

_____ Program Advisory Committee
Meeting #2 Minutes

Date: March 25th. Time: 7pm Place: Zoom

Advisory Members Present: Tom Tippett, Kurt Druffel, Mike Whitman, Ruth Ryan, Jim Durfey

I. Call to order

Called to order by: Rob Matthews Time: 7:05pm

II. Minutes from previous meeting

a) Approval of previous meeting minutes

Motion: "I Move to approve the minutes"

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

III. Old/Unfinished Business

a) **Any items not completed from Meeting #1 packet**, including new course proposals and recommendations for 2020-2021 programs.

Discussion: Greenhouse floor; Shed organization/wall;

IV. New Business

a) **Review the Role of Program Advisory Committee (attachment)**

b) **Complete the CTE Program Five Year Plan (attachment)** ***Needs to be turned in with your minutes***

Motion to approve the Five-Year plan: "I move to approve the 5 year plan"

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

c) **Program support activities (CTE standards)** List activities the program supports these areas

i) **Support Guidance Counseling**

ii) **Work Site Learning: None yet except students SAE projects.**

iii) **Student leadership activities: FFA involvement**

iv) **Student recruitment and Program Promotion: 8th grade recruitment activities.**

v) **Job Placement: SAE projects**

vi) **Tech Prep/Articulations**

Through WWCC: Plant, Animal, Vet Sci, Drafting

(1) **Report on first semester of school**

- (a) Program Enrollment Numbers: 107 students, went down a few due to withdrawal and failing.
- (i) Discussion: Needs to be higher: lack of ability to recruit last year, online classes, lack of contact inside the classroom with students has been difficult to reach out and build rapport. Also, the Natural Resources course and Earth & space (for students not ready for Biology) have impacted overall numbers just by sheer need of those students to be in a science class (especially the 3rd year and Natural Resources).
- (b) Things that are going well:
- (i) Discussion: Having students in person has been a big difference for those previously struggling, and in being able to connect to at least a small population of students. Greenhouse has been a great deal better with having “many hands” as opposed to just my family, although with the smaller numbers the entire time it has been slower than normal. I have been having blended practices and meetings since March 1st which has been nice.
- (c) Things that need to be improved:
- (i) Discussion: Utilizing more (non-computer) labs in the classroom to engage students while they are there. I am already doing some in Biology and Physical Science but want to do more. Being able to have more students in the classroom (specifically FFA members for practices and events). Getting members more involved in meetings (attendance).

b) **New course proposals, course description changes, course title changes for 2021-2022 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 the 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: Only change was to make the name of my department “Agriscience” instead of “Agriculture”.

Motion:

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

c) **Instructional Materials (textbooks, videos, etc.) for 2021-2022**

Action Plan for New Material: I would like to incorporate the iCEV curriculum to be used as a resources for any online teaching to be done next year or self directed work for students in Animal Science and Veterinary Science. The program is about \$800 for the year. We were not

able to do this year as we needed to watch our spending due to lower fte and state allotment from the online classes.

Motion:

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

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

- (a) Discussion: FFA is in full swing (not quite as full as normal) with multiple competitions already being complete. So far qualifying for state are: Ag Issues (Food Waste topic); Kinsey Kallaher-Employment skills; Madi Wolfe-Employment skills alternate; Madi Wolfe-Extemp (3rd place); Madi Weber-Extemp (first alternate). We have 4 state degrees: Kinsey Kallaher, Owen King, Hannah Talbot, Elle Thomas. Also, 1 American degree recipient: Sara Ulibarri. Planning to compete at state: Ag Communications (5/3), Vet Science (5/29); Food Science (5/26); Lyneth Calderon (Spanish Creed: 5/1); Horse Evaluation (4/26); Livestock Evaluation (4/28). All of these will be virtual competitions at the state level, with many being hybrid at the national level. State itself is its normal week but the competitions are spread out from 4/20 to 5/29. Madi Wolfe is running for State office as well. We are hoping to hold a hybrid banquet at the end of May. Not sure how many will be showing at fair (3 current members for sure: 2 beef, 1 sheep) with incoming 9th graders still to let us know (I assume at least 3). We were able to teach a virtual lesson on genetics in Mrs. Fluegel's 8th grade Science and give a quick pitch to the students; and had officers speak to Ms. Vidot's classes (other 8th grade science teacher). They also received a little treat (popcorn and candy with a note that said "We are salty we couldn't meet you in person, but it would be sweet if you would join FFA next year"; and a postcard for the student along with one mailed home to parents. The response seemed positive and we are optimistic. Our group also held a district wide food drive for the district food pantry which yielded 8 boxes worth (fruit box sized) of product for the food pantry at Jefferson.

II. 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: We typically do this at our last meeting.

III. 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 2021***
- 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.). **Complete by the end of the year.**
- 5 Year Plan: Produce/update a complete 5-year plan (per Perkins) with all classes in the program included on one plan. **Complete by the end of the year.**
- Articulation agreements: What is in place, what are the instructor (s) working on for the future, and ideas for places to articulate with.
 - i) These are in place with WW for: Plant, Animal, Vet Sciences, Drafting (only as 1&2 in sequence).
 - ii) Have not sought out other schools yet this year as alternatives to WW.
- a) Discussion:

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

- a) Discussion: Working on how we will conduct our plant sale. Hoping to have it in person with people setting appointments, or at least do it online again but have it so the inventory is updated automatically so we can't over sell and have to make a bunch of adjustments. Scheduled for May 1st & 2nd.

V. Adjournment

Motion: None needed, no objections.

Moved by: _____ Second by: _____ 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.