

Teri Gardner 5-19-25

## **APPLICATION FOR WSATC RECOGNITION OF AN APPRENTICESHIP PREPARATION PROGRAM**

*Recognized Apprenticeship Preparation Programs are education and training programs which maintain formal articulation agreement(s) with one or more registered apprenticeship program sponsors. The purpose of the recognized preparation programs is to prepare participants for successful entry into registered apprenticeship programs. Preparatory programs are designed to increase the participation of underrepresented populations in registered apprenticeship. (WSATC Policy 2012-03 Sec. I B).*

*An apprenticeship preparation program may apply for recognition or continuing recognition from the WSATC. The WSATC may grant initial recognition for a period of up to 18 months, and continuing recognition for a period of up to three years. To apply for initial recognition, programs must have participants enrolled in training at the time of application, and provide individualized demographic data for the first/current cohort of participants. The cost to program participants may be considered as a factor when evaluating for recognition and continued recognition. (WSATC Policy 2012-03 Sec. III).*

### **SECTION 1: CONTACT INFORMATION AND PROGRAM SUMMARY**

#### **Name of Apprenticeship Preparation**

Perry Technical Institute Construction Program

#### **Name of parent organization/organization that will administer the program:**

Perry Technical Institute

#### **Contact Information:**

##### **Individual Authorized to Represent the Program**

*Name:* Darin J. Peters

*Organization:* Perry Technical Institute

*Title:* Department Head/Instructor

*Phone:* 509-453-0374 ext. 5858

*Email:* darin.peters@perrytech.edu

*Mailing Address:* 2011 W. Washington Ave., Yakima, WA, 98903

*Physical Address:* 2011 W. Washington Ave., Yakima, WA, 98903

##### **Point of Contact for Outreach and Enrollment**

*Name:* Raul Luna

*Organization:* Perry Technical Institute

*Title:* Director of Enrollment Services

*Phone:* 509-453-0374 ext. 5766

*Email:* raul.luna@perrytech.edu

*Mailing Address:* 2011 W. Washington Ave., Yakima, WA, 98903

*Physical Address:* 2011 W Washington Ave., Yakima, WA, 98903

### **Primary User of Apprentice Registration and Tracking System (ARTS) Portal**

*Name:* Nathan Hull

*Organization:* Perry Technical Institute

*Title:* Foundation Director

*Phone:* 509-453-0374 ext. 5731

*Email:* nathan.hull@perrytech.edu

*Mailing Address:* 2011 W. Washington Ave., Yakima, WA, 98903

*Physical Address:* 2011 W. Washington Ave., Yakima, WA, 98903

### **Summary of Preparatory Program**

**Please briefly summarize the following in three pages or less within Appendix A.**

1. *Describe the organization that will be operating the preparatory training. If this is an existing organization, briefly describe its history and mission, and why apprenticeship preparation is a good fit.*
2. *Describe how the program will be funded. If the program's start-up is grant funded, describe your sustainability plan once the grant ends.*
3. *Describe the primary needs you have identified in your service area the program will address.*
4. *Describe the target populations and geographical area.*
5. *Describe the program. Please include the following:*
  - a. *The structure of preparatory program including the anticipated number of participants/cohorts per year, approximate duration of the program, and cost of the program to participants;*

- b. How the program will be staffed (i.e., instructors, administration, etc);*
  - c. Participant support/resources during program; and*
  - d. Apprenticeship navigation and articulation plan.*
- 6. Describe the program outcomes. Please include the following if applicable.*
  - a. Successful completion (required)*
  - b. Industry recognized certificate(s)/certification(s)*
  - c. Educational credit*
  - d. Target articulation rate (required)*
- 7. Please provide additional details, if any, you would like to share about your program (i.e. positives outcomes other than registered apprenticeship articulation, etc.)*

## **SECTION 2: PROGRAM PARTICIPANTS AND OUTCOMES - (WSATC Policy 2012-03 Sec. II B)**

*A minimum apprenticeship articulation goal, which shall be at least 15% of graduates. Articulation shall be measured at six months following the date program participants graduate, with the following exceptions:*

- a. Programs serving actively enrolled K-12 participants may request articulation be measured at 12 months following the date of apprenticeship preparation program graduation; OR*
- b. Programs serving currently incarcerated individuals may request articulation be measured at 18 months following the date of apprenticeship preparation program graduation.*

*The anticipated number of participants who will enroll in the preparatory program annually.*

*The specific requirements to complete the program (i.e., attendance, grades, test scores, skill demonstrations, certificate attainment, etc.).*

*The specific apprenticeship, industries and/or occupations program graduates will be prepared to enter.*

**Please respond in full to the questions below regarding your program's participants and outcomes.**

1. Occupations Trained: *Please describe the specific apprenticeship, industries and/or occupations program graduates will be prepared to enter:*

Construction & Carpentry

2. Target Articulation Rate: *Approximately what percentage of program graduates do you expect to enter into a registered apprenticeship following completion of your program?*

We are gradually increasing our percentage entering apprenticeships. During the 2025-2026 school year, we anticipate 15% of program graduates to enter an apprenticeship.

3. Target Participant Population and Successful Articulation Timeframe: *Please select the option which best characterizes your program participant successful articulation timeframe. Please describe.*

☒ **6 Months**

☐ **12 Months** (*program serving actively enrolled K-12 participants*)

☐ **18 Months** (*program serving currently incarcerated individuals*)

Perry Tech does not qualify for the 12-month or 18 -month option.

4. *How many participants do you anticipate enrolling in each cohort and how many cohorts per year?*

The Construction & Carpentry Technology program has cohorts beginning in January, March, and September. Each cohort begins with fifteen to seventeen students.

5. *Please describe the requirements to complete the program (i.e., attendance, grades, test scores, skill demonstrations, certificate attainment, etc.).*

Perry Technical Institute has a mandatory attendance policy and expects 100% attendance. Should a student fall into the 90 percentile, the student runs the risk of dismissal. Perry Technical Institute does not accept any late schoolwork either, so if a student is absent or late on any given day where any schoolwork is due, they receive a "0" for the respective assignment. Successful completion of the Construction & Carpentry Technology program requires that students adhere to strict attendance and conduct guidelines as well as maintain satisfactory academic progress with a minimum grade point average of 2.0 (74%); the minimum grade established for each course is 70% (C-). Tests for the students are a large part of their grade, with tests carrying the weight of 30% of their overall grade which can have a big effect if they don't do very well or fail one. We provide "Hands On" training with tools, equipment, etc. as well as the students building a house from start to finish to enhance the skills that they are taught and or exposed to. Students in the Construction & Carpentry Technology Program receive certificates for First Aid/CPR training, OSHA 10 training, Forklift, Scaffold, Manlift, Ladder and Powder Actuated gun certificates.

### SECTION 3: ARTICULATIONS AND PARTNERSHIPS - (WSATC Policy 2012-03 Sec. II E, Sec. I E)

*Apprenticeship preparation programs training participants for a specific occupation must provide at least one articulation agreement at the time of application. Preparatory programs training individuals in multiple occupations must provide a minimum of two articulation agreements at the time of application. Articulation agreements must contain the following components:*

*The names of the organizations entering into the agreement (Apprenticeship Preparation Program and Registered Apprenticeship Program).*

*The specific apprenticeship program and occupation(s) that the apprenticeship prep program graduates will be prepared to enter.*

*One or more of the following considerations for graduates of the prep program:*

- a. A preferred entry clause;*
- b. An advanced standing or credit clause;*
- c. Additional point(s) awarded in the application/interview process; or*
- d. Guaranteed interview with registered apprenticeship program.*

*Be executed or renewed no more than three months prior to the date of application.*

**Please select the option which best characterizes your program.**

☐ **Registered Apprenticeship Program specific apprenticeship preparation** (*goal is preparation of apprentices for one specific registered apprenticeship*)

☒ **General apprenticeship preparation program** (*goal is preparation and support to succeed in a variety of apprenticeships*)

**Please complete the chart below with the requested information for each registered apprenticeship with which your program has a formal articulation agreement. A copy of each articulation agreement must be attached to this application. A Memorandum of Agreement/Understanding, a formal contract, or a signed letter of commitment are acceptable forms of articulation agreements.**

		<b>Articulation Type</b> (select all that apply)
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Apprentice- ship Program Name	Articulating Occupation(s)	Preferred Entry	Advanced Standing or Credit	Additional Points on Application/Interview	Guaranteed Interview
Construction Industry Training Council of Washington	Construction	X			
Western States Regional Council of Carpenters	Construction	X			

Please list any other organizations, if any, which have endorsed your program or otherwise partnered with you to develop or administer this program.

Program or Organization Name	Role(s) <i>(eg: training provider, Advisory Board member, industry consultant, supportive services provider, etc.)</i>
Central Washington Home Builders Association	Program advocate, industry consultant, program supporter
Habitat for Humanity	Affiliate, student training partner
Associated General Contractors of Washington	Advisory Board Member
Tri-Ply Construction	Advisory Board Member
Poppoff Concrete	Advisory Board Member

## **SECTION 4: CURRICULUM - (WSATC Policy 2012-03 Sec. II C)**

*Curriculum should be developed in consultation with apprenticeship partners and subject matter experts to ensure it aligns with current industry standards and prepares graduates to meet or exceed the minimum qualifications for entry into an apprenticeship. To ensure recognized Apprenticeship Preparation Programs are adequately preparing participants to enter Registered Apprenticeship and be successful apprentices, preparatory training curriculum must meet the following requirements:*

- a. Be a minimum of 80 hours in duration;*
- b. Employability skill development shall not exceed 50% of curriculum hours. Employability skill development shall be defined as general employment skills (communication, professionalism, work ethic, etc.);*
- c. Industry/trade specific skills and knowledge shall constitute at least 50% of curriculum hours. Industry/trade specific skills and knowledge shall be defined as hands-on training to develop manual, mechanical, or technical skills relevant to the occupation(s) the preparatory participant(s) are training to successfully enter, and which does not displace paid employees; and*
- d. Industry/occupation specific safety training and education.*

**In one to two paragraphs, please provide a brief summary of the programs curriculum describing the total number of hours, topics covered, method of delivery, etc.**

The objective of the program is to provide students with a broad base of knowledge and skills necessary for employment in a construction apprenticeship position. Students are taught about layouts, blueprints, framing, tool usage, safety, concrete, and finishing. Training will include exposure to drywall, power saws and drills, site surveying, site layout, scaffolding, fall restraint, and professional development for the construction industry. The goal for students who successfully complete this program is employment as construction workers. The Construction & Carpentry Technology program is 12 months in length (four quarters). The student will earn 72.0 credit hours, which are 1,168 clock hours. Students attend Monday-Thursday, 7:00 AM – 3:30 PM. Tuition is payable on a quarterly basis. There are four quarters of an academic year. Students will have externship opportunities at regular intervals throughout the duration of the program. The student to instructor ratio for the Construction & Carpentry Technology is 17:1.

**Please respond in full to the questions below.**

- 1. Please describe your program's working relationship with one or more registered apprenticeship programs in the development of elements such as curriculum, class activities, evaluation methods, and teaching techniques.*

The Construction Industry Training Council of Washington has the ability to provide feedback and collaboration on program development. The opportunity is there via our



program advisory committee, which provides members the opportunity to review curriculum, book lists, tool lists, facilities, and labs on a semiannual basis. In addition, the school recently formed an MOU with Western States Regional Council of Carpenters. This will grant students direct entry and allow them to achieve three levels of certification through Western States as students complete the PTI construction program.

2. *Please identify the program's instructor(s) and provide a brief summary of their qualifications.*

Darin J. Peters: Department Head/Instructor - Mr. Peters has approximately 38 years of experience in the construction industry. He grew up in a "construction environment" where his family had a construction business. After working in the family business for five years or so, he branched off from the family business and started his own company that he ran successfully for 24 plus years that constructed custom homes. In 2016, he was hired by Perry Technical Institute to start and develop the Construction & Carpentry Technology program at Perry Technical Institute. James Lopez: Instructor - Construction has been a part of James's life throughout growing up. He grew up framing, working for his family's company and eventually turned into joining an apprenticeship and attending CITC in Spokane, WA. The company he was working for at the time was building huge steel structures and poured and placed tilt up buildings. Many buildings that have been built are used for hops and are being used for ag purposes throughout the entire lower valley. Being in construction has provided James with many new opportunities and has treated his family well over the years. Now as an instructor for Construction and Carpentry Technology here at Perry Technical Institute, he is aware that the experience and the opportunities have provided him with many new skills that can and will help our industry find new leaders and greatly skilled carpenters. Spencer Curtis: Instructor - For the last four years, Spencer has worked alongside the Army National Guard as a civilian building temporary shelters for communication towers; as well as a custom home builder in the Yakima Valley at Copper Hills Construction. Copper Hills Construction is where he has gained most of his experience as well as graduating from Perry Technical Institute's Construction & Carpentry Technology program. Spencer was a project manager for Copper Hills, who is a multi-award-winning custom home builder and a certified green builder by the National Association of Home Builders.

3. *What, if any, post-secondary credit do program participants receive?*

N/A

**Please complete Appendix B – Curriculum Outline.**

## **SECTION 5: PARTICIPANT RECRUITMENT AND RETENTION - (WSATC Policy 2012-03 Sec. II D)**

*Preparatory program recruitment and retention plans must contain the following elements:*

*The target demographics of the population their enrollees will be drawn from;*

*The specific tools and activities used to recruit and retain participants, with an emphasis on recruitment of underrepresented populations; and*

*The cost of the program to participants.*

**Please respond to the following questions regarding your programs recruiting and retention plans.**

1. *Please describe the general demographics of the intended program participants (i.e., age, gender, race/ethnicity, geographic area, etc.). Is the program limited to a specific population (i.e., students at a particular high school, veterans, WIOA-eligible, etc.)? If so, explain:*

The Construction & Carpentry Technology program is open to any student over the age of 16 and there is no specific population that Perry Tech caters to. However, the primary recruitment efforts take place at the high school or even middle school level in Washington, Oregon, Idaho, and Montana. All of the current students are from Washington State; however, the program has attracted students from as far away as Hawaii, Wisconsin, and Southern Idaho in the past. 78% of the current Construction & Carpentry Technology program students are Hispanic, with the remaining students either being Caucasian, African American, or Native American. Currently, the program is comprised of 87% male and 13% female students. The average age of a Perry Technical Institute student is 23 years old with current Construction & Carpentry Technology students ranging from ages 18 to 46 years old.

2. *Please describe the tools and activities which will be utilized to recruit students, and describe how underrepresented populations will be encouraged to enroll in the program.*

Perry Technical Institute hosts three open house events each year where the school is open to potential students interested in visiting the facility, speaking with instructors, exploring their financial options, and registering for a program of interest. Perry Technical Institute uses social media and visits high schools as well as vocational

schools to speak about the school and its programs. Our Foundation department has multiple opportunities for students to apply for grants and scholarships as well as other funding options for their education that is available for them to receive if they apply for it.

3. *Please describe the tools, processes, and resources your program will utilize to retain participants through graduation.*

The Student Success Coordinator provides a supportive role to students and alumni of Perry Technical Institute. The coordinator is in place to share resources, guide students on a successful education and career path, listen and provide support, and make referrals to mental health counseling if necessary. Perry Technical Institute employs a Career Services team to recruit potential employees from industry. Twice per year, employer expo events (job fairs) are held at the school for current students and alumni. Over 100 employers were at the most recent employer expo with 15 companies specifically looking for Construction & Carpentry Technology students. The Career Services department also provides clinics for current students on presentation skills, resume and cover letter building, and mock interviews; and is available for alumni as needed for preparation and coaching on career/job changes. Representatives from all employers are welcome to come on campus at any time and present to students. The Construction Industry Training Council of Washington attends nearly every employer expo and provides students with detailed assistance navigating the hiring process after graduation. Perry Technical Institute has a robust system of resources in place for its students. Starting with the Admissions department, students are paired with an Admissions representative to help them through the application process from start to finish. The Financial Aid department is available to help students navigate the daunting task of paying for school. While actively enrolled in the Construction & Carpentry Technology program, students have constant meetings with their instructors to ensure information retention. If at any point a student were to fail a test or drop below a “B” in any course, instructors will implement a disciplinary process through an early alert tracking system. Academic standards that are not met are monitored through verbal and written warnings long before a student “fails” a section. The program also employs numerous student tutors that are available every night after class. Perry Technical Institute also provides a “Student Success Coordinator” that meets with students one-on-one to provide additional opportunities to help them through their individual situations. Although

these resources are in place to help students be successful, the curriculum is extremely challenging and, because of that, the overall retention rate is 81%.

4. *Please describe the services that will be provided to graduates and current participants to assist in their successful application and articulation into registered apprenticeship programs.*

The Career Services department provides clinics for current students on presentation skills, resume and cover letter building, and mock interviews and is available for alumni as needed for preparation and coaching on career/job changes. Representatives from all employers are welcome to come on campus at any time and present to students. The Construction Industry Training Council of Washington attends nearly every employer expo and provides students with detailed assistance navigating the hiring process after graduation.

5. *Please describe the cost of the program to participants and describe how the program helps mitigate the cost to participants (i.e., scholarships, grants, financial aid, etc.), if applicable.*

The total tuition and fees for the one-year Construction & Carpentry Technology program at Perry Tech is \$23,215. The school is able to accept all forms of federal financial aid and grants for students who qualify. In addition, students may qualify to receive the internal Perry Foundation Scholarship, awarded in the Spring and Fall of each calendar year. The school also has a foundation office with staff who are available to assist students with both internal and external scholarships. The school is proud to have consecutive winners of the Mike Rowe Works scholarship, in addition to multiple Rotary Vocational, Kiwanis, and scholarships posted to our online scholarship board. Perry Tech has been recognized as a Veteran Friendly School by the US Department of Veteran Affairs and the school has designated staff members on site to assist military veterans with securing their educational benefits.

## **SECTION 6: ADMINISTRATIVE REQUIREMENTS - (WSATC Policy 2012-03 Sec. II A)**

*Recognized Apprenticeship preparation programs shall commit to reporting the following information to L&I via the Apprenticeship Registration Tracking System (ARTS) system on a semi-annual basis, unless granted an exception\* by the WSATC:*

### *New participant demographics*

- a. First and Last Names*
- b. Birth Date*
- c. Gender*
- d. Race/ Ethnicity*
- e. Veteran Status*
- f. Social Security Number\**

### *Outcome measures (Individual-level Information)*

- a. Participant graduation(s)/ completions*
- b. Participant withdrawals*
- c. Graduates who have entered into Registered Apprenticeship*

**Please describe the tools and processes your program will utilize to successfully meet the administrative requirements listed above.**

The school employs a full time Registrar who keeps live demographic data for Perry Technical Institute. The school has successfully utilized the ARTS system to report registration data over the past 3-4 years and will continue to do so. We have four employees who have trained on the system and are responsible for updating every three months.

**Please complete Appendix C – Administrative Requirements Spreadsheet.**

## SECTION 7: APPENDICES

Please complete and submit appendices with the application packet as separate files.  
Appendices include the following:

*Appendix A – Program Summary*

*Appendix B – Curriculum Outline*

*Appendix C – Administrative Requirements Spreadsheet*

*Appendix D – Articulation Agreement(s)*

*\*Submitted by program as individual documents*

## **SUBMISSION INSTRUCTIONS**

***Applications are due no later than 60 days prior to the scheduled quarterly meeting of the Washington State Apprenticeship and Training Council. It is strongly recommended that you submit your application 2 weeks prior to the deadline for pre-review, to ensure that your application is complete. Contact Rio Brunsch for questions or assistance.***

***Please submit your completed application via email to:***

*Rio Brunsch, Management Analyst  
Dept. of Labor & Industries, Apprenticeship Section  
FRAV235@LNI.WA.GOV  
509-426-0985*

*Teri Gardner 5-19-25*

## **APPENDIX A – PROGRAM SUMMARY**

**Please briefly summarize the preparatory program according to the requirements listed in Section 1 “Summary of Preparatory Program” in three pages or less.**

Established in 1939, Perry Technical Institute is a private, non-profit educational institution which offers 14 specialized technical training programs. The mission at Perry is to “Educate, empower, and equip students for lifelong careers in industry.” The Construction & Carpentry Technology program produces qualified, skilled graduates that are prepared to start their careers in a wide range of apprenticeship positions.

Perry Technical Institute provides the following wrap-around services for students:

1. Assistance with resources for obtaining a driver’s license.
2. Free mental health counseling services for enrolled students.
3. Substance abuse prevention training, random drug testing, and the option to receive substance abuse rehabilitation services for enrolled students who test positive.
4. A full time program specialist who can connect students with local transportation services, food banks, and housing resources. The program specialists assists students with these services by connecting them with People for People, Dislocated Workers, and OIC of Washington.
5. Priority dormitory living accommodations with Yakima Valley College.
6. A food pantry for students in need, funded purely by donation.

The total tuition and fees for the one-year Construction program at Perry Tech is \$23,215. The school is able to accept all forms of federal financial aid and grants for students who qualify. In addition, students may qualify to receive the internal Perry Foundation Scholarship, awarded in the Spring and Fall of each calendar year. The school also has a foundation office with staff who are available to assist students with both internal and external scholarships. The school is proud to have consecutive winners of the Mike Rowe Works scholarship, in addition to multiple Rotary Vocational, Kiwanis, and scholarships posted to our online scholarship board. Perry Tech has been recognized as a Veteran Friendly School by the US Department of Veteran Affairs and the school has designated staff members on site to assist military veterans with securing their educational benefits.

Perry Technical Institute maintains accreditation through ACCSC, Accrediting Commission of Career Schools and Colleges. Being recognized by the U.S. Department of Education, the Construction is eligible for federal financial aid. Perry Tech provides its students with a Financial Aid Department to help them navigate the process of paying for their education. Students in the program may be eligible for grants, loans, scholarships, VA education benefits, and federal work study opportunities.

The goal of the Construction program is to provide students with safe practices within the construction industry. Students are taught a diverse foundation of knowledge to include blueprint reading, tool use (hand and power), pneumatic nail gun use, and the safety that applies with each. They are also taught how to layout the structure on a parcel of land, footing and foundation set up



along with the placement of concrete in them, stripping of the forms when the concrete has cured enough to, framing concepts that include floor, and wall and roof framing including the rolling of trusses. The students learn how to install exterior doors and windows properly, application of siding, soffits, and trim. In addition, finish-work concepts are taught to the students in the Construction program which includes cabinet installation, interior door and trim installation, wood flooring (if applicable), as well as any hardware needed. Graduates are encouraged to seek opportunities in foundation work, framing of structures, siding application, finish-work, and graduates find there are endless opportunities with the skills they have developed.

While constant recruiting efforts are being made at the junior high and high school levels, the average age of a Perry Tech student is 23 years old. Additional emphasis is placed on recruiting and retaining women in the trades which has included hosting (FFA) Future Farmers of America all female events on campus and providing a Women in Trades group focused on women working in trades that have traditionally been male dominated. Perry Tech also hosts a Veterans Alliance group, with a focus on exposing veteran students to resources and opportunities. The current students enrolled in the Construction & Carpentry Program are from the state of Washington with 91% of the students from Yakima County.

Perry Technical Institute's Construction program is 12 months in length (4 quarters). Approximately 15 – 17 students begin the program with three start dates during a calendar year, January, March, and September. Students remain with their cohort and instructor for the duration of the program, assuming they meet the program standards. The anticipated number of participants per year is approximately fifty-four. Each Construction class is taught by an instructor with a minimum of three years practical work experience.

The program is overseen by the department head and the Vice President of Academic Affairs for Perry Technical Institute. Perry Technical Institute employs a robust support staff as a resource for students and faculty. The Perry Enrollment team provides interested applicants with a detailed look at their program of choice. The Financial Aid department provides financial literacy training and assists students with FAFSA/Grant applications. The Foundation department helps students search and apply for scholarships. The Career Services department prepares the students for interview and presentation skills. The fully staffed Facilities & Maintenance department ensures that the students remain in a comfortable and safe learning environment. Students will review scopes of work and licensing requirements throughout their education at Perry Technical Institute to ensure that they understand the paths towards their individual careers. To facilitate that process, representatives from articulation partners will present to the students periodically for general networking and to provide them with next steps.

Successful completion of the Construction program requires that students adhere to strict attendance and conduct guidelines as well as maintain satisfactory academic progress with a minimum grade point average of 2.0 (74%); the minimum grade established for each course is 70% (C-). Along with the graduation certificate, students obtain multiple certifications which include First-Aid/CPR, OSHA 10, fall restraint, scaffold, powder actuated gun, forklift, telehandler, and man lift. The target articulation rate for graduates of the Construction program is 15%.

Students attending the Construction program at Perry Technical Institute occasionally have opportunities to be involved in community service. These include building a home that is constructed from start to finish by multiple programs throughout the school; that home is then raffled off to fund scholarships for future students. The other two Construction cohorts build homes for the Habitat for Humanity organization. Because of the school's efforts, in 2020, Perry Tech was named the Excellence in Community Service award recipient by the Accrediting Commission of Career Schools and Colleges for the community service the school provides. Also, according to the New York Times in 2019, Perry Technical Institute was ranked #1 out of 690 two-year schools in the US for income mobility; meaning children who were in the bottom fifth for income and moved to the top fifth as adults.

*Teri Gardner 5-19-25*

## **APPENDIX B – CURRICULUM OUTLINE**

**Please use the format below for the program's curriculum outline. Identify all curriculum elements and provide primary learning objectives that apply to each course.**

**Please copy and paste the format below to add additional course sections and/or primary learning objectives as needed.**

**1. CST 110 - Introduction to Construction & Carpentry – 7.5 Credit Hours, 130 Clock Hours**

Curriculum Elements:

- ☒ Industry/occupation specific safety training and education
- ☒ Employability skill development
- ☒ Industry/trade specific skills and knowledge

This course covers workplace safety, hazardous materials and environmental regulations, use of hand tools, service information resources, basic concepts, systems, and terms of the construction industry. Topics include the building process, materials, building systems, and construction components.

Students complete a PTI 101 workshop which orients them to time management, goal setting, managing their finances, and skill development for employability (10 clock hours for employability).

**2. CST 112 - Construction & Carpentry Fundamentals I – 9.0 Credit Hours, 154 Clock Hours**

Curriculum Elements:

- ☒ Industry/occupation specific safety training and education
- ☐ Employability skill development
- ☒ Industry/trade specific skills and knowledge

This course introduces students to framing, estimating, material selection, basic construction math, tool usage, layout, floors, walls, and ceilings. Students will receive exposure to proper power tool handling (a foundation that will continue throughout the program). In addition, students will study compaction and backing.

**3. CST 113 - Construction Blueprint Reading I – 3.0 Credit Hours, 52 Clock Hours**

Curriculum Elements:

- ☐ Industry/occupation specific safety training and education
- ☐ Employability skill development
- ☒ Industry/trade specific skills and knowledge

This course introduces reading, interpreting, and applying construction blueprints. Topics will include symbols, terminology, floor plans, elevation, and mechanical plans.

4. CST 120 - Construction Concrete – 8.0 Credit Hours, 142 Clock Hours

Curriculum Elements:

- ☒ Industry/occupation specific safety training and education
- ☐ Employability skill development
- ☒ Industry/trade specific skills and knowledge

Students will explore forming methods, footings, foundation walls, slabs, stairs, and the handling and curing of concrete. Students will study placing procedures and mix designs.

5. CST 121 - Construction & Carpentry Fundamentals II – 8.0 Credit Hours, 142 Clock Hours

Curriculum Elements:

- ☒ Industry/occupation specific safety training and education
- ☐ Employability skill development
- ☒ Industry/trade specific skills and knowledge

This course covers roof framing methods for residential construction. Students will be exposed to building codes, rafter nomenclature, ceiling joists, and collar ties. Students will also learn about stacking residential roofs and rolling trusses.

6. CST 122 - Construction Blueprint Reading II – 3.0 Credit Hours, 52 Clock Hours

Curriculum Elements:

- ☐ Industry/occupation specific safety training and education
- ☐ Employability skill development
- ☒ Industry/trade specific skills and knowledge

This course will introduce reading foundation plans, section views, roof framing plans and plot/site plans. Students will be exposed to various types of residential and commercial blueprints.

7. CST 130 – Exterior Finishing – 7.0 Credit Hours, 124 Clock Hours

Curriculum Elements:

- ☒ Industry/occupation specific safety training and education
- ☐ Employability skill development
- ☒ Industry/trade specific skills and knowledge

This course includes the installation and finishing of wall coverings, cornices, and exterior trim. Students will install windows, doors, waterproofing, and utilize tools specifically designed for exterior finishing. Students will practice using ladders and scaffolds.

8. CCT 131 – Construction & Carpentry Fundamentals III – 7.0 Credit Hours, 124 Clock Hours

Curriculum Elements:

- ☒ Industry/occupation specific safety training and education
- ☐ Employability skill development
- ☒ Industry/trade specific skills and knowledge

In this course, students will explore siding installation as well as state-of-the-art cutting. In addition, students will explore all facets of developing a building envelope. Students will be exposed to advanced construction techniques.

9. CST 140 – Interior Finishing – 12.5 Credit Hours, 218 Clock Hours

Curriculum Elements:

- ☒ Industry/occupation specific safety training and education
- ☐ Employability skill development
- ☒ Industry/trade specific skills and knowledge

This course covers drywall installation methods. Students will also complete material trim installation and estimate trim quantities and costs. Students will be exposed to base, casing, crown, and wainscot panel molding as well as interior door and window surrounds. Cabinetry installation will also be taught.

10. CST 141 – Professional Development 2.0 Credit Hours, 30 Clock Hours

Curriculum Elements:

- ☐ Industry/occupation specific safety training and education
- ☒ Employability skill development
- ☐ Industry/trade specific skills and knowledge

This course helps students develop professionally by focusing on soft skills, career planning, and future growth. Students are taught proper communication skills for the construction industry. Topics will include verbal communication with co-workers and written communication such as filling out a timecard or a work order. Upon completion,

students should be able to successfully interview for positions, develop future training plans, and set goals for career advancement.

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Teri Gardner 5-19-25

Preparatory Program Name:	Perry Technical Institute Construction Program	Total Number of Participants:	19
		Total Participant Graduates:	14
Reporting Period, Earliest Date:	9/26/2023	Total Withdrawals/Incomplete:	5
Reporting Period, Latest Date:	9/25/2024	Total Grad's Articulated into Reg' Apprenticeship:	0

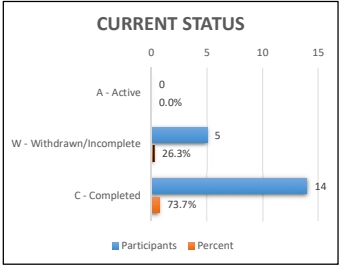
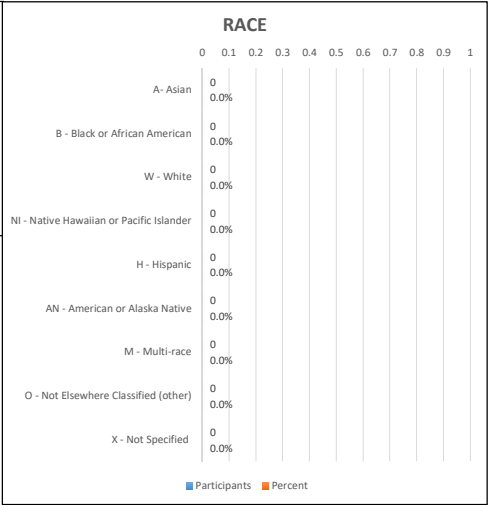
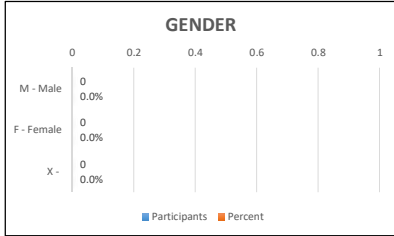


\*Please refer to the instructions tab for information on how to properly complete this document.

Participant Information - Total of Cohorts										Registered Apprenticeship Articulation Information			
Last Name		First Name		Birth Date	Gender	Race	Ethnicity	Veteran	Cohort Start Date	Current Status	Graduation Date	Registered Apprenticeship Name	Occupation
19		19		0	19	19	0	0	19	19	14	0	0

Articulation Rate  
0.00%

Hide Chart Hide Chart View Chart View Chart Hide Chart



Teri Gardner 5-19-25



Nathaniel Hull, Vice President of Academic Affairs  
 Construction Technology  
 Perry Technical Institute  
 2011 W. Washington Ave  
 Yakima, WA 98903

April 29, 2025

Dear Mr. Hull:

As Perry Technical Institute renews their Construction Technology program as a pre apprenticeship program with the Washington State Apprenticeship and Training Council (WSATC), the Construction Industry Training Council of Washington (CITC) is pleased to provide this letter of continued commitment to Perry Tech's Construction Technology program.

CITC is a state-licensed, vocational trade school for the construction industry. We offer eleven state approved construction apprenticeship programs, including Carpentry, three Electrical programs, HEO, HVAC, Laborer, Painting, Plumbing, Sheet Metal and Scaffold Erector; eleven construction craft training programs; many state approved continuing education courses for license renewal; as well as skills assessments, performance verifications, and targeted task training and skills upgrade courses for field construction professionals.

In support of Perry Technical Institute's Construction program, we CITC continues to provide the following services:

- Direct entry opportunities for construction graduates to enter CITC's carpentry and laborer apprenticeship programs. Please note that Direct entry to direct referral is in section III. Conduct of program Section A subsection 15 (e) which reads: Graduates of committee approved programs such as Job corps may receive direct entry to direct referral. Once your graduates complete their apprenticeship application with CITC and show that they have graduated from your program, they will be registered as apprentices and then placed on the out of work log at the bottom of the list for direct referral to an employer.
- Guidance and consultation regarding training needs and industry trends for employment.
- Industry experts who can present career information to construction students.
- Collaboration with Perry Technical Institute to increase apprenticeship opportunities for construction students.

If you need any additional information, or if we can help serve your students in any other way, please feel free to contact me directly at 425-285-2324.

Sincerely,

Halene Sigmund, President  
 Construction Industry Training Council of Washing



*Teri Gardner 5-19-25*

**WESTERN STATES REGIONAL COUNCIL OF CARPENTERS  
&  
SOUTHWEST CARPENTERS TRAINING FUND  
MEMORANDUM OF UNDERSTANDING**

This Memorandum of Understanding ("MOU") is entered into by and between the Western States Regional Council of Carpenters ("WSRCC"), the Southwest Carpenters Training Fund the managing fund for the Washington State UBC JATC and Perry Technical Institute.

**A. Purpose**

The purpose of this agreement is to support the Perry Technical Institute efforts to provide students with exposure to careers in the construction industry through the introduction of a pre-apprenticeship program. This agreement memorializes the pre-apprenticeship programs efforts to provide its participants with skills suitable for entry into various construction registered apprenticeship programs and to establish the conditions and procedures, herein agreed to, for the apprenticeship program referral and intake process.

This partnership may provide direct entry to completers in the Perry Technical Institute pre-apprentice programs meeting in accordance with the qualifications set out in Section C paragraphs 1-6

**B. Roles and Responsibilities**

1. The role and responsibility of the Western States Regional Council of Carpenters (WSRCC") and its training partner the Southwest Carpenters Training Fund ("SWCTF") is to offer support to the Perry Technical Institute Administrators, and Instructors/Teachers in the successful implementation of the Career Connections curriculum. The "WSRCC" commits to providing a Career Connections Outreach Specialist ("CCOS") who will offer direct support in book orders, classroom set up, curriculum delivery, certificate ordering, and certificate presentations. The "WSRCC" may attend program related activities, events, and host student tours at one of the Apprenticeship Training Centers.
2. The role and responsibility of Perry Technical Institute shall be to provide the "WSRCC" either within Career Connections Learning Management System ("CCLMS") or documentation including the participants full name, grade level, and course title. Perry Technical Institute will work with "WSRCC" to determine the eligibility of program participants for direct entry into an apprenticeship program ("Eligible Program Graduates"). Eligible Program Graduates shall be those participants that obtain all 3 certificates signifying completion and understanding of each of the project books provided by the "WSRCC" and containing Carpenters International Training Fund ("CITF") curricula ("Career Connections").
3. "WSRCC" shall collaborate with the appropriate staff at Perry Technical Institute to calendar a mandatory orientation with new Instructors and attend annual Instructor/Teacher curriculum workshops.

4. Each party shall defend a third-party claim against the other party arising from the death or physical injury to any person or damage to the indemnified parties to the extent proximately caused by the negligence of the indemnifying party or its agents or employees from and against damages, liabilities and reasonable costs and expenses, including reasonable legal fees incurred in connection therewith.

### **C. Procedures**

During the period covered by this agreement:

1. "WSRCC" in partnership with the "SWCTF" shall review for suitability the curricula of the Perry Technical Institute programs. In cases where there are possible skill deficiencies for entry level success, "WSRCC" will require the program to utilize the "CITF" curricula and competencies. ("Career Connections")
2. Program participants will be required to:
  - a. Complete a minimum of 40 hours of Project Book 1 or similar projects which includes safety operation check lists, and individual projects. (Eligible for Level 1 Certificate)
  - b. Complete a minimum of 160 hours of Project Book 2 or similar projects which includes safety operation check lists, and teamwork building projects. (Eligible for Level 2 Certificate)
  - c. Complete a minimum of 300 hours individually or combined of Project Book 3 Residential and Project Book 3 Commercial or similar projects which includes safety operation check lists, plan reading, and advanced teamwork building projects. (Eligible for Level 3 Certificate)
  - d. Students who complete levels 1,2,3 and a minimum 500 hours of classroom instruction and projects may qualify for direct entry into the Western States Carpenters Training Fund.
3. "WSRCC" will provide instructions to successful candidates that meet the eligibility requirements listed above stating how to request consideration for direct entry. "WSRCC" will provide all Eligible Program Graduates with information sheets on "How-to-Join" which lists the process for apprenticeship application to the desired trade program.
4. Southwest Carpenters Training Fund - Washington State UBC JATC
  - a. Collaboration – When programs are not able to offer all three Career Connections certificates to qualify for direct entry, the above will collaborate with the "entity" to assure all curriculum aligns with industry standards and provides participants with the skills and knowledge needed to succeed in the carpentry field.
  - b. Allow Application - Graduates that have successfully completed carpenter and carpenter related pre-apprenticeship programs will be granted direct entry upon approval of the JATC sub-committee, providing that the applicant meets the current minimum qualifications. Such priority is granted without regard to race, color religion, national origin, or sex and is contingent upon industry needs.

5. Both parties agree that the partnership's success depends on the availability of job opportunities and that, at times, job opportunities may be limited due to many variables including a downturn in construction or the economy. When these conditions exist, one or both parties may give thirty-day notice to terminate this agreement, and each party shall be held harmless.


#### **D. Reporting and Funding**

Each party to this agreement will collect and disseminate reports on outcomes related to the roles and responsibilities described above and agree to share information as required or requested. Furthermore, each party will maintain separate funding.


#### **E. Timeframe**

- 1) This "MOU" will commence on the executed signature dates below and will continue until dissolved by either party of this agreement.
- 2) This "MOU" is the complete agreement between the parties signed below. The agreement may only be amended by written agreement signed by each of the parties involved.

#### **Western States Regional Council of Carpenters**

Authorized Official:   
Signature  
Printed Name and Title: Sean Hartranft, President  
Address: 3250 E. Shelby St., Ontario CA 91764  
Telephone(s): (909) 373-4683  
E-Mail Address: CareerConnections.Dpt@wscarpenters.org  
Date: 5/15/2025

#### **Southwest Carpenters Training Fund**

Authorized Official:   
Signature  
Printed Name and Title: Louis A. Ontiveros, Executive Director  
Address: 3250 E. Shelby St., Ontario CA 91764  
Telephone(s): (213)739-9336  
E-Mail Address: fundoffice@swctf.org  
Date: 05/15/2025

**Perry Technical Institute**

Authorized Official: \_\_\_\_\_

Signature

Printed Name and Title:

**Darin Peters, Dept. Head, Construction & Carpentry Tech**

Address:

**2011 W. Washington Ave., Yakima, WA 98903**

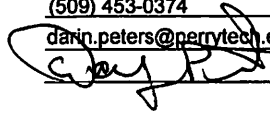
Telephone(s):

**(509) 453-0374**

E-Mail Address:

**darin.peters@perrytech.edu**

Date:

 **5/12/25**

**Perry Technical Institute**

Authorized Official: \_\_\_\_\_

Signature

Printed Name and Title:

**Nathan Hull, Vice President of Academic Affairs**

Address:

**2011 W. Washington Ave., Yakima, WA 98903**

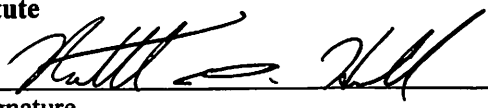
Telephone(s):

**(509) 453-0374**

E-Mail Address:

**nathan.hull@perrytech.edu**

Date:

 **5/12/25**

**Perry Technical Institute**

Authorized Official: \_\_\_\_\_

Signature

Printed Name and Title:

**Jason Lamiquiz, President**

Address:

**2011 W. Washington Ave., Yakima, WA 98903**


Telephone(s):

**(509) 453-0374**

E-Mail Address:

**jason.lamiquiz@perrytech.edu**

Date:

 **5-8-25**