



Program Area: Manufacturing

Advisory Committee Meeting #3

5/18/2023 | Time: 5:30

Meeting called to order by Rainey Mckeirnan

In Attendance

Rodrigo Ascencio
Rainey Mckeirnan
Nick Vanarsdel
Cody Hathaway

Approval of Minutes from previous meeting

MOTION REQUIRED: Motion: Motion to approve minutes from previous meeting

Moved by: Rainey Seconded by: Rodrigo

Approved: Yes

Any Old/Unfinished business?

- Any items not completed from Meeting #2 packet, including new course proposals and recommendations for 23-24 programs. **Discussion:**N/a

New Business

1. New instructional materials for 23-24 school year: What instructional materials do you need for next school year? All textbooks will need approved by CAC.
Action Plan for New Material: keep wood supply stocked and create a "wish list" of new tools that would benefit.
Moved by: Nick Seconded by: Rainey
Approved: Yes
2. New course proposal and course title changes and instructional materials for 2024-25 (year after next) school year. **Motion: Move to propose the continual development of the construction courses.**
Moved by: Rainey Seconded by: Nick
Approved: YES
3. State Program Assurances: Facilities Equipment and Safety – **(Motion combined for all statements)**
 - a. Laboratories and equipment are comparable to those used in public, private, or home-based workplaces and are appropriate to support the OSPI approved curriculum framework and industry training procedures.
 - b. CTE programs are structured so that safety factors, supervision, and the number of training stations determine the maximum number of students per classroom. Facilities, procedures, and safety lessons taught follow the guidelines as reflected in related federal, state and county standards.
 - c. If there are industry regulations related to this program, those requirements have been met.**Motion: Move to continue state program assurances in the shop.**

Moved by: Nick Seconded by: Rainey

Approved: YES

4. Instructor Approval – Advisor approval of next year’s instructor(s) and recommendations for instructor professional development. **Motion: Motion to approve Rodrigo Ascencio as the instructor for the shop**

Moved by: Rainey Seconded by: Nick

Approved: YES

Classes & CTSO Update

1. Student Leadership Update – **Discussion:** How are the skills students’ motivation? How do we continue to motivate even after competition.
2. Report on **SECOND** Semester of school.
 - a. Program Enrollment Numbers – **Discussion:** How do we get enrollement up? Could someone enroll for only the second semester?
 - b. Things that are going well – **Discussion:** Student learning; understanding of soft skills like punctuality.
 - c. Things that need to be improved: **Discussion:** Enrollment, Tools (belt sander), project management, and student tool upkeep.
3. Registration numbers for 23-24 school year – **Discussion:** discussion held until 1st meeting of 23-24

Review Program Advisory Committee End of the Year Program Evaluation

Review program evaluation from last year and complete the End of Year Program Evaluation for the 22-23 school year.

Discussion: *look at end of year evaluation*

Motion: Accept Enf of year program evaluation

Moved by:Nick Approved by:Rainey

Approved: YES

Review Documents that will need to be **SUBMITTED** by year end

1. Inventory
2. Industry Recognized Certifications Awarded
3. Work Based Learning Tracking sheets
4. Complete End of year Program Evaluation

Adjournment

Motion: Motion to adjourn the meeting

Moved by:Rainey Seconded by:Nick

Approved: YES

NEXT MEETING (1st mtg for 2023-24 school year – between September-October):

9/28/2023, Time: 5pm Location: TBD

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.