



Agriculture Program Advisory Committee
Meeting #1 Minutes

Date: 12/2/20. Time: 7pm Place: Zoom

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

I. Call to order

Called to order by: Rob Matthews Time: 7:04pm

II. Old Business

a) Approval of previous meeting minutes

Motion: "I move to approve the minutes from the June 10th 2020 meeting as written"

Moved by: Marla Haugen Second by: Bill Ryan 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 11th and February 12th, 2021

(i) Date: 2/3/21 . Time: 7pm Place: Zoom

(b) Meeting #3 between May 3rd and May 28th, 2021

(i) Date: 5/19/21. Time: 7pm Place: Hopefully not Zoom

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

Advisory Committee Members

Name	Company		Address	Phone	Email
Tom Tippet	Helena Agrichemical				
Mike Whitman	Farmer				
Bill & Ruth Ryan	Farmer				
James Durfey	WSU, retired				
Jacki Dodsen	HTC				
Kurt Druffel	Farmer				
Cat Salois	McGregors				
Marla Haugen	Busch Farms				

d) Report on opening of school

(a) Things that are going well even though we are in distance learning:

- (i) Discussion: Classes are going okay virtually, difficult to keep kids engaged and to know they are fully participating with all of the challenges this method presents (computer and internet issues, cameras, etc.). Been doing demo's and some videos, using virtual labs/simulations when possible (Gizmo, Phet). Had Plant science students plant a fall garden (provided seeds/soil/containers to grow radishes & kale). Drafting is the most adaptable to virtual format (tutorials and using computer program to make projects). Potentially after January 4th able to start with small groups in CTE (Plant Science, Vet Science). Welding classes already started doing some of this. I was allowed to order plants so I am going on the assumption we will be also allowed to keep

them alive and sell them in Spring. Chris Franklin applied for a Perkins grant which we hope to use for revamping the floor in the greenhouse for better drainage.

(b) Things that need to be improved:

(i) Discussion: Being in person when at all possible for labs/ greenhouse work.

e) **Instructor Approval – Advisory approval for current year’s instructor(s) and recommendations for instructor professional development. ***

Motion: This was done in June, and presented again today, “I move to approve Rob Matthews as the instructor for 20-21”.

Moved by: Mike Whitman Second by: Marla Haugen Approved? Yes.

f) **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: None

Motion:

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

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

Action Plan for New Material: iCEV online curriculum: Vet Science, other classes as well. Rob had asked previously but no response, trying again to see if in the budget (roughly \$800).

Motion:

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

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

(a) Discussion: FFA has been virtual again this school year an is going okay all things considered. State 2020 results after our last meeting: Ag Communications(2nd place team, Kate Blehm 7th overall, Alec Klaveano 2nd); Vet Science (2nd place team, Elle Thomas 10th, Nicole Avery 4th); Meats Evaluation (7th place team, Owen King 4th

overall); Food Science (5th place team, Nicole Avery 4th overall). Hailey Penman and Chase Hayton received their American degrees virtually during National Convention on 10/28. We have held officer elections and chapter meetings virtually as well as game nights and Greenhand ceremony. Two officers interviewed for District officer (Madi Wolfe & Madi Weber) with Madi Wolfe earning the position of district 6 Treasurer. Have been holding virtual practices for: Livestock, Meats, Vet Sci, Food Sci, Ag Issues, Employment skills. Hope to have Creed practicing soon (done with it in class). We are really trying to plan for both virtual(just in case) and in person opportunities as soon as they are available in the spring time. May have to petition the Pullman School district to allow us to participate in person if we are the only chapter that is virtual and District 6 decides we cannot participate unless in person. Ag teachers meeting scheduled for January 4th to update. We tried to do community service but have only been allowed if it is completely virtual. 2 officers were able to make masks to mail out to members with FFA fabric. I mailed out to Greenhands (along with their pins and few other items) and will mail the rest out hopefully tomorrow. Looking at doing a virtual drive if our only option in February. Membership down a little due to lack of ability to recruit in March but happy with the people we do have.

IV. Complete Program of Work

- A Program of Work is a systematic review of the program's goals, curriculum, activities, funding, and resources with the overall goal of assessing the program's effectiveness and sustainability. Program Advisory Committee members need to be willing to discuss all aspects of the student's development rather than just the industry's expectations of technical attainment.

To this extent, the committee will need to develop a Program of Work to accomplish its goals. The advisory committee's program of work should complement and incorporate the program's five-year plan, which requires an annual review and response by the advisory committee.

a) Program Goals

	Greenhouse floor: with use of a perkins grant remodel the floor for better drainage.
	Continue to maintain articulations with Community Colleges for: Plant Sci, Animal, Vet.
	Incorporate more industry professionals (1 per class) once allowed again (guest, trip, etc.)
	Recruit 8 th -11 th grade students (through Science and CTE) in February & March.
	Apply for a grant next summer (2021) for replenshing lab supplies.

	Organize the shed for better access (after the district makes their wall).
	Advertise/Advocate for our classes and CTE during February (mailing, article, Instagram, etc.)

b) Goal Action Plan Worksheet

Strategies & Action Steps	Responsibility	Evidence of Effectiveness
Apply for perkins grant for floor	Chris Franklin	If we receive the grant
Prepare activity with LMS CTE/Science/ Leadership class	Rob & Marla?	Completed activity, interest survey from students.

Work with SERS and Community colleges we have articulations with to get kids credit for classes this year	Rob Matthews	Students earn Tech Prep credit.

V. 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:

VI. 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: We currently have articulations with WWCC for: Animal Science, Plant Science, Veterinary Science. Works fine with them, just need to get kids signed up.

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

- a) Discussion:

VIII. Adjournment

Motion:

Moved by: Rob Matthews Second by: None needed, unanimous consent 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.