



Advisory Committee Meeting #2

1/18/23 3:35 | Meeting called to order by Sam Anderson

In Attendance

Ed Davis, John Cassleman, Sam Anderson

Approval of Minutes from previous meeting

MOTION REQUIRED Motion: John Cassleman Second: Ed Davis

Any Old/Unfinished business?

4 year plan development

Recruitment for our programs

– reduce barriers, work with counselors, use metrics to study enrollment

Digital Electronics

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: 1st: JC 2nd SA

3. Program Support Activities (CTE Standards) – PLEASE LIST ACTIVITIES the program supports in these areas:
 - a. Support Guidance Counseling
 - i. Work with counselors for enrollment
 - b. Work Based Learning (includes: Guest Speakers, Structured Field Trips, School-Based Enterprises, Job Shadows, Worksite Learning)
 - i. SEL / PHS field Trip in April 32 student cap
 - c. Student Leadership Activities
 - i. CTSO in March / April Programming Challenge
 - d. Student recruitment and Program Promotion
 - i. 8th grade tours
 - ii. Electives fair
 - iii. Latest CTE pamphlet for Amber Deeds
 - e. Job Placement
 - i. Internships at SEL
 - f. Tech Prep/Articulations
 - i. Information coming from Jill soon to sign up for dual credit
 - ii. LCSC-EET / Spokane falls, Walla Walla for articulations

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:

Course Name	CIP Code	Relevant Labor/Market Data – helpful link NuMetrics CTE Dashboard		
Digital Electronics	149997	Position	Average Salary	Potential openings
		Electrical Engineers	\$109,600	25
		Electronics Engineers	\$85,519	17
		Software Developer	&89,056	55
		Electrical and Electronic Technicians		53

- Are there any course description changes or course materials you need for new/current courses?

ALL NEW COURSES AND COURSE DESCRIPTION CHANGES APPROVED BY COMMITTEE?
 YES X NO MOTIONED BY: SA SECOND: JC

Classes & CTSO Update

1. High School (Engineering, Drafting, Computer Programming)
2. Middle School (Science, Gateway to Technology, Electronics, and Industrial Technology Teacher)
3. Skills USA for programming: regional award in the Congressional App Challenge

Review Program Advisory Committee End of the Year Program Evaluation

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

Review Documents that will need to be submitted by year end

1. Four Year Plan
2. Program of Study
3. Inventory

Next Meeting

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

Minutes:

Call to order 3:35

Growth of programs

Safe access / safe space for all students

End of year climate survey

**Compare to metrics data / demographic data
placement as special education**

Free and reduced lunch

Genders of enrollment

See if we are up or down from the school district / state / national average

Work with counselors for enrollment

Student recruitment and Program Promotion

8th grade tours

Electives fair in February

Latest CTE pamphlet for Amber Deeds

Four Year Plan

Needs further and continued development as a living document

Use data to help inform and develop program

CTSO in March / April Programming Challenge

Create a programming challenge for students

“Hackathon” for all programmers

Advisory council growth

Work with WSU and engineering firms to gain more members

Field trip to SEL in April

32 student cap for each session

Promote careers locally

Promote careers for students not attending college