

Manufacturing Best Practices Workgroup
Meeting Notes – July 20, 2017 8:30-10:00
Connecticut Center for Advanced Technology

Members present: Sue Palisano, Cliff Thermer, John Dague, Jemiel Rose (for Howard Jenkins)

Not attending: Tracy Ariel, Paul Murphy, Kelli Vallieres, Christine Mahoney

1. The group reviewed the specific legislature to be sure we are in full understanding/agreement on the deliverable. Goal is to develop a Best Practices Guide for middle and high schools on effective models to incorporate manufacturing career awareness and education.
2. In order to move forward with a clear understanding of what this guide should be, Sue introduced the standard definition of best practice – “a method or technique that has consistently shown results superior to those achieved with other means, and that is used as a benchmark.” We agreed that it was important to distinguish our task from that of an “asset inventory”, i.e., a compilation of known manufacturing-related activities available to students.
3. The group engaged in a short discussion on some of the different kinds of programs available that might serve as possible illustrations of best practices, such as those offered under Connecticut. Dream It. Do., ECO and other dual credit high school programs, magnet schools, College Connections and Asnuntuck’s Fifth Year program, etc.
4. Sue suggested that the group first determine an organizational structure for the Best Practices Guide that would address the spectrum of activities across middle and high school and recognize value from lower to higher impact. We decided to first determine the broader concepts for incorporating manufacturing content and then create a series of specific categories for each, under which best practice models could be presented with respective examples.
5. We agreed on the following. The headers will be further defined with narrative content to describe what each concept is intended to provide. Best practices for each of the categories will then be determined, with examples of programs/activities given.

EXPOSURE	ENGAGEMENT	COLLEGE/CAREER READINESS
Industry site visits	Summer/afterschool programs	Dual credit programs
Manufacturing-themed events	In-school programs	Concentration/pathway
Presentations/speakers	Workshops/courses	Work-based learning
Educator outreach	Site-based opportunities	

6. The guide would be divided into “Middle School” and “High School” best practices. The group agreed that while skills may be developed, all middle school models would fall under “Exposure” and “Engagement” adding a high school component (“College/Career Readiness”) that could lead to potential employability or a post-secondary manufacturing pathway. John suggested that we also add an over-arching section on best practices for “Policy Recommendations” and gave the need to re-classify Perkins spending as an example.
7. Next steps for the workgroup will be to: (1) determine a methodology for collecting best practices; (2) determine the process for vetting potential best practices; (3) assign members specific categories for the purpose of researching/presenting best practice models/examples for each to incorporate in the guide.
8. Suggested dates for the next meeting are 8/15 and 8/16.