

Agriculture Program Advisory Committee **Meeting #1 Minutes**

Date: Click here to enter a date. Time: 7pm Place: PHS Ag Room

Advisory Members Present: Tom Tippett, Marla Haugen, Ruth & Bill Ryan, Mike Whitman

I. Call to order

Called to order by: Rob Matthews Time: 7:07pm

II. Old Business

- a) Approval of previous meeting minutes

Motion: _____

Moved by: Ruth Ryan **Second by:** Tom Tippett **Approved?** Yes

III. New Business

- a) **Elect chairperson(s) – This person will also attend GAC General Advisory Committee Meetings.** Instructor is secretary and will take notes.

(a) **Chairperson(s):** Mike Whitman

- b) **Set meeting dates, time, and place –**

(a) Meeting #2 between January 6th and February 7, 2020

(i) Date: 1/15/2019 Time: 6:30am Place: Zeppoz

(b) Meeting #3 between May 4th and May 29, 2020

(i) Date: 5/20/2019 Time: 7pm Place: PHS Ag room

- c) **Update Advisory Committee Member Roster-**

Advisory Committee Members					
Name	Company	Title			
Mike Whitman	J&M Whitman Farms	Owner			
Tom Tippett	Helena Chemical	Finance manager			
Bill Ryan	Ryan Brothers	Owner			
Ruth Ryan	WSU	Advising ctr			
Marla Haugen	Busch Farms				
Jackie Hodson	Hinrichs Trading				
Kurt Druffel	Druffel Farms	Owner			
Cat Salois	McGregor's				
Jim Durfey	WSU AgTM	Professor			

- d) **Report on opening of school**

(a) Things that are going well:

- (i) Classes going well; FFA chapter has had 2 meetings and good involvement so far (37 current members, several maybes).
 - (ii) Discussion: none
- (b) Things that need to be improved:
- (i) Increase numbers for next year through recruitment and offering an advanced level course.
 - (ii) Starting a Pullman Livestock boosters in the community to help with 4H and FFA members selling animals at the Palouse Empire Fair.
 - (iii) Discussion: Collecting information and moving forward in the next few months to establish this entity, outside of the PHS Ag department.

e) **New course proposals, course description changes, course title changes for 2020-2021 school year.**

From last year's input, finalize new course proposals, course descriptions changes, and course title changes for 2020-21 school year. Must be approved by advisory committee prior to submission to the Curriculum Advisory Committee. Please meet with the Principal and CTE Director prior to Oct. 30 to discuss new proposals.

Action Plan for New Course: Veterinary Science

Motion: "I move that the PHS Ag department offer a Veterinary Science course in 2020."

Discussion: The committee and instructor feel that having a capstone course of this level that could not only provide college credit but certification would be very beneficial. Also, within our area there are many vet clinics and a Veterinary School, not to mention 2 universities with Animal Science programs. This provides a need for trained people in this area and the class would also provide a connection between these businesses and our school.

Moved by: Marla Haugen Second by: Ruth Ryan Approved? Yes

f) **Instructional Materials (textbooks, videos, etc.) for 2020-2021**

Action Plan for New Material: _____

Motion: _____

Moved by: _____ Second by: _____ Approved? Choose an item.

g) **Report on Student Leadership/Community Service Activities:**

- (a) Fair (10 exhibitors)

- (i) Looking at forming a livestock booster group for Pullman
- (b) Competition practice/prep
 - (i) Currently 17 different events students have signed up for.
 - (ii) Have 3 community members planning to assist currently
 - 1. Marla Haugen, Hannah Nelson, Rainey McKeirnan.
 - 2. Coaches available for Ag Comm if we do that also.
- (c) Nationals 10/29-11/3
- (d) Co-sponsoring food drive with ASB in December , National guard running it.
- (e) Planning on 1 activity per month with either Elementary or Middle School.
 - (i) Already have been to LMS and volunteered with Marla's raised garden project: filled beds with compost, assembled a metal bench.
 - (ii) Officers going to LMS Leadership class on 10/23 to run a public speaking workshop.
- (f) Discussion: Contact Jim Durfey to determine what his AgTM classes have set up already.

IV. Review Program Advisory Committee End of the Year Program Evaluation

Review program evaluation from last year and make any suggestions for program improvement based on last year's End of the Year Program Evaluation.

- a) Discussion: Would like to see our recommendations become reality, realize that requires district funding and approval.

V. Review following documents and plan changes as needed for next year

- Curriculum Mapping: ALL classes need to start working on curriculum mapping that match their approved frameworks. This will need to be completed by June 2020
- Program of Study: Completed by end of year
- Inventory: Must submit complete inventory and annotate if items are purchased by grant dollars (i.e. Perkins, High Demand, etc.)
- 5 Year Plan: Produce/update a complete 5-year plan (per Perkins) with all classes in the program included on one plan by the end of the year.
- Articulation agreements: What is in place, what is in the works, and ideas for places to articulate with.
 - a) Currently Plant Science and Animal Science. Looking at the Veterinary Science for next year.
 - b) Discussion: Ruth Ryan recommended we look at Tacoma Community College as they have a Vet Tech certificated program in place already.

VI. Approval of Instructors for the current year

- a) Motion: Move to accept Rob Matthews as our Agriculture Science teacher.
- b) Moved by: Tom Tippet Second by: Marla Haugen Approved? Yes

VII. Other News for the program, instructor, or students:

- a) Discussion: Extended time used to be more than twice what is currently provided in the Ag department. If we are to see continued success and not burnout, Rob needs to be provided with more paid days or an additional advisor needs to be in place as was the case in recent history. He places at state every year with students from PHS, just like an athletics coach could, and has had an individual qualify for Nationals the past 2 years. This is something our committee would like to see improved.

VIII. Adjournment

Motion: Moved to adjourn

Moved by: Rob Matthews Second by: Tom Tippet Approved? Yes

Minutes will need to be submitted to the CTE Director and CTE Secretary by the instructor within one week of meeting date. Minutes will be posted on the PSD website under CTE.