

Quality Report 2012-2013

Superintendent's Message



"A New Year, A New Beginning, Same Journey"

have had the great fortune to work at Metro Technology Centers for over 18 years and now as Superintendent. I am honored to serve and vow to do my very best to keep up the high standards set by my predecessors.

In 2000, we began a journey of continuous quality improvement. We have seen our results improve and have experienced a total culture transformation, a culture built on trust and respect.

We have received:

- 12 consecutive Gold Star Awards by the Oklahoma Association of Career & Technology Education
- The Oklahoma Quality Award of Excellence (the only career tech to receive this award)
- ISO 9001:2008 Certification
- The Community Impact Award for Education by the OK Business Ethics Commission
- The Environmental Excellence Award by the Energy Education
- The Healthy Business Award by the OK State Department of Health
- The Top Work Place in Oklahoma Award by the Oklahoman

Our Business & Industry staff has provided consulting and training to large and small businesses that has created thousands of new jobs, resulting in an economic impact for our city of over \$24 million.

As we move forward, I am very optimistic about Metro Tech's future. We have come a long way but still have many goals to reach and improvements to make. Even with economic challenges we have faced, we continue to make the most efficient and responsible use of our resources. We rely on data to drive our decisions. This is evident through our Energy Management program that has saved the district \$649,683 in three years.

Metro Technology Centers continues to provide a quality educational experience for all of our students. We use the best resources to reach every student to help them grow and be the best person they can be.

In closing, I leave you with a quote from author Harrison Owen that has meant a lot to me, and I think is applicable to all of us as we move forward: "When the spirit of people is strong, focused, and vibrant, wonderful things happen." We expect to see wonderful things happen at Metro Technology Centers.

Elaine Stith, Ed.D., Superintendent

Our Mission

Our Mission

Metro Technology Centers prepares people for successful employment and life in a global society.

Our Vision

Metro Technology Centers will be recognized as a critical partner in economic development by preparing a high-quality workforce.

Our Commitment

To be the very best we can be at serving our students and stakeholders and to find joy in doing so.

Our Core Values

- Customer-focused
- Learning-centered
- Accountable and ethical
- Innovative
- Nurturing, sensitive and supportive
- Dedicated to continuous quality improvement

Our Core Competencies

- Holistic approach to education
- Technical training
- Customized business and industry training

Our Quality Policy

Metro Technology Centers seeks to provide the highest quality programs and services enabling students to succeed in their chosen career major and higher education. We are committed to comply with requirements and continually improve the effectiveness of teaching, learning, and the quality management system, based on customer needs and expectations.

(Board Policy BP-1007)

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Metro Technology Centers believes in the worth of all individuals and is committed to equal opportunity for each employee, student or any person visiting a District campus. Metro Technology Centers does not discriminate on the basis of race, color, national origin, sex/gender, age, marital or veteran status, religion, pregnancy, or genetic information or disability in recruitment, hiring, placement, assignment to work tasks, hours of employment, levels of responsibility, and pay.

District Campuses



Springlake Campus • Oklahoma City, OK 73111

Business Conference Center (BCC) • 1900 Springlake Drive Child Care Center (CCC) • 3901 Martin Luther King Avenue Economic Development Center (EDC) • 1700 Springlake Drive Health Careers Center (HCC) • 1720 Springlake Drive Information Technology Center (ITC) • 1800 Springlake Drive Metro Career Academy (MCA) • 1901 Springlake Drive Public Safety Academy (PSA) • 1700 Staton Drive



Aviation Career Campus (ACC)

Will Rogers World Airport 5600 S. MacArthur Boulevard Oklahoma City, OK 73179



Downtown Business Campus (DBC)

Chase Cotter Tower 100 N. Broadway Ave • 3rd Floor Oklahoma City, OK 73102



South Bryant Campus (SBC)

4901 S. Bryant Avenue Oklahoma City, OK 73129



Business Development Center South (BDS)

309 S.W. 59th Street • Suite 302 Oklahoma City, OK 73109

Who We Are

Metro Technology Centers is a career and technology center district with five locations. The school was established in 1979 by a vote of the people to serve Oklahoma City in providing career and technology education (CTE).

The Oklahoma CTE system was created in the 1960's as a third, publicly-supported education branch with its own Oklahoma State Board of Career and Technology Education (OSBCTE) and Oklahoma Department of Career and Technology Education (ODCTE). Metro Tech is one of 29 technology centers in the state of Oklahoma.

Metro Tech provides 95 full-time career majors within 16 career clusters for high school and adult students. High school students receive credit toward high school graduation. Both student groups can earn college credit, certifications and/or licenses.

Short-term adult and career development (ACD) courses can be one to 100 hours on any subject where a need has been identified. Customized courses are provided to promote personal, economic and organizational development for industry-specific training and development (ITD) clients.

Other services provided by Metro Tech include career and business counseling, assessment, financial aid, employment services, computerized academic centers including ESL (English as a Second Language), child care, disability services and bus transportation. Metro Tech also provides special programs for high school dropout recovery and prevention (Metro Career Academy), transition from government assistance to the workplace (BEST), GED preparation and business incubators for new businesses.

Board of Education



Mr. Ron Perry



Ms. Sarah McKinney
District 2



Ms. Elizabeth A. Richards



Ms. E. Elaine Schuster



Dr. Donna Neal Thomas



Ms. Patricia MeansDistrict 6

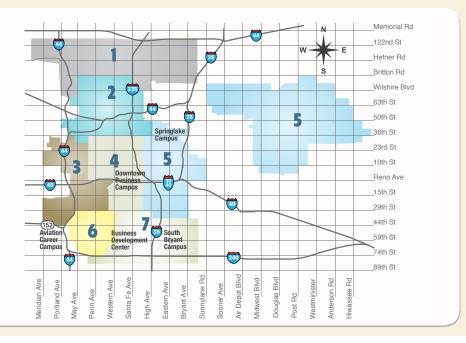


Mr. Jim Huff



Mr. Don Wright

District Map



Goal 1 Improve Processes and Student Educational Performance



Christal Mahan Adult Student of the Year



Amanda Katie Vincent High School Student of the Year

Metro Technology Centers is a recipient of the Oklahoma Quality Foundation Award for Excellence.

Superintendent's Students of the Year 2013

Christal Mahan completed the Web Design Specialist career major. Christal is a member of the National Technical Honor Society and served as chapter reporter for the student organization SkillsUSA. She helped promote Metro Tech's Graphic Communications program through social media and even helped Metro Tech receive a grant from Target. Christal placed first in the District SkillsUSA contest and second in the state competition. Christal is now working at Spokesme, a social networking company that helps businesses and schools. She plans to finish her college degree in web design. Katie Vincent graduated from Metro Tech's Metro Career Academy to receive her high school diploma. She also completed career training in Culinary Arts. Katie was a member of the National Technical Honor Society and a member of the leadership group Women of Worth or WOW for short. Katie has volunteered with special needs children at Coffee Creek Riding Centers and at the Infant Crisis Center. She loves to write and is a published poet. Katie received a college scholarship and is attending Ecclesia College in Arkansas. She hopes to become a counselor and to use her culinary skills in everyday life.

Goal 1: Improve Processes and Student Educational Performance



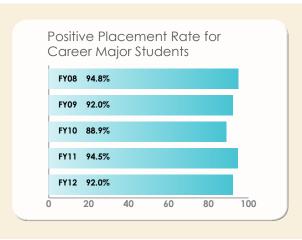
College & Career Fair Hosted by Parent Resource Center

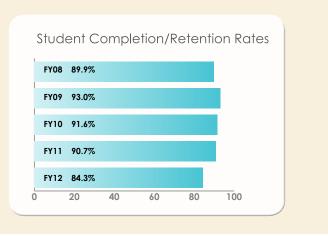
Metro Tech's Parent Resource Center hosted the College & Career Fair on November 8th at the Metro Career Academy (MCA). Parents were able to bring their children to meet with college representatives from across the state. Information was provided on the fastest growing careers in Oklahoma, skills required for jobs, how to get in to college and how to obtain financial aid for college. Families also learned how students can earn college credit while learning career skills at Metro Tech, even in high school.



Saved By an Angel

A former Public Safety Academy student was able to use skills, learned in class, to save a woman's life. Angel Salazar administered CPR to an elderly woman that had fallen at a park. Oklahoma City fire and police workers soon arrived and transported the woman to a local hospital. She survived a stroke. The fire and police personnel were very impressed with Salazar. Angel told the first responders proudly, "I learned CPR at Metro Tech's Public Safety Academy."

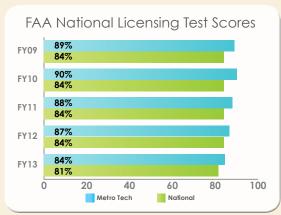






Aviation Maintenance Technology Students Outrank National Averages

AMT students must take several rigorous tests in order to receive their license from the Federal Aviation Administration (FAA). Metro Tech students continue to perform above the national average.





WorkKeys®

ACT WorkKeys® is a job skill assessment system used in the United States. It was created in the late 1980's by ACT, Inc. It is used by businesses to measure workplace skills of employees and job applicants and by schools and colleges to help prepare students for the workplace.

Goal 1: Improve Processes and Student Educational Performance

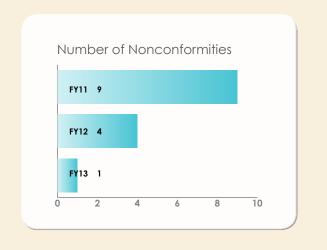


Metro Tech Receives ISO 9001:2008 Certification

Metro Tech was awarded ISO 9001:2008 Registration and Certification on October 16, 2012. The 9001 ISO certification shows that Metro Tech is a customerfocused business management system that continues to improve business performance and growth. ISO 9001 is an international quality management standard. It is rapidly becoming the most popular quality standard in the world. Thousands of organizations in over 100 countries have adopted it, and many more are in the process of doing so. Why? Because it controls quality, saves money, customers expect it and competitors use it.

Nonconformities from ISO 9001:2008 Third Party Quality Audit

ISO Certification requires third party or external audits outside the internal audit process. As indicated in the graph, the number of nonconformities identified during the third party audits have decreased, showing a favorable trend from 55% compliance 2011-2012 to 75% compliance 2012-2013. Decreasing nonconformities from audit findings indicate compliance and is evidence of effective process improvements.



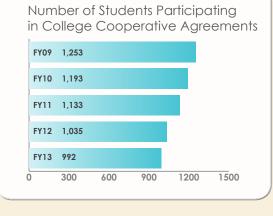




College Credit

Metro Tech students may earn college credit through cooperative alliance agreements with partnering colleges, the Oklahoma State Regents for Higher Education and the Oklahoma Department of Career and Technology Education.







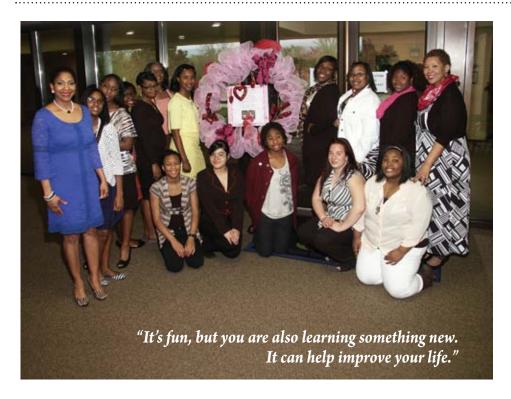
Gold Star Award Twelve Years in a Row

Metro Technology Centers was presented the Gold Star Award by the OkACTE (Oklahoma Association of Career and Technology Education.) The award recognizes districts that have met rigorous and demanding criteria, such as rates for completion/retention, job placement, total enrollment and student participation in student organizations.



Lieutenant Governor Endorses Metro Tech Aviation Career Campus

Lieutenant Governor Todd Lamb visited Metro Tech's Aviation Career Campus. He was very impressed with the hands-on training on actual airplanes. The Lt. Governor had articles published in newspapers throughout Oklahoma speaking about our state being the leader in the aerospace industry. In the article Lamb wrote, "Metro Tech provides a workforce that is credentialed and work-ready with minimal additional training required. Over 92% of Metro Tech students find jobs and go to work in Oklahoma upon completion of their training."



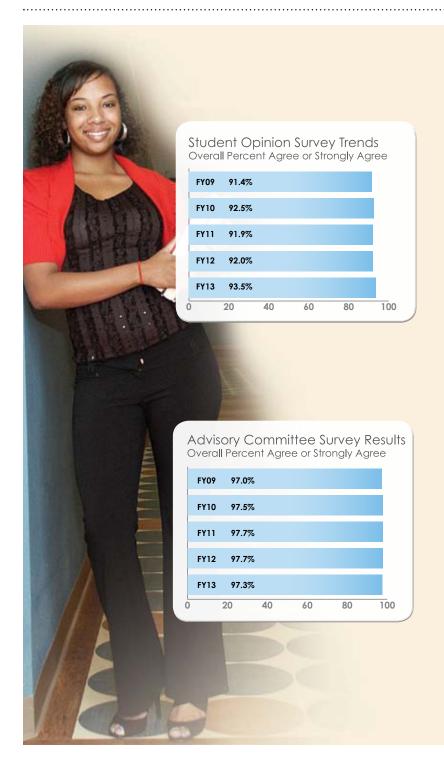
GirlTECH Program in the News

GirlTECH is a mentorship program that was held at Northeast Academy and Metro Technology Centers in 2012 & 2013. The GirlTECH mission is to equip students with skills needed to pursue careers in nontraditional areas, commonly held by men, such as science, technology, engineering and math (STEM) and other current, emerging high-skill occupations. The participants took field trips to science museums and visited STEM related businesses. Job shadowing and soft skills training were included in the program. Student Solana Ceville said, "It's fun, but you are also learning something new. It can help improve your life."



Summer Bridge Camp at MCA

Oklahoma City eighth grade students are getting a jump start on high school by attending Metro Tech's "Summer Bridge Camp" during the month of June. The camp is "bridging" the gap of teens transitioning from middle school to high school. At the Metro Career Academy, students are sharpening their academic skills and exploring future careers. Students are increasing their skills in science, technology, engineering and math (STEM), while at the same time practicing hands-on skills required for STEM careers.

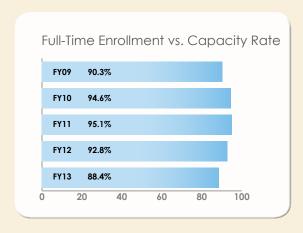


Student Satisfaction

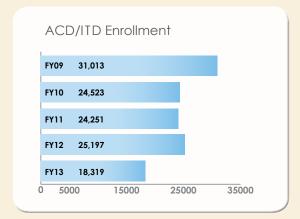
Metro Technology Centers conducts a student survey each spring. On a 30-question survey, students are asked to rate items on a scale of 1 to 4 (strongly disagree to strongly agree) covering such topics as instruction, instructional support, availability of resources, counselor and site director support, student activities, student-related policies and safety/security of the school environment. Students are asked to provide comments on the greatest strengths in their career majors at Metro Technology Centers, as well as the greatest opportunities for improvement.

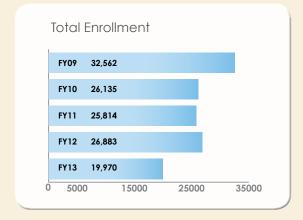
Advisory Committee Surveys

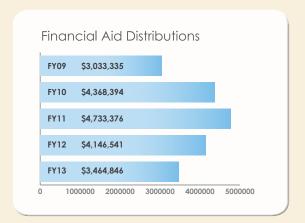
To determine the satisfaction of business and industry partners, Metro Technology Centers conducts a survey of career major advisory committee members. Business and industry representatives are asked to rate items on a scale of 1 to 4 (strongly disagree to strongly agree). Topics covered include rigor of skills training, communication about available career majors, flexibility of program offerings, academic and college preparation, student activities, district contributions to the economic development of its community, and safety/security of the school environment.

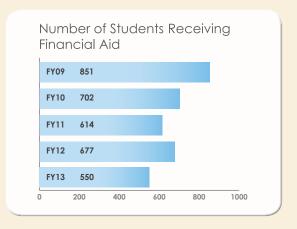




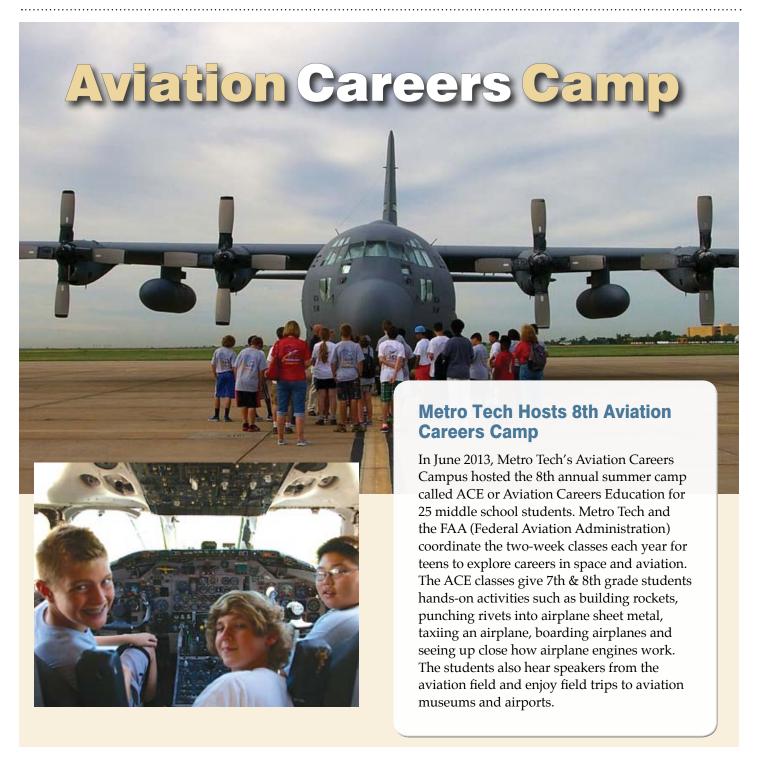














Metro Tech is fully accredited by:

- The North Central Association Commission on Accreditation and School Improvement (NCA CASI)
- The Oklahoma Board of Career and Technology Education (OBCTE)
- The Oklahoma State Board of Education

Industry Accreditations and Certifications

Auto Collision Technology	National Institute for Automotive Service Excellence (ASE)
Auto Service Technology	National Institute for Automotive Service Excellence (ASE)
Aviation Maintenance	Federal Aviation Administration (FAA)
Construction Technology	National Center for Construction Education and Research (NCCER)
	Associated General Contractors of Oklahoma (AGC)
Cosmetology	Oklahoma State Board of Cosmetology
Dental Assisting	American Dental Association Commission on Dental Accreditation
Facial Technology	Oklahoma State Board of Cosmetology
Lead-Based Paint Training	Oklahoma Department of Environmental Quality (ODEQ), Environmental Protection Agency (EPA)
Legal Office	NALS-The Association for Legal Professionals
Medical Assisting	Commission on Accreditation of Allied Health Education Programs (CAAHEP)
	Curriculum Review Board of the American Association of Medical Assistants Endowment (AAMAE)
Nail Technology	Oklahoma State Board of Cosmetology
Practical Nursing	National League for Nursing Accrediting Commission, Oklahoma Board of Nursing
Radiologic Technology	Joint Review Committee on Education in Radiological Technology
Surgical Technology	Commission on Accreditation of Allied Health Education Programs (CAAHEP)

Goal 3: Improve Faculty and Staff Engagement and Capabilities



Metro Tech Receives Healthy Business Award

Metro Tech received the 2012 Healthy Business Award from the Oklahoma State Chamber of Commerce and the Oklahoma State Department of Health. This initiative seeks to recognize those businesses that are working to improve Oklahoma's health status by providing health and wellness opportunities for their employees.

Metro Tech was chosen to receive the award because of progressive steps to "go above and beyond the call of duty to exemplify a healthy environment and healthy employees," as stated in the letter of recognition.





Metro Tech's Women of Worth Receive Kaleidoscope Award

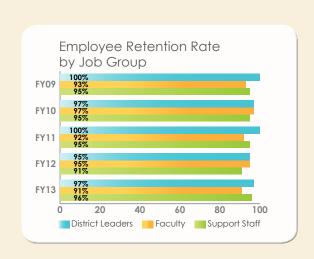
Tonya Walker was presented the Kaleidoscope Award during the 2013 state conference for the Oklahoma Association of Career and Technology Education. Tonya received the award for creating the diverse leadership program for students called Women of Worth or "WOW" for short. The program was developed to help foster self-esteem and instill leadership traits for young women. Students in the program study values, ethics, responsibilities, and decision-making.

Goal 3: Improve Faculty and Staff Engagement and Capabilities



South OKC Chamber Names Tessa Martin Teacher of the Year

Metro Career Academy's English
Teacher, Tessa Martin was named
Metro Technology Centers' Teacher
of the Year for 2013. The award was
presented on April 2, 2013 during
the South Oklahoma City Chamber's
Excellence in Education Banquet.
Dr. Dennis Portis, Associate
Superintendent of Instruction said,
"This creative teacher designs lesson
plans that explain material in a way
that is relatable to the generation and
population she serves. Tessa Martin is
constantly seeking new ways to mentor
and motivate these students."





Goal 3: Improve Faculty and Staff Engagement and Capabilities

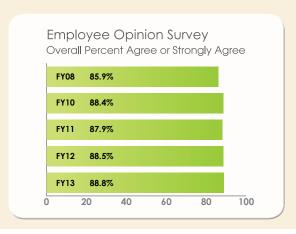


Metro Tech Named a Top Place to Work

Metro Tech was ranked #10 out of 795 companies surveyed, as one of the best places to work in Oklahoma. The Oklahoman newspaper hired an outside firm to conduct the surveys. Some responses by Metro Tech employees include, "The ability to touch lives, feeling valued by administration and working in a positive atmosphere."

Employee Satisfaction

Metro Technology Centers conducts a survey to determine employee satisfaction. Employees rate 31 questions on a scale of 1 to 4 (strongly disagree to strongly agree). Topics include the district's quest for excellence, efficiency and effectiveness of work units, availability of resources and employee benefits.



Governance Accountability



Metro Tech Foundation

The Metro Tech Foundation is a 501(c)3 organization. Donations to the foundation are contributed by private businesses and individuals. A board of trustees directs the collection and distribution of funds. Scholarships and loans, along with other forms of assistance, are granted to deserving and needy students who could not otherwise obtain such funds.

When a student attends Metro Technology Centers, they are acting on a dream. They want a new life, a better income, stability for their family, a solid career...a better future.

The students we help come from urban Oklahoma City: they are adults changing careers; students who did not finish high school; students with long term goals that include a good job that will enable them to pay their way through college. The Metro Tech Foundation helps students remain on track to achieve their dreams by providing financial support when problems or obstacles get in the way. The Foundation also provides financial rewards to students who excel.

The Metro Tech Foundation serves students so they may realize their aspirations, and change their economic reality through good careers.

Student Support - Yearly Summary

FY	2011	2012	2013
Emergency Assistance	\$10,756.43	\$20,199.63	\$19,602.15
Awards/Scholarships	\$8,555.00	\$18,147.47	\$35,779.07
TOTALS	\$19,311.43	\$38,347.10	\$55,381.22
No. of Students Impacted	67	285	354

Goal 4: Strengthen Leadership and Governance Accountability



Character First

Metro Technology Centers implements Character First education throughout the district for faculty, staff, students and stakeholders. Character First challenges leaders to model good character and provides tools for leaders to integrate character-based standards into job descriptions, reward structures and management practices.

Metro Tech Receives the Community Impact Award for Education

April 13, 2013 Metro Technology Centers received the Community Impact Award for the Education Sector by the Oklahoma Business Ethics Commission, Metro Tech was recognized for this award for implementing Character First training for all



Metro Tech students, faculty and staff, and reporting positive outcomes based on this training. The award is honored to organizations that have demonstrated an ability to engage students and facilities in initiatives that significantly promote ethical behavior on Oklahoma campuses.

United Way Donations FY09 \$16,250 FY10 \$21,401 FY11 \$22,372 FY12 \$16,008 FY13 \$17,484 25000 5000 10000 15000 20000



United Way

Part of building good character is giving back to the community. Metro Tech asks employees to donate to the United Way each year. Donations are distributed to organizations within the Metro Tech district.

Goal 4: Strengthen Leadership and Governance Accountability



Metro Tech Receives Environmental Excellence Award

Energy Education, a national energy conservation company, presented Metro Technology Centers with the Environmental Excellence Award on October 2nd, 2012. Metro Technology Centers' staff have exercised energy-efficient practices, earning national recognition. Because of these good habits, Metro Technology Centers achieved a 23% cost savings, totaling \$649,683 in three years, since forming a strategic alliance with Energy Education.



Goal 4: Strengthen Leadership and Governance Accountability



LEED Gold Certification for MCA

The Metro Career Academy (MCA) was awarded Gold certification by LEED (Leadership in Energy and Environmental Design.) MCA achieved LEED Gold certification for energy use, lighting and water conservation and for using materials found within 500 miles of the site. The facility's green roof garden and landscaping incorporate

Oklahoma native vegetation. By using less energy and water, MCA saves money for businesses, taxpayers and reduces greenhouse gas emissions, contributing to a healthier environment for students, employees and the community.



Since 2001, the Air Logistics Center (ALC) at Tinker Air Force base (TAFB) has partnered with Metro Tech's Aviation Maintenance Technology (AMT) program to employ Airframe and Powerplant mechanics certified by the Federal Aviation Administration (FAA). Metro Tech has helped fill the need of replacing the large number of Tinker mechanics who are eligible for retirement. Over 1300 Metro Tech students have worked full-time or part-time at the ALC, earning a combined annual income of over \$55 million.

Community Partnerships

- The Greater OKC Hispanic Chamber of Commerce
- OKC Black Chamber of Commerce
- The Greater Oklahoma City Chamber of Commerce
- South Oklahoma City Chamber of Commerce
- OKC Business Ethics Consortium
- Oklahoma Business Roundtable
- Mary Mahoney Memorial Health Center
- Regional Food Bank of Oklahoma

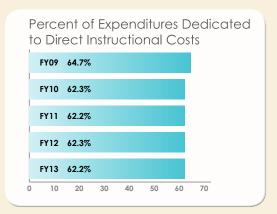


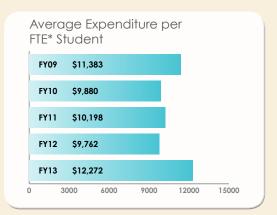
Partners for Progress Award to Continental Resources

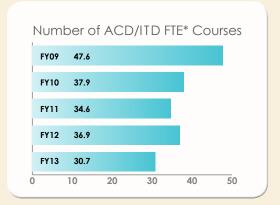
Metro Technology Centers nominated Continental Resources, Inc. for the OkACTE Partners for Progress Award 2013. The award recognizes businesses that have made outstanding contributions to the improvement, promotion, development and progress of career and technology education. Continental Resources, Inc. is a "Top 10" petroleum liquids producer in the United States.

The company reported total revenues of \$1.6 billion for 2011 and is on track to triple production. This has brought more jobs and revenue to Oklahoma City. Metro Tech trained over 200 of their employees in 2012 and is continuing training in 2013.









*FTE: Full-time Equivalent

Economic Impact through Business and Industry Training:

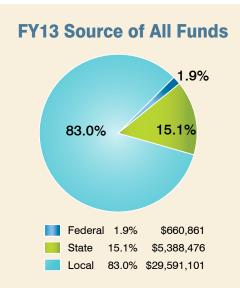
Business Training	TIP Amount	New Jobs Created	Annual Increase in Payroll
General Business	\$ 168,000.00	244	\$9,000,000.00
Small Business		692	\$15,000,000.00
Total	\$168,000.00	936	\$24,000,000.00



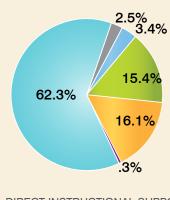
Oklahoma City Market Position

2012-2013 Enrollments of OKC Metro Area Tech Centers

School	Career Majors	Adult & Career Development	Industry Training & Development	Total Enrollments
Metro Tech	1,651	4,127	14,192	19,970
School B	2,527	11,726	20,349	34,602
School C	1,694	4,591	15,303	21,588
School D	929	1,993	12,085	15,007
School E	890	2,394	10,382	13,666
School F	1,285	5,488	6,872	13,645
School G	NA	NA	NA	NA
School H	507	378	6,810	7,695
Total Enrollments	9,483	30,697	85,993	126,173



FY13 Use of General Funds



DIRECT INSTRUCTIONAL SUPPORT
62.3% Classroom, Instructional

& Student Support

INDIRECT INSTRUCTIONAL SUPPORT

- 2.5% General Administration
- **3.4%** Transportation
- 15.4% General Support
- 16.1% Operation of Plant
- 0.3% Other Services



MCA Receives Grant for Initiating a Farmer's Market

The Metro Career Academy received a \$50,000 Community Impact Grant from Cox Communications to fund the "Sow to Grow" farmer's market. Students leading the project are in the programs of Horticulture, Culinary Arts and Entrepreneurship. One of Metro Tech's objectives is to increase alternative revenue resources. This is one of many resources.

Student Referrals

Over 38% of all enrollments in FY13 were the result of positive referrals by students and stakeholders. People who have received favorable services are more likely to give referrals.

