

Metals and Woods Program Advisory Committee
Meeting #1 Minutes

Date: 11/14/2019 Time: 5:30 Place: PHS

Advisory Members Present: James Durfey; Dan Scott; Tim Sullivan

I. Call to order

Called to order by: Dan Scott Time: 5:35

II. Old Business

- a) Approval of previous meeting minutes

Motion: NA

Moved by: NA **Second by:** NA **Approved?** Choose an item.

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):** TBD

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

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

- (i) Date: 1/16/2020 Time: 5:30 Place: PHS

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

- (i) Date: 5/14/2020 Time: 5:30 Place: PHS

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

Advisory Committee Members					
Name	Company	Title	Address	Phone	Email
James Durfey	WSU	Senior Instructor			
Dan Scott	Retired				
Tim Sullivan	Sullivan Construction	Owner			

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

- (a) Things that are going well:

- (i) Discussion: We discussed the current projects students in both metals and woods are working on. From the first year metals students building boats

and the woods students building sheds. We also talked about items built for the boosters auction and projects brought in from the community that are being completed in metals.

(b) Things that need to be improved:

(i) Discussion: We discussed how in metals, first year students and fourth year students have a lot of direction and projects where second and third year students need more projects and opportunities to grow. We also talked about how many students/young people feel that they deserve a certain hourly wage yet do understand that they have to prove themselves or have to prove they are worth more before they will receive a raise. How do we teach them how to look at their wage in this way.

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: NA

Motion: NA

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

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

Action Plan for New Material: Use this year to review what is currently available.

Motion: Dan Scott motioned to review current materials for future upgrade.

Moved by: Jim Durfey Second by: Tim Sullivan Approved? **Yes**

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

(a) Discussion: We talked about how leadership is present in metals with older students helping and teaching younger students. It was explained how a senior has met with mayor Johnson about a downtown project. It was brought up to possibly have students present at the Lyons club or Rotary to help provide the community with a better idea of what is being covered in these classes.

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: NA

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) Discussion: Curriculum mapping and Program of Study will be discussed more at the next meeting but is something we all will be thinking about. For the 5 year plan, we discussed having fine woodworking and general construction as possibly two separate classes. It was also brought up to grow relationships with WSU Ag-Ed program and to possibly reach out to organizations like This Old House to inquire about curriculum materials or even just as a resource. The metals classes will continue to look for projects from both inside the district and community while teaching the appropriate content depending upon the students level and ability. There is currently an articulation agreement with Walla Walla community college and one in the works with Spokane Falls CC.

VI. Approval of Instructors for the current year

- a) Motion: Jim Motioned for Tim Schotzko to be the instructor for the year.
- b) Moved by: Tim Second by: Dan Approved? Yes

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

- a) Discussion: Upcoming projects and ideas for possible projects were discussed. Also, the types of skills that would be needed for students to find summer work in the construction field. Work ethic and personality are important with skills and safety a close second. Exact details were not yet discussed.

VIII. Adjournment

- Motion: Dan motioned for the meeting to be adjourned.
Moved by: Jim Second by: Tim 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.