

Spokane Valley CTE Program Advisory Committee Meeting Minutes

Program Committee:

Business Admin & Marketing
 Communication/Information Technology

Engineering, Manufacturing & Design
 Health Sciences
 Human Services

DATE 9/28/16

Teacher Leader/Minutes By: Lisa Williksen

ATTENDANCE (sign-in attached):

Business/Industry Members Present:

Name:	Company:
Cal Christen, Chair	Wagstaff
Scott Johnson	Wagstaff
Paul May	Retired Wagstaff, CTE GAC Chair

Teachers/Educational Members Present:

Name:	School:
Lisa Williksen	East Valley High School
Ron Beard	Central Valley High School
Mark Bitz	Spokane Valley Tech
Bill Close	East Valley High School
Eric Groshoff	West Valley High School
Rich Hein	Central Valley High School
Maya Heissenbuttel	North Pines Middle School
Tom Hill	West Valley High School
Tom Hoiland	University High School
David Leinweber	West Valley High School
Sal Lorenzen	Spokane Valley Tech
Scott Oakshott, Adm Support	Spokane Valley Tech
Dan Obenchain	University High School
Kyle Schafer	Bowdish Middle School
Joel Seitz	University High School
Jeff Smith	Greenacres Middle School
Jim Wood	Freeman High School

Business/Industry Members Absent:

Name:	Company:

Teachers/Educational Members Absent:

Name:	School:
Marcos Ahumada	West Valley High School
Erik Flodin	Spokane Valley Tech
Neil Francom	Horizon Middle School
Brian Hickman	Centennial Middle School
Christie Lapke	Centennial Middle School
Jon Larson	East Valley High School
Mindy Poindexter	Freeman High School
Dave Smith	East Valley High School
Breana Williamson	Centennial Middle School
Heather Wright	Centennial Middle School

READING AND APPROVAL OF MINUTES

(does not require a motion; may be approved as submitted if there are no corrections)

Meeting Minutes dated April 27, 2016 were approved and then signed by Cal Christen

REPORTS

This was the first meeting for the 2016-2017 school year. We agreed to follow the meeting schedule established last April. Our remaining meetings are scheduled for:

- Wednesday, November 30, 2016 at 8:00am at MacKay Industries (tentative)
- Wednesday, February 1, 2017 at 8:00am at Huntwood (tentative)
- Wednesday, April 19, 2017 at 8:00am at Buck Knives (tentative)

Please continue to encourage and invite business leaders to attend our advisory meetings.

UNFINISHED BUSINESS

None

NEW BUSINESS

We discussed our 2016-2017 committee goals.

1) SVT Energy Class Framework

- a. On hold until class is scheduled to start (most likely 2017-2018 school year)

2) Media Coverage

- a. Teachers were asked to please add ALL information on CTE activities on the CTE websites.
- b. Teachers voiced that this is another time consuming item placed onto their plates.
- c. Paul May said that he would discuss at the General Advisory Council about having teachers send information to their directors (or a district PR person) and that individual is responsible for the website entries.
- d. Bill Close volunteered to write up entry for the Construction Career day coming up.

3) SCC Tour

- a. Team agreed that we would like to arrange SCC Tours again this year.
- b. Tours named "Explore SCC Tech"
- c. There was disappointment with last year's tour and the lack of preparation (i.e. – many SCC instructors had no idea we were coming in February)
- d. Cal and Lisa to schedule "face-to-face" meeting with Ramona at SCC to see if we can clarify any misunderstandings
- e. Lisa to ask Ramona about a flyer for teachers to hand out
- f. Programs of study for both visits are:
 - i. Automotive (Collision, Maintenance, Technology)
 - ii. CAD
 - iii. Diesel/Heavy Equipment
 - iv. Electrical
 - v. Hydraulic
 - vi. HVAC
 - vii. Machining
 - viii. Line Construction (Avista)
 - ix. Sheet Metal
 - x. Welding and fabrication
- g. We agreed upon 2 different tours with different schedules.
 - i. November Senior Tour
 1. Only for interested Seniors
 2. Tentative dates: first choice Wednesday, November 9th, second choice Wednesday, November 16th

3. Seniors are provided a 2 ½ hour in-depth visit with their program of choice.
 - a. All teachers MUST submit their student names and programs of choice by Friday, October 21st.
 - b. Schedule:
 - i. 8:30am – 11am Students visit the program of choice that they signed up for
 - ii. 11 – 11:30 Lunch
 - iii. 11:30-1:30 Registration to SCC and Financial Aid
- ii. February Junior/Sophomore Tour
 1. Only for interested students
 2. Tentative dates: first choice Wednesday, February 15th , second choice Wednesday, February 8th
 3. Students are provided 4 50 minute tours for an overview of several programs available.
 - a. All Teachers MUST submit the number of students interested in program 2 weeks before the visit.
 - b. Schedule:
 - i. 8:30am – 9:20 Visit #1
 - ii. 9:30 – 10:20 Visit #2
 - iii. 10:30 – 11:20 Visit # 3
 - iv. 11:30 – 12noon Lunch
 - v. 12 noon – 1:00pm - Visit #4

4) Non-Traditional Students

- a. Our discussion was on how to increase enrollment of non-traditional students in CTE (especially engineering, construction, welding, etc.)
- b. This a National issue, not a Spokane Valley issue
- c. Numbers of Non-Traditional students (females and minorities) is not bad at middle school and then drastically drops at high school
- d. Maya Heissenbuttel to send information from Project Lead The Way on how to help recruit non-traditional students to distribution.
- e. Having female professionals come in and have lunch with invited non-traditional students has been shown to help.
- f. Need Administrators to ask counselors to purposefully enroll all non-traditional students into the same section of a CTE course if more than 1 section offered. Provides a social piece that is missing for students.
- g. Cal Christen to send information to distribution too on how business are addressing this concern.
- h. All teachers are asked to speak to their administrators and counselors.
- i. Goal is out of our resolution abilities. Put on hold for discussion again in April meeting.

5) Special Education Students in Engineering/Welding/Construction/Automotive CTE courses

- a. The percentage of SPED students enrolled in each course has been increasing; in fact in many schools the percentage of IEP students enrolled in a class is much higher than the percentage of SPED in the overall school.
- b. One school's solution was creating sections just for SPED students. The subject matter teacher (CTE) co-teaches with a SPED teacher along with several Para educators. Allows the course be taught safely and appropriately accommodating each student's needs.
- c. The teachers concern with large percentages (often 30%) of SPED students in CTE courses is safety.

- d. This is an Administration and counselor issue; not resolvable in our Advisory committee. Paul May to forward the concern to the GAC. Goal closed for our advisory group.

6) Internships

- a. Slow to move forward because of the legal issues of having high school students in a workplace (business insurance along with school's having students not with a teacher).
- b. One recommendation discussed was "job shadows" instead. Job shadow would be a one day experience to follow a professional around all day in their job. No special requirements on the business person except willingness to explain what they're doing. Turns out there is still a safety/insurance concern.
- c. It was discussed that this should be the responsibility of each school's work based coordinators.
- d. Also pointed out that it is important to monitor all job shadows and internships as not all businesses provide the same experience.
- e. Joel Seitz & Mark Bitz to handle working on the legal issues and concerns.
- f. Further discussion is needed next time on who are the appropriate players to bring to the table (administrators, counselors, work based learning coordinators, CTE teachers, business leaders)
- g. Discussed starting small and piloting ideas.
- h. Need to recruit more businesses (Wagstaff is carrying more than their share)

7) Wish Lists

- a. Mark Bitz is creating a google form for our group to create a school wish list
- b. More information coming

8) Skills USA

- a. Important - Involved in OSPI audit
- b. Need to ensure aligned for audit
- c. More discussion during our November meeting

9) Business Partners

- a. When asked what they would like out of our Advisory relationship it was potential future employees and building relationships.
- b. We need to increase our business member attendance
- c. Recommended that we discuss all business relationship business at the beginning of all meetings to respect our business partner's time.

PRESENTATIONS/OTHER

None

ADJOURNMENT

10:10am

Cal Christen

NAME OF CHAIR


SIGNATURE