

# Spokane Valley CTE Program Advisory Committee Meeting Minutes

**Program Committee:**

Business Admin & Marketing   
 Communication/Information Technology

Engineering, Manufacturing & Design   
 Health Sciences   
 Human Services

DATE **11/30/16**

Teacher Leader/Minutes By: Lisa Williksen

**ATTENDANCE** (sign-in attached):

**Business/Industry Members Present:**

Name:	Company:
Cal Christen, Chair	Wagstaff
Scott Johnson	Wagstaff
Barbara Parke	Wagstaff
Tony Wisniewski	HotStart

**Teachers/Educational Members Present:**

Name:	School:
Scott Oakshott, admin leader	Spokane Valley Tech
Lisa Williksen, teacher leader	InTec – EV High School
Mark Bitz	Spokane Valley Tech
Bill Close	East Valley High School
Eric Groshoff	West Valley High School
Neil Francom	Horizon Middle School
Ron Beard	Central Valley High School
Tom Hill	West Valley High School
Joel Seitz	University High School
David Leinweber	West Valley High School
Jeff Smith	Greenacres Middle School
Jeff Wood	Freeman High School
Debbie Reeder	West Valley School District

**Business/Industry Members Absent:**

Name:	Company:

**Teachers/Educational Members Absent:**

Name:	School:
Marcos Ahumada	West Valley High School
Erik Flodin	Spokane Valley Tech
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
Rich Hein	Central Valley High School
Tom Hoiland	University High School
Maya Heissenbittel	North Pines Middle School
Sal Lorenzen	Spokane Valley Tech
Dan Obenchain	University High School
Kyle Schafer	Bowdish 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 September 28, 2016 were approved and signed by Cal Christen.

## REPORTS

The meeting schedule for remaining meetings is:

- Wednesday, February 1, 2017 at 8:00am at MacKay
- Wednesday, April 19, 2017 at 8:00am at New Tech (tentative)

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

## UNFINISHED 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. Recently there was a nice article in the newspaper, but it emphasized Oregon and not Washington CTE programs. Somehow we need to get the Spokesman-Review to create an article about CTE in Spokane County.
- b. There is a need for media to help parents understand the wonderful careers available in the skilled trades and manufacturing; including right here in Spokane County.
- c. Need to ensure students are aware of all the CTE course opportunities
- d. With Core24, students, their parents and school counselor can define a CTE concentration pathway for graduation that can allow a student to take more CTE courses.

### 3) SCC Tours

- a. November Senior Tour was completed on November 16<sup>th</sup>
  - i. About 60 seniors participated in the tour.
  - ii. Students liked the hands on activities.
  - iii. Programs of study for the visits were:
    1. Automotive (Collision, Maintenance, Technology)
    2. CAD
    3. Diesel/Heavy Equipment
    4. Electrical
    5. Hydraulic
    6. HVAC
    7. Machining
    8. Line Construction (Avista)
    9. Sheet Metal
    10. Welding and fabrication
  - iv. Feedback that we need more description of each program and information on any programs clustered together.
- b. February Junior/Sophomore Tour
  - i. Only for interested students
  - ii. Date: Wednesday, February 8<sup>th</sup>
  - iii. Students are provided four 50 minute tours for an overview of several programs available.
    1. All Teachers MUST submit the number of students interested in which programs at least 1 week before the visit.
    2. Schedule:
      - a. 8:30am – 9:20 Visit #1
      - b. 9:30 – 10:20 Visit #2
      - c. 10:30 – 11:20 Visit # 3

- d. 11:30 – 12noon Lunch
  - e. 12 noon – 1:00pm - Visit #4
3. Lisa to provide a tour flyer in January.

#### 4) Non-Traditional Students

- a. On hold for discussion again in April meeting.

#### 5) Internships

- a. Barbara Parkes, Wagstaff President, started off the meeting with great news about internships at Wagstaff.
- b. Wagstaff is providing an internship opportunity for high school students. They have “kicked off” the program with a student from SVT.
  - i. New student every 3 months
  - ii. Program divided into 3 month divisions
    - 1. Drawings and Work Orders
    - 2. Work on Assembly, Welding and Machining
  - iii. 16 hours a week... preferably from 1:00pm – 5:00pm Monday – Thursday
  - iv. Looking for students who want to work/learn
  - v. Students must be at least 16 years old and have their own transportation
  - vi. Paid through Humanixs who will also handle timesheets and drug test
  - vii. Students will need steel toed shoes and safety glasses before going onto the assembly floor.
- c. Goal is to help students with career pathways into welding/machining which are fields of high demand.
- d. Wagstaff is optimistic that it can be a great way to find future employees; especially qualified welders/machinists
- e. Our next task is to develop a process for students to apply and be evaluated with feedback to the student and their teacher
- f. Optimistic that this can be the model to create more internship programs at additional businesses.
- g. Tony Wisniewski reminded us that we need to define the internship program unique from college internship programs to ensure students are not competing with college intern students.
- h. At this time until the process is developed to nominate students for the internship program at Wagstaff, Barb Parkes has graciously offered to have teachers email her directly with potential candidates.
  - i. Email : [bparkes@wagstaff.com](mailto:bparkes@wagstaff.com)
  - ii. Phone: 509-927-3325

#### 6) Wish Lists

- a. Mark Bitz has created a google form for our group to create a school supply wish list
- b. Mark will be emailing the form out in the near future.
- c. Teachers will then access the form to enter their supply requests
- d. Mark is still figuring out how to keep the list current.
- e. Business will contact a teacher directly if they can assist with a supply request.

#### 7) Skills USA

- a. Important - Involved in OSPI audit
- b. Need to ensure aligned for audit
- c. The following schools have Skills USA chapters:
  - i. CV (photography & media only)
  - ii. WV is starting a chapter
  - iii. EV has a chapter
  - iv. SVT has a chapter

- v. There are 97 different areas of completion
- vi. Pullman has a welding competition in February

**8) Business Partners**

- a. Barb Parkes graciously offered Kyle Harrison from Wagstaff to be an expert contact for teachers to email when they have questions they are unable to answer.
  - i. Email: [kharrison@wagstaff.com](mailto:kharrison@wagstaff.com)

**NEW BUSINESS**

**1) Job Shadows**

- a. Completely different than Work Based Learning or Internships
- b. Hard to set up; no one is currently doing this
- c. Mark Bitz stated there is 3 criteria factors to meet for job shadows:
  - i. Adequate safety supervision
  - ii. Shared Liability
  - iii. Learning Objects
- d. Scott Oakshoot volunteered to work on creating a process and to report back at our next meeting on his progress.
- e. Tony Wisniewski stated that engineering job shadows are not very disruptive to their work day at Hotstart.

**2) Scholarships**

- a. Greater Spokane Valley Manufacturing Scholarship
  - i. Provided by the Greater Spokane Valley Chamber of Commerce
  - ii. Simple 1 page application with another 5 short essay questions
  - iii. For students interested in SCC Manufacturing related courses
  - iv. Can be used for tools, tuition, certification test fees, etc.
  - v. Due in mid-March... no late applications accepted.
  - vi. Draft application attached to meeting minutes
- b. Washington Opportunity Scholarship
  - i. Contact for presentation on WSOS scholarship is Terri Ashby-Scott [tas@waopportunityscholarship.org](mailto:tas@waopportunityscholarship.org)
  - ii. Below is the link to the WSOS scholarship:  
<http://www.waopportunityscholarship.org>
- c. Hispanic Scholarship
  - i. Please remember if you have any students of Hispanic heritage that there are many scholarships unfilled each year.

**PRESENTATIONS/OTHER**

None

**ADJOURNMENT**

9:45am

Cal Christen

NAME OF CHAIR



SIGNATURE

## Advisory Committee Meeting Sign-In

Date of Meeting: 11/30/16

Name of Committee: Engineering, Manufacturing & Design

**Business/Industry/Post-secondary Members Present:**

Print Name:	Company	Sign
Cal Christen, Chair	Wagstaff	<i>Cal Christen</i>
<i>Scott Johnson</i>	<i>WAGSTAFF</i>	<i>Scott Johnson</i>
<i>Barbara Parkes</i>	<i>Wagstaff</i>	<i>Barb Parkes</i>
TONY WISNIEWSKI	HOTSTART	<i>Tony Wisniewski</i>

**Teachers/Administrators Present:**

Member Names:	School/District	Sign
Scott Oakshott, Adm Support	Spokane Valley Tech	<i>Scott Oakshott</i>
Lisa Williksen, Teacher Leader	East Valley High School	<i>Lisa Williksen</i>
Marcos Ahumada	West Valley High School	
Ron Beard	Central Valley High School	<i>Ronald E. Beard</i>
Mark Bitz	Spokane Valley Tech	<i>Mark Bitz</i>
Bill Close	East Valley High School	<i>Bill Close</i>
Erik Flodin	Spokane Valley Tech	
Neil Francom	Horizon Middle School	<i>Neil Francom</i>
Eric Groshoff	West Valley High School	<i>Eric Groshoff</i>
Rich Hein	Central Valley High School	
Maya Heissenbuttel	North Pines Middle School	
Brian Hickman	Centennial Middle School	
Tom Hill	West Valley High School	<i>Tom Hill</i>
Tom Hoiland	University High School	
Christi Lapke	Centennial Middle School	
Jon Larson	East Valley High School	
David Leinweber	West Valley High School	<i>David Leinweber</i>
Sal Lorenzen	Spokane Valley Tech	
Dan Obenchain	University High School	
Mindy Poindexter	Freeman High School	
Kyle Schafer	Bowdish Middle School	
Joel Seitz	University High School	<i>Joel Seitz</i>
Jeff Smith	Greenacres Middle School	<i>Jeff Smith</i>
Dave Smith	East Valley High School	
Brenna Williamson	Centennial Middle School	
Jim Wood	Freeman High School	<i>Jim Wood</i>
Heather Wright	Centennial Middle School	

**Guests Present:**

Print Name:	Representing	Sign
<i>Debbie Reeder</i>	<i>WVSD</i>	<i>Debbie Reeder</i>