



## Advisory Committee Meeting #2

2/22/2023 6 PM | Meeting called to order by Brady Shelton

### In Attendance

Tim Sullivan, Brady Shelton, Dan Scott

Approval of Minutes from previous meeting

**MOTION REQUIRED** Dan Scott

Any Old/Unfinished business?

No Old Business to discuss.

### New Business

1. REVIEW the Role of the Program Advisory Committee (*see attachment*)
2. COMPLETE the CTE Program Four Year Plan (*Attachment*) – **TURN IN WITH YOUR MINUTES**

**Motion Required for 4-Year Plan – approved?**  Yes  NO

**Motion Made by:** 1<sup>st</sup>: Brady 2<sup>nd</sup> Dan

3. Program Support Activities (CTE Standards) – PLEASE LIST ACTIVITIES the program supports in these areas:
  - a. Support Guidance Counseling  
Working with Counselors for metals to be an alternative pathway
  - b. Work Based Learning (includes: Guest Speakers, Structured Field Trips, School-Based Enterprises, Job Shadows, Worksite Learning)  
Working on guest Speakers
  - c. Student Leadership Activities  
Built into the class through student interaction and learning
  - d. Student recruitment and Program Promotion  
Elective fair participation
  - e. Job Placement  
When possible with local businesses
  - f. Tech Prep/Articulations  
Same articulation with WWCC as previous years

New Courses Proposals, Course Description Changes, or Course Title Changes for 2023-2024  
(Advisory Committee approval required prior to submitting and approval to Curriculum Advisory Committee, please meet with Principal and CTE Director prior to March 1st to discuss new proposals)

- Are there any classes/courses that you are submitting for approval for the 2023-2024 school year?  
*Please provide necessary information for approval from committee for each new course in the table below:* No new class proposals

Course Name	CIP Code	Relevant Labor/Market Data – helpful link <a href="#">NuMetrics CTE Dashboard</a>
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- Are there any course description changes or course materials you need for new/current courses?  
Not at this time

- ALL NEW COURSES AND COURSE DESCRIPTION CHANGES APPROVED BY COMMITTEE?  
YES  NO  MOTIONED BY:

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### Classes & CTSO Update

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1. Report on first semester of school  
Classes have been running smoothly and the regional competition results were discussed.
2. Report on Student Leadership/Community Service Activities  
The leadership students demonstrate in class and community service opportunities were discussed.

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### Review Program Advisory Committee End of the Year Program Evaluation

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Make any suggestions for program improvement based on last year's End of Year Program Eval.

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### Review Documents that will need to be **submitted** by year end

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1. Program of Study
2. Inventory  
Both working documents were discussed.

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### Next Meeting

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5/3/2023

**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.**