Jumpstart program. Ms. Love – Accompanied students to the My Next Move event, sponsored by CTACE. Senior Signing Day allowed seniors to represent their next step after high school. Ms. Puddie – Junior Information Session – Event led by Brace Cadets. Ms. Laporte provided an overview of programs in place with partners.
    - b. Brian Norris – Culinary program participated in SkillsUSA, a senior from Stoneman Douglas received a full tuition scholarship for the PN program. BPA students won awards during the national

competition in Chicago. The Court Reporting program completed the NCRA accreditation process. Two adult students from the Central Sterile Processing Technician program were recognized for performing CPR on a Walmart customer. A graduation ceremony was held for the TIE students. Publix staff met one of the TIE program graduates who has now been hired.

- c. Tammy Clabo – Plumbing program will welcome the first class in August. The ESOL program has expanded to daytime classes on the Main Campus.
- 14. Business & Economic Development Update – Nicole Willis – Spring Career Fair 2024 was a success with at least 82 participating businesses and 400+ students in attendance. Pre-Career events were hosted by the TIE programs (Interview Boutique) and Career Center in an effort to help the students prepare for the event. Ms. Willis attended CareerSource Broward's IT Employer Forum. The topic of discussion was Artificial Intelligence. The support materials were shared with the Business/IT instructors.
- 15. SESIR Update – Brian Norris – No incidents since the last meeting. ATC is the safest school in the state.
- 16. Announcements – Mayor Sandra Welch – A congratulations was extended to the graduating seniors.

Next meeting will be held on September 24, 2024 at 8:00 AM. The location is to be determined.

**Meeting Adjournment:**

Motion: Mayor Sandra Welch motioned to adjourn the meeting at 9:34 AM. Seconded by Cathy Castelli.

Submitted by,

Nicole Willis, Secretary

Approval Date: \_\_\_\_\_

DRAFT

**Atlantic Technical College and Technical High School**

**A+ Recognition Funds Ballot 2024-2025**

**Please vote for 1 proposal ONLY. Ballots with MULTIPLE selections will be void**

**Proposal #1:**

100% of the money awarded to Atlantic Technical College and Technical High School as A+ School Recognition funds will be divided evenly among Atlantic Technical College and Technical High school employees who were employed during the 2023-2024 school year as full-time contracted employees, full-time non-contracted teachers with magnet high school students, contracted employees who worked less than 100% and will be awarded according to the percentage worked, and full-time assigned to Atlantic Technical College and Technical High School: CSM, Security Specialist, Campus Monitors, and Guardians. All awards will be subject to income taxes.

**Proposal #2:**

None of the above

**Atlantic Technical College and Technical High School**

**A+ Recognition Funds Ballot 2024-2025**

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**Proposal #2:**

None of the above

# Atlantic Technical College

## Strategic Plan 2023-2026

| Strategic Goals  | Student Recruitment/Enrollment  | Student Performance/Achievement   | Employment   |                     |                |      |                    |
|--|---|---|--|---------------------|----------------|------|--------------------|
| <b>Strategic Objectives</b>                                      | Increase equitable access to CTE Programs at the Main and Branch Campuses | Increase Overall Completion Rates and Licensure Rates in CTE Programs at the Main and Branch Campuses | Increase Student Overall Placement Rates for Graduates of CTE Programs at the Main and Branch Campuses |                     |                |      |                    |
| <b>Baseline</b><br><i>Source: COE Annual Report 2022 Edition</i> | 2022: 1011 UFTE<br><i>UFTE - Unweighted Full-Time Equivalency</i>         | 2022 CTE Completion Rate 74%<br>2022 Licensure Rate: 70%  | 2022 Placement Rate 85%  |                     |                |      |                    |
| <b>Measurable Objective</b>                                      | Increase enrollment by 2% annually in Fiscal Years 2024, 2025 & 2026      | Increase overall completion and licensure rate by 1% in Fiscal Years 2024, 2025 & 2026                | Increase the job placement rate by 1% in Fiscal Years 2024, 2025 & 2026                                |                     |                |      |                    |
|  | Year  | UFTE  | Year   | CTE Completion Rate | Licensure Rate | Year | Job Placement Rate |
|  | 2023  | ≥1031   | 2023   | ≥75%                | ≥71%           | 2023 | ≥86%               |
|  | 2024  | ≥1052   | 2024   | ≥76%                | ≥72%           | 2024 | ≥87%               |

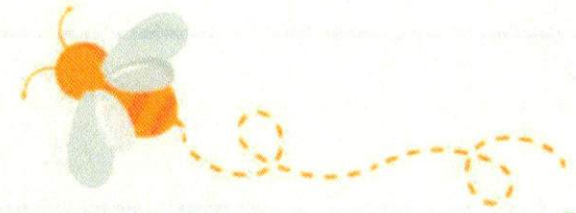
### Outcomes

| Annual Report Year | School Year (Data) | Completion Rate | Placement Rate | Licensure Rate |
|--------------------|--------------------|-----------------|----------------|----------------|
| 2022<br>(Baseline) | 2020-2021          | 74%             | 85%            | 70%            |
| 2023               | 2021-2022          | 76%             | 89%            | 93%            |



#ATCChangingLives

# Council on Occupational Education Benchmarks



- ✓ **C Completion Rate (60% minimum)**
  - Graduated from the Program
  - Did not graduate from the program but working in a related field (Non-Graduate Completer)
- ✓ **P Placement Rate (70% minimum)**
  - Graduate who is
    - Working in a related field
    - Continuing their education
    - Entered the military
  - Non-Graduate Completers
- ✓ **L Licensure Rate (70% minimum) Based on Practical Nursing**



#ATCChangingLives



**Atlantic Technical College & Technical High School**  
**School Advisory Council**



Date: **08/27/24**

Name: **Sofia De Los Santos**

Programs: **Student Government Association**

**Topic: Tech Tiger!**

**Highlights (please limit to 4 key points)**

- Debut of Tech Tiger Camp was a success
- Tech Tiger Invasion informed those freshmen who couldn't make it to camp
- First Day for Freshmen, Last First Day for Seniors
- Ecstatic for SGA's partnership with the Senior Class

**Topic: Events**

**Highlights (please limit to 4 key points)**

- Club Rush is happening twice this year (Tuesday, August 27<sup>th</sup>)
- Autumn Fest is an event used to donate to the Anthony Rizzo: Kids with Cancer Foundation (Entry: Canned good and \$20)
- The foundation directly supports families whose children are going through cancer treatment

**Topic: Community Outreach**

**Highlights (please limit to 4 key points)**

- Partnership with the City of Coconut Creek: Ms. Kelly's students are ready to train for pickleball in the Coconut Creek courts
- Currently reaching out to local businesses to ask if they would donate to the Anthony Rizzo Foundation
- We are looking to have at least two Coconut Creek police officers at Autumn Fest to provide security
- Nursing students at ATC move to promote health and wellness by providing services to Ms. Kelly's physical education class.



**Atlantic Technical College & Technical High School**  
**School Advisory Council**



**Date:** August 21, 2024

**Name:** Paola Belidor

**Programs:** Machining Technologies

**Topic:** Former students

**Highlights (please limit to 4 key points)**

- Some students from class of 2024 got internships at Pompano Precision
- They were offered jobs after they completed the internship

**Topic:** Sintavia Field trip & marine Industry visit

**Highlights (please limit to 4 key points)**

- Over the summer Machining students visited a company called Sintavia
- Star Center
- Marine Industries Association of South Florida

**Topic:** Certifications

**Highlights (please limit to 4 key points)**

- juniors received the yellow belt Six Sigma certifications
- Majority of juniors got the OSHA 10 certification
- Next certification is Solidworks





**Atlantic Technical College & Technical High School**  
**School Advisory Council**



**Date:** August 27, 2024  
**Name:** Kimberly Rosas-Gonzalez & Andrea Nguyen  
**Programs:** Web Development

**Topic: First Day of School!**

**Highlights (please limit to 4 key points)**

- Juniors are being introduced to the basics of web development & working to be IT Fundamentals certified.
- Seniors are starting to work towards their Dreamweaver certification.
- Adult students continue with their education. Older students are working on portfolios and newer adult are starting IT Fundamentals.

**Topic: BPA (Business Professionals of America)**

**Highlights (please limit to 4 key points)**

- The first BPA meeting will be on August 29<sup>th</sup>, 2024.Bp
- Monthly meetings for Juniors will be at 7:30 AM – 8:30 AM. Seniors will have it 12:45 PM – 1:45 PM.
- BPA develops and empowers student leaders to discover their passion and change the world by providing different opportunities.

**Topic: Junior Achievement**

**Highlights (please limit to 4 key points)**

- Junior Achievement Fellows Information Session for seniors will be on Wednesday August 28, 2024.
- In this program, students gain real world business experience by working in groups to conceptualize, capitalize, and manage their own small business. Profit gained from business created is kept for group members.



**Atlantic Technical College & Technical High School**  
**School Advisory Council**



Date: **8/27/2024**  
Name: **Gerald Lopez**  
Programs: **Dental Assisting, Medical Assistant, Practical Nursing**

**Topic: Dental Assisting**

**Highlights (please limit to 4 key points)**

- Proper mouth cleaning
- Dental Alginate (provides view that are difficult to get from just looking in the patient's mouth)
- Proper sterilization of instruments and placement

**Topic: Medical Assistant**

**Highlights (please limit to 4 key points)**

- Finger Sticking
- Phlebotomy & Proper Tourniquet use
- Scenarios in class



# Atlantic Technical College & Technical High School

## School Advisory Council



Date: August 27, 2024

Name: Vicky LaPorte

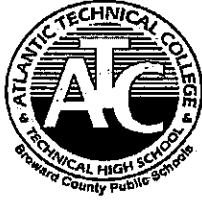
Program: High School

### Topic: High School Kudos

- We are an A school once again and the #1 high school in the district!
  - FAST ELA 9<sup>th</sup> – 89%
  - FAST ELA 10<sup>th</sup> – 83%
  - Algebra – 89%
  - Geometry – 83%
  - Biology – 98%
  - U. S. History – 99%
  - Florida Civics Literacy – 91%
- Blue Ribbon Schools of Excellence – Lighthouse School
- Enrollment – 603 total magnet high school students
  - 9<sup>th</sup> – 166
  - 10<sup>th</sup> – 151
  - 11<sup>th</sup> – 141
  - 12<sup>th</sup> - 145
- Advance Placement Exams
  - Percent of students with scores 3+ - 35.07%; up from 26.23% in 2023
  - Highlights
    - United States History: ATC - 90%; FL – 70.6%; Global – 72.2%
    - Human Geography: ATC – 63.2%; FL – 53.9%; Global – 56.1%

### Topic: New to ATC

- Forensic Science class
- Debate Club
- Tech Tiger Times



**Atlantic Technical College & Technical High School**  
**School Advisory Council**



**Date:** 8/27/2024  
**Name:** Dr. Tammy Clabo  
**Programs:** Tech Trades, Academic Studies & ESOL

**Topic: Tech Trades**

**Highlights**

- Plumbing program opened with 19 enrolled.
- Increased CDE students
- Most programs at capacity

**Topic: Academic Studies**

**Highlights**

- 85 GED graduates
- Opened online learning department
- Increasing enrollment

**Topic:**

**Highlights**

- 1750 as of 8/21/24
- Opening new classes
- Focus- Transitioning students to Academic Studies and CTE programs.



# Atlantic Technical College & Technical High School

## School Advisory Council Assistant Director Updates



**Date: August 27, 2024**

**Assistant Director: Brian T. Norris**

### **Program: Professional Culinary Arts & Hospitality**

- This summer our culinary arts students toured Publix Supermarkets and Cheney Brothers Florida Food Service Distributor.
- Culinary Arts implemented a new uniform policy and revealed a new ATC culinary logo that appears on the student's chef jackets, t-shirts and caps that must be worn during class and events.

### **Program: Business and Information Technology**

- Business Professionals of America will be attending the Student Leadership Summit in Washington, D.C. September 26-29, 2024. Ten senior student officers will be attending. There will be student and advisor leadership training sessions and workshops.
- The Business and IT classrooms are being renovated with new paint, carpeting and furniture.

### **Program: Office of Student Affairs**

- The Office of Student Affairs has done an exceptional job registering all our new students to start the new term.
- Explore Your Tomorrow event that supports the transition of GED and ESOL students into CTE programs.
- CTE Adult Academic Support Workshops that assist CTE students with program completion.
- AGE Transition to CTE classroom visits to encourage students to enroll in a CTE program while working toward obtaining their GED.



# Atlantic Technical College & Technical High School

## School Advisory Council

### Assistant Director Updates



Date: 8/20/24

Assistant Director: **Brian Bush**

Programs: **Health Science**

#### Health Science

- The Health Science Education Department currently has an enrollment of 141 new and returning post-secondary and career dual enrolled students across 7 programs areas.
  - Medical Assisting
  - Dental Assistant Technology & Management
  - Hemodialysis Technician
  - Central Sterile Processing Technician
  - Pharmacy Technician
  - Medical Coder Biller
  - Patient Care Technician

#### Clinical Rotations

- The students in the Medical Assisting, Dental Assisting and Pharmacy Technician programs are all participating in clinical rotations where they are applying the skills learned in class out in industry. Our clinical partners are pleased to have our students assist with providing care.

#### New Faculty Members

- Ms. Chakalia Roseway and Ms. Carolyn Khan have recently joined the Health Science faculty. Ms. Roseway is one of our Dental Assisting Instructors and Ms. Khan is teaching our Mental Health Technician and Patient Care Technician programs.



# Atlantic Technical College & Technical High School

## School Advisory Council

### Assistant Director Updates



Date: 8/20/24

Assistant Director: **Brian Bush**

Programs: **High School Practical Nursing & Patient Care  
Assistant Integrated Education and Training**

#### High School Practical Nursing

- 20 students enrolled
- Pinning Ceremony planned for December 17, 2024
- Program ends December 20, 2024

#### Patient Care Assistant Integrated Education and Training

- Anticipate 14 enrollees
- May graduates awaiting CNA test dates

#### Patient Care Assistant – Evening

- Collaboration with Urban League of Broward for Evening PCA program
- Anticipate 20 students per cohort
- Program to be offered in September and January (Mon – Thur, Sat)



**Atlantic Technical College & Technical High School**  
**School Advisory Council**



Date: **8/27/24**

Name: **Nicole Willis**

Programs: **Career Services and Business News**

**Topic: 2024-25 Is Getting Off to a Great Start!**

**Highlights**

- The Mirror of Self Reflection - A mirror was purchased for the Career Center and promotes self-reflection, "getting ready, and "being ready."
- Practical Nursing Career Day – Monday, August 12, 2024
- Career Center Introduction sessions are being held in the Career Center and classrooms. The sessions provide an overview of services and completion of College Central and Big Interview registrations.

**Topic: Business Connections**

**Highlights**

- Wellpath, a company providing health services in the jails and prisons, donated PPE to our students in the form of gowns, full body coverups, safety glasses, and face shields. The items are being used by Practical Nursing (Arthur Ashe, Jr. Campus) and Automotive Collision Technology Technician programs.
- Met with Truist, one of the vendors from Spring Career Fair 2024, to learn about the financial awareness and small business workshops they provide. The plan is to have them present workshops in person and virtually.
- Cleveland Clinic recently hosted a virtual presentation highlighting the employment opportunities available to current students.



**Topic: Upcoming Events**

**Highlights**

- Ring Power, the full-line Caterpillar dealer, will be on campus Wednesday, August 28, 2024, to receive a tour, meet instructors, and recruit for the following positions: Experienced Utilities Service Technician, Field Service Technician III - Air Compressor, and Vocational Account Manager – Utilities. Representatives will meet with students/alumni on the patio and in the Career Center.
- Broward County Public Schools has a new department called, Strategic Partnerships. The goal of the new department is to increase engagement with the business community. Jump Start 2 Partnerships will train the Program Assistants in the BTU- ESP bargaining unit on how to network and build partnerships. The department will also focus on improving staff employability skills. The first priority is in the area of customer service. All three Broward Technical College career advisors have been deemed PPAs (Priority Partnership Ambassadors).
- The Hospitality & Tourism Industry Forum, a CareerSource Broward event in partnership with the Hollywood Chamber of Commerce, will be held on September 18, 2024. The theme is, “Tackling the Recruitment and Retention Challenges in Hospitality.” Our guest speaker will be, Rozeta Mahboubi, Regional Director of the Florida Restaurant and Lodging Association.
- Build Better Careers, an OIC sponsored virtual event, will be held on August 29, 2024. A report will be provided at the next SAC meeting.