


MONTACHUSETT REGIONAL VOCATIONAL TECHNICAL SCHOOL

**MEMORANDUM**

**DATE:** September 18, 2018  
**TO:** All Vocational Staff  
**FROM:** James J. Hachey Director of Vocational Programs   
**SUBJECT:** Advisory Committee Meeting

Please be advised that the Fall Program Advisory Committee meeting and dinner is scheduled for Wednesday, October 10<sup>th</sup>.

The Meeting will begin at 5:30 pm in the Auditorium where there will be a brief presentation highlighting district wide and shop specific initiatives.

After the presentation, we will proceed to the Café for dinner and then will disperse to your shop to address the night's agenda.

The agenda is as follows:

1. Nomination of Program Advisory Chairperson for school year 2018-2019
2. Program Updates
3. 5-year Plan Updates
4. Freshman Exploratory Rubric Updates
5. Curriculum Update
6. Discuss the rating of the Vocational Program Assessment
7. Recruitment of Advisory Members
8. Other

Please notify me if you **cannot** attend the meeting.

Thank you.

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