



## Industry Advisory Committee Meeting

South Garland High School

Automotive Technology

Wednesday, November 15, 2023

### Fall 2023 Agenda

1. Welcome – Sumners
  - a. Start at 10:30 AM
2. Introductions – All
3. Review & approve previous meeting minutes – Committee
  - a. Motion to approve meeting minutes - Burns
  - b. 2nd - Elias Alba
  - c. All in favor
4. Discuss employer needs – Committee
  - a. Skills required
    - i. Interviewing Skills - Kim w/ City of Dallas
    - ii. Drivers' licenses - A Baldares
    - iii. Sumners - Dallas College doing drivers ed courses for 18 and up, but what about younger?
      1. Milam - Talk to Carlos Ojeda about who is doing it at Dallas College and see if we can set it up at South. Thinks the funds were a grant so students didn't pay for it.
      2. Griffin asks Bruman if we could do it - Bruman says we no longer have a PEIMS code for it - means it's not aligned with the state any more - we'd have to do it on a Saturday or something.
        - a. There is a PEIMS code; it's just not CTE's realm - .5 credit for Drivers' Ed and .5 credit for driver safety
        - b. For CTE to support it, we'd have to attach it to a specific course.
      3. License with no restrictions and insurance (due to speeding tickets (2) or traffic violations) - if you don't have insurance you can't be employed
        - a. Burns says If students don't take a driving test, even if they have a driver's license, they have a restriction on their license until 21.
      4. Alba - can a student work at a dealership and not drive cars? Can they be in a wash bay or something until they get the license sorted out?
        - a. If students are below 18, there's an increase in liability insurance at the dealership.
      5. Griffin asks what percent is denied because of a license issue
        - a. Depends on dealership
        - b. Burns says it's easily 1 in 10.
      6. Sumners says if dealerships reduce the age to 17 would help a lot.
      7. Walsh wants to know if we can do contract work instead of a full employee - would that lessen impact on insurance.
        - a. Trophy Nissan says he doesn't think so.
        - b. Sumners also says contract work isn't common in Auto Tech

8. Alba says it is possible to get kids in the dealerships if they don't have licenses, but someone is going to have to do the leg work - administration will need to make connections and getting
9. AYS students - 15 to 16 years old - 10 to 15 hours a week working with a master tech - Automotive Youth Education System (Service?) It's been gone a long time.
- iv. Are internship requirements the same as employment requirements?
  1. Mopar says yes
  2. Most places is yes.
  3. Below 32 hours then it's part time and dealerships will have a little relief, but the requirements still apply.
- v. Do the students get to meeting industry partners before they pick Auto Tech?
  1. No - but they are mentored by Industry Partners and get to meet more industry partners as they progress through the program.
- vi. Griffin asks why are we talking about employer needs?
  1. Hill - we're looking for more internship opportunities which will lead to full time employment opportunities after graduation
  2. To lower the age to 17 to get more high schoolers employed.
  3. Students also have to participate in an internship/be part of a co-op to get their AAS.
  4. Bruman - would it help if students had ASE certificates and drivers licenses?
    - a. Yes!
    - b. Interview skills would also be amazing
      - i. Not staring at the ground or looking at their phones.
      - ii. Marketing themselves
      - iii. Being able to handle a 5 person panel
    - c. Practicum students have already gotten the technical side; they now need an internship
    - d. Conduct Mock Interviews
      - i. TSTC offers to come help with this.
      - ii. Burns offers to pull managers and set it up at central location.
      - iii. AB also says they could come to the dealership for a mock interview
      - iv. Action items - Dealership needs to go to corporate to figure out how to "manage minors" (~Burns). How to set the employers and the minors up for success
        1. Schools need to come up with a **student profile** - this is what it looks like to be an employable student - what does the day to day work look like? Then we can train them here. Once they show mastery there, they can be recommended for employment/internships.
          - a. NC3 Brake certification?
          - b. [Training Plan](#) (State Foundational Document - prescribed from TEA - what the schools/district is going to commit to).

b. Recommended credentials/certifications

c. Barriers to employment/screening

## 5. Budget – Summers

a. See attached [budget analysis](#)

b. Review – Committee Feedback

- i. Already spent \$8,000 of the allocated \$10,000. (materials budget based on what was spent last year)
  1. Had to dispose of 155 tires

- a. \$5 a piece for disposal
    - b. Maybe not on CTE budget in the future?
  - 2. Had to buy master locks for lockers
    - a. Maybe not on CTE budget in the future?
  - 3. Flexible due to new idea - learning what dollar amount will work.
    - a. If Industry Partners want to contribute:
      - i. Reach out to Sumners or Bruman.
      - ii. Bruman will bring it before the board for approval.
      - iii. Then the program will use it as they see fit.
    - ii. Campus Budget for office supplies
    - iii. P-TECH Budget
      - 1. Purchased PF 7 Brake flush system
      - 2. According to Bruman, there should be an allotment for Auto under P-TECH
- c. Budget Stretching ideas
  - i. Alba says you're already on a shoe string budget - you're doing a great job!
    - 1. TSTC agrees with it.
  - ii. Somethings are bought for us that don't come out of our budget, but it's still tight.
    - 1. Certifications
    - 2. Skills USA
    - 3. Maintenance of lifts
    - 4. Big ticket, single time purchasing items
  - iii. Idea - have business where we do light work on district cars - Set up through Campus Accountant - Find out what all that entails
    - 1. Set a day for an appointment based on curriculum at the time.
    - 2. At the moment, teachers pay in donuts and cookies.
    - 3. Could start taking donations.

## 6. Program Needs

### a. [Vehicles](#)

- i. District has never purchased a vehicle - all of them have been donated to us by word of mouth or lent to us (1 from GST and 2 from Honda, but Honda is losing that program).
- ii. We're not picky about donations. 😊

### b. Tools

### c. Equipment

- i. Furniture needs - it's 10 years old - what do we need? Something durable?
  - 1. Metal lab tables and chairs bolted to the floor?
  - 2. Comes out of budget of CTE Director
- ii. Lighting
  - 1. Every year replace ballasts and bolts - could we get LED lights?
    - a. Budget will either be budget of CTE director or facilities
    - b. Be sure to push it for the Bond.

### d. Parts

## 7. Program Updates

### a. Rosters

#### i. P-TECH

- 1. Freshmen - Sumners
  - a. 25 Enrolled
  - b. 6 Dropped
- 2. Sophomores - Sumners
  - a. 19 Enrolled

- b. 0 dropped
      - 3. Juniors - Sumners
        - a. 14 Enrolled
        - b. 7 Dropped
      - 4. Seniors - Sweeney at Eastfield
        - a. 5 Enrolled
      - 5. Notes
        - a. Capped at 25 due to Dallas College instructor and space limitations.
    - ii. Onlevel - Bortz
      - 1. Auto Tech 1 - 43 Enrolled
      - 2. Advanced Auto Tech - 18 Enrolled
  - b. Certifications
    - i. All students will attempt the ASE Refrigerant Recovery and Recycling certification. This is also known as the EPA Section 609 test.
    - ii. All students will also have the opportunity to take ASE Entry Level Certification tests in their area of study, and some students may choose to take additional tests at their discretion.
      - 1. Not the same one as professionals take.
      - 2. Expires 2 years after.
      - 3. Meant to show employers that they were in a program in High School and they have knowledge.
8. Open Discussion – All
  - a. City of Dallas - offering 2 full time positions for Dallas County Schools - when would be a good time.
    - i. TSTC is going on November 27th
    - ii. Suggested to come January 15th.
  - b. Are there more body shop kids because there's no license requirement? (Don is asking)
    - i. Alba says body is smaller at Collin.
  - c. Open House Night on December 6th - Please come and meet up with our prospective students!
  - d. Recruiting
    - i. Come up with fresh new ideas
    - ii. Get involved in the community and be at Community Events.
    - iii. Student Run business
    - iv. Get community in to see students at work
9. Set Date for Next Meeting

Meeting closed - Alba sets the motion; Milam seconds it  
 Meeting adjourned 11:57 AM

### **Attendees**

1. Allen Sumners - Dual Credit Auto Instructor - South Garland High School
2. James Bortz - Auto Instructor - South Garland High School
3. Jolynn Cash - P-TECH Industry Liaison - South Garland High School
4. Jessica Hill - P-TECH Principal - South Garland High School
5. Jennifer Tovar - P-TECH Counselor - South Garland High School
6. Coleman Bruman - CTE Director - Garland ISD
7. Shannon Miller - CTE Coordinator - Garland ISD
8. Linda Griffin - School Board President - Garland ISD
9. Abraham Baldares - Sports City Toyota - Advisory Board Chair Person
10. Jose Canas - Eastfield Student - Dallas College
11. Jason Ashcroft - Fixed Director - Jupiter Chevrolet

12. Joseph Strange - Auto Instructor - TSTC Waco
13. George Williams - Auto Instructor - TSTC Waco
14. William Milam - Honda Instructor - Dallas College
15. Kevin Shutter - Fixed Ops Director - Trophy Nissan
16. Gustavo Prado - District Manager - Auto Zone
17. Robert Hansen - Fleet Manager - City of Dallas
18. Elias Alba - Director, Automotive and Collision Technology - Collin College
19. Jonathon Sweeney - General Automotive Instructor - Dallas College
20. Don Maddran - Lithia Motors
21. Rebecca Burns - Lithia Motors
22. Marcus Yates - Eagle Honda
23. Johnny Walsh - Educational Partnerships Manager - Dallas College
24. Cherise McCall - P-TECH Industry Liaison - Sachse High School