



STATE OF CONNECTICUT
DEPARTMENT OF EDUCATION



Joint Apprenticeship and Training Committee (JATC) Meeting

Tuesday, June 10, 2025
10 a.m. – 11:30 a.m.
Barnard Building, Room 313
Central Connecticut State University

MINUTES

PRESENT: In person: Jocelyn Delancey (CEA), Elizabeth Sked (CEA), Benjamin Gagne-Maynard (NCGYO), Ed Leavy (AFT), Paula Talty (CCSU), Todd Berch (CT DOL), Owen Golding (CT DOL), Larry Satchell (CT DOL), Janice Albert (CT DOL), Sinthia Sone-Moyano (CSDE), Jade Gopie (CSDE), Mary Glassman (CSDE), Victoria Malvey (CSDE), Michelle Belcher-Felton (Recording Secretary, CSDE)

Virtually: Shuana Tucker (CSDE), Jessica Ocasio (CSDE), Ashley Wright (CSDE),

ABSENT: Kate Dias (Chair, CEA), Tanner Callahan (Apprentice), Susan Saluru (AFT), Frances Rabinowitz (CAPSS), Nicole Reddig (ERA), Katie McGarry and Megan Krementowski (Office of the Governor)

1. CALL TO ORDER/OPENING REMARKS

- Jocelyn Delancey called the meeting to order at 12:10 a.m. with introductions and reviewed the meeting agenda.

2. CONSIDERATION OF MINUTES

- The minutes of the meeting on April 4, 2025, were reviewed. Todd Berch, Connecticut Department of Labor (CT DOL) State Apprenticeship Director, advised the committee that some of the language in the minutes should be revised to clarify that Educator Preparation Programs (EPP) associated with the apprenticeship program should be referred to as Related Instruction Providers (RIP) to provide clarity on their roles. The committee voted to table the approval of the minutes pending revision without objection.

3. DISCUSSION

- Mary Glassman, CSDE, provided an overview of the status of the apprenticeship program. She explained that currently approved and operating RIPs include the following:
 - Central Connecticut State University (CCSU)
 - Capitol Region Education Council (CREC) Teacher Residency Program
- The following RIPs were pending JATC approval:
 - Quinnipiac University
 - Southern Connecticut State University
 - University of Bridgeport
 - Western Connecticut State University
- The status of potential apprenticeships for the Fall of 2025 includes the following (Ms. Glassman stated that West Haven is not moving forward because of budget issues):

District / Union Affiliation	EPP	Total Confirmed (PHASE A: NOW) 45
Bridgeport (CEA)	SCSU	10
Bridgeport (CEA)	UB	5
Waterbury (CEA)	CCSU	4
New Britain (AFT)	CCSU	8
East Haven (CEA)	QU	8
Danbury (CEA)	WCSU	5
Bethel (CEA)	WCSU	5

- In addition to meeting the requirements for approval by the CSDE to enroll students, EPPs have the following requirements for the CSDE to recommend approval as RIPs:
 - Intake forms from EPPs that include detailed information about the **instruction and on-the-job training requirements including:**
 - Certification areas involved
 - Minimum credit requirement

- Programs of study/coursework
 - When/how candidates will complete coursework (remote, in-person, 1 calendar year)
 - Length of time to complete coursework
 - Minimum qualifications (age, GPA, etc.)
 - Plan outlining member responsible for overall program implementation and monitoring, record keeping and data collection
- Requiring intake forms from EPPs that include detailed information about the **support provided to mentors and apprentices:**
 - Mentor and candidate supports
 - Details of how the mentor will communicate any deficiencies
 - Regularly scheduled meetings "to ensure understanding and integration of related instruction and to provide training and feedback that corresponds with the approved work process and competencies for the Teacher occupation" (Appendix A)
 - Regularly scheduled meetings between the district and EPP to discuss the progress of apprentices
 - Recruitment efforts
 - Screening and selection processes
 - Gradual release model plan to ensure apprentices are proficient in "on-the-job" competencies
 - Financial support, incentives, or scholarships available
 - Other on-the-job supports offered to apprentices in collaboration with district partners (coaching, tutoring, affinity groups, etc.)
- A copy of the EPP Intake form can be found here: [EPP Intake Form](#).
- Todd Berch, CT DOL, and Paula Talty, CCSU, provided clarification that selection of candidates for placement in apprenticeships starts with a collaborative process between the RIPs and the employer districts, with the ultimate selection decision residing with the employer districts. Candidates must meet certain requirements within the EPP program, (including the completion of a set number of course credits), to become eligible for the apprenticeship program. Once those requirements have been met, the RIPs work with the employer districts on appropriate placements. The employer districts have final determination over selection of candidates to fill their apprenticeships based on their own internal hiring practices and requirements.
- Todd Berch clarified that the employer districts are responsible for registering the apprentices with the CT DOL Office of Apprenticeship, which is now available through an online E-License process. The employer districts are also responsible for paying the \$110 registration fee. The CT DOL advised that the point of contact for apprentice registration is Janice Albert (janice.albert@ct.gov).

- Todd Berch advised the Committee that the motions recommending EPPs to serve as RIPS for the apprenticeship programs are officially recommendations to the CT DOL Office of Apprenticeship to issue a letter of approval, on behalf of the JATC, that they are the RIPS for the Teacher Registered Apprenticeship Program (TRAP). These letters will be signed by Todd Berch and the Commissioner of the Department of Labor and will officially recognize the role of the EPPs as RIPS for the program.
- Motions were made regarding recommendations of approval to the CT DOL of the EPPs at Quinnipiac University, University of Bridgeport, Southern Connecticut State University, and Western Connecticut State University to serve as RIPS with all motions carrying without objection.
- The motion to recommend approval of the employer agreement for Bridgeport Public Schools to the CT DOL was discussed. Ben Gagne Maynard, NCGYO, explained that Bridgeport is still in the process of completing paperwork and is not ready for action at this time. All items are expected to be completed soon, which will make the motion ready for JATC action at that time.
- Motions were discussed and made regarding the recommendation for approval of employer agreement amendments to the CT DOL for Waterbury Public Schools and for the Consolidated School District of New Britain with both motions carrying without objection.
- Motions were discussed and made regarding the recommendations for approval of new employer agreements to the CT DOL for Danbury Public Schools, East Haven Public Schools, and Bethel Public Schools with all motions carrying without objection.
- Ed Leavy made a motion to recommend approval to the CT DOL of the employer agreement for Bethel Public Schools pending the receipt of the following required documentation: 1) a copy of a signed MoU/MoA between the district and their local union, and 2) a copy of the district's proposed application, screening, and selection materials for teacher apprentices by the deadline of July 15, 2025. Sinthia Sone-Moyano seconded the motion, and the motion was carried without objection.
- Paula Talty provided an update on Tanner Callahan, one of the first five registered apprentices. Tanner has completed his studies at CCSU and has completed his apprenticeship with Waterbury Public Schools. He has been hired as a full-time teacher by Waterbury Public Schools. Todd Berch informed the committee that Tanner is eligible for a certificate for being the first completer of the TRAP, and the CT DOL would plan a ceremony to honor his completion. He explained that, going forward, once the apprentices are registered and complete their apprenticeships, CT DOL will award a certificate of completion. Completing the apprenticeship is quite an accomplishment and should be celebrated. Joselyn Delaney commented that CEA would also like to participate in a recognition ceremony for candidates who complete their apprenticeships.

- Jessica Ocasio, CSDE, provided an update on the CT TRAP web site. She explained that the web site is a Sharepoint Hub which provides the following for mentors and apprentices to utilize as they work toward demonstrating proficiency in key teaching competencies:
 - Essential guidance documents and resources for Apprentices and Mentors.
 - Direct links to upload evidence and reflections aligned with learning goals.
 - Tools for Mentors to provide timely feedback and complete weekly check-in logs.
 - Help Apprentices stay organized and connected throughout their apprenticeship journey.
 - Regular updates and new resources will be added to keep the apprenticeship experience relevant and efficient.
- Discussion regarding the setting of a date for the next meeting of the JATC focused on the anticipation of the finalization of Bridgeport Public Schools submission of all supporting documents and employer agreement. Mary Glassman advised that upon receipt of Bridgeport's documents and agreement, the next JATC meeting will be scheduled as a virtual meeting.

4. MOTIONS

- Ed Leavy made a motion to recommend approval to the CT DOL of the EPP at Quinnipiac University to serve as an RIP for the TRAP. Paula Talty seconded the motion, and the motion was carried without objection.
- Paula Talty made a motion to recommend approval to the CT DOL of the EPPs at Southern Connecticut State University, and Western Connecticut State University to serve as RIPs for the TRAP. Ed Leavy seconded the motion, and the motion was carried without objection.
- Ed Leavy made a motion to recommend approval to the CT DOL of the employer agreement amendments for Waterbury Public Schools. Paula Talty seconded the motion, and the motion was carried without objection.
- Paula Talty made a motion to recommend approval to the CT DOL of the employer agreement amendments for the Consolidate School District of New Britain. Ed Leavy seconded the motion, and the motion was carried without objection.
- Dr. Shuana Tucker made a motion to recommend approval to the CT DOL of the employer agreement for Danbury Public Schools. Sinthia Sone-Moyano seconded the motion, and the motion was carried without objection.
- Ed Leavy made a motion to recommend approval to the CT DOL of the employer agreement for East Haven Public Schools pending the required signatures on the finalized agreement by the deadline of July 15, 2025. Shuana Tucker seconded the motion, and the motion was carried without objection.

- Ed Leavy made a motion to recommend approval to the CT DOL of the employer agreement for Bethel Public Schools pending the receipt of the following required documentation: 1) a copy of a signed MoU/MoA between the district and their local union, and 2) a copy of the district's proposed application, screening, and selection materials for teacher apprentices by the deadline of July 15, 2025. Sinthia Sone-Moyano seconded the motion, and the motion was carried without objection.

5. ACTION ITEMS:

- The CT DOL will review the JATC's action and move forward with designating the EPPs at Quinnipiac University, Southern Connecticut State University, the University of Bridgeport, and Western Connecticut State University as RIPs for the Teacher Registered Apprenticeship Program (TRAP). These letters will be signed by Todd Berch and the Commissioner of the Department of Labor and will officially recognize the role of the EPPs as RIPs for the apprenticeship program. CSDE will give the names of points of contact for each EPP to the CT DOL.
- CSDE will notify all EPPs and school districts of the action taken by the JATC and next steps.
- The CSDE will notify East Haven Public Schools that their employer agreement has been recommended for approval pending the required signatures by July 15, 2025.
- The CSDE will notify Bethel Public Schools that their employer agreement has been recommended for approval pending all required documents be submitted by July 15, 2025.
- The CSDE will schedule a virtual meeting for the JATC upon submission of required documents and completed employer agreement by the Bridgeport Public Schools for the committee to review and potentially recommend approval.

6. FUTURE MEETING SCHEDULE

- The next meeting is to be determined pending Bridgeport Public Schools submission of employer agreement documentation.

7. ADJOURNMENT

- The chair adjourned the meeting without objection at 1:16 pm.