



Advisory Committee Meeting #2

2/26/24 | 5:00pm | Meeting called to order by Jill Bickelhaupt

In Attendance

Jill Bickelhaupt, Altaira Bogle, Miranda Chandler, Debbie Handy, Lori Eide, Hang Liu, Mirenda Stabakken (via zoom)

Approval of Minutes from previous meeting

Motion to Approve Previous Meeting Minutes as presented

Motion Made by: 1st: MC, 2nd: HL

Motion Passes

Any Old/Unfinished business?

None

New Business

1. **REVIEW** the Role of the Program Advisory Committee (*see attachment*)

Reviewed Advisory Matrix

- JB identified Community Relations as an area of need. Need help making more connections with opportunities and businesses in the community.
- AB described issues with trying to find someone to come in and do First Aid training and certification. Mirenda said she is a First Aid trainer and could help
- Hang mentioned she has lots of former students working in the fashion industry that could guest speak in Fashion Design
- Discussed equipment--most equipment is still working well and up to date; talked about the new RealityWorks daycare simulation with the RealCare babies
- Lori mentioned opportunities for dual credit with ECE and advantages of having students earn their Merit certificate to be able to work in daycares

2. **COMPLETE** the CTE Program Four Year Plan (*Attachment*) – **TURN IN WITH YOUR MINUTES**

Discussion:

- Lori offered to help find additional advisory members to represent ECE; discussed the advantages of getting someone on the board from the ECAP program where ECE students are doing their practicum experiences
- JB mentioned the difficulty in finding foodservice representatives for the advisory board because chef's schedules are generally not conducive to our advisory board schedules
 - Debbie suggested contacting the PSD Nutritional Services head to be on the advisory board

- Debbie and Miranda suggested contacting Will Wohlfeil from WSU Dining Services to be on the advisory board and to possibly do a field trip tour of the dining services behind the scenes for the Culinary classes
- Debbie suggested contacting the foodservice department at the hospital for potential advisory members

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

Motion Made by: 1st: DH 2nd LE

3. Program Support Activities (CTE Standards) – PLEASE LIST ACTIVITIES the program supports in these areas:
 - a. Support Guidance Counseling
 - i. Providing cross-credited classes
 - ii. Providing dual credit courses
 - iii. Working with counselors to support and advocate for our programs
 - iv. Working closely with students who are on IEP or 504 plans
 - b. Work Based Learning (includes: Guest Speakers, Structured Field Trips, School-Based Enterprises, Job Shadows, Worksite Learning)
 - i. Per OSPI, providing at least one WBL opportunity each semester
 - Culinary Arts: Field Trip & Guest Speaker
 - Foods & Nutrition: Career Research & Project (2nd semester- bakeshop bakeries)
 - Fashion Design: Service Projects
 - Early Childhood Education: Placement/Unpaid Internship
 - c. Student Leadership Activities
 - i. Incorporating FCCLA activities into the classroom
 - ii. Supporting FCCLA students in competitions
 - d. Student recruitment and Program Promotion
 - i. 8th Grade Visit & Elective Fair
 - ii. Updating CTE Video
 - iii. Upcoming CTE Display Case!
 - e. Job Placement
 - i. Career Exploration
 - ii. Worksite Learning
 - f. Tech Prep/Articulations
 - i. Culinary Arts (articulated with WWCC)
 - ii. Working on ECE for next year

Classes & CTSO Update

1. Report on first semester of school
 - a. Textiles & Apparel
 - i. Wrapped up elements & principles of design, fashion influencers, fashion designers projects
 - ii. Applying “what we know” and working on a Barbie upcycle project, which will also be applied to cultural clothing and our own upcycling projects this semester
 - b. Foods & Nutrition
 - i. Explored dishes surrounding allergy or specific diets (vegetarianism, diabetic, etc.)
 - ii. 2nd semester breaking up food groups and nutrition, as we gear towards eating disorders in teens

- c. Early Childhood Education
 - i. 1st semester- finished with RealCare Babies project! Everyone did well!
 - ii. 2nd semester- have started completing in-class assignments related to caregivers of preschoolers; also started preschool practicum experience
 - d. Culinary Arts
 - i. 20 Students Earned NRA ServSafe Manager Certification!
 - ii. Toured the Culinary & Hospitality programs at LCSC
 - iii. Studying individual foods, their properties, cooking techniques, and restaurant scaling
 - iv. Upcoming: Food Trucks!
 1. Showcasing Trucks at Art Show on April 17
2. Report on Student Leadership/Community Service Activities
 - a. We are taking 12 competitors and 2 evaluators to state!
 - b. One Member Running for State Office: Jayven Bogle
 - c. FCCLA State = March 5 - 8, 2024 in Spokane
 - d. Partnered with Moose Lodge over the holidays to help facilitate a children's holiday party and help wrap gifts for the Giving Tree

Review Program Advisory Committee End of the Year Program Evaluation

Will send out Program Evaluation prior to third meeting for review from advisory committee before discussing at meeting

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

1. Program of Study
2. Inventory

Next Meeting

Late April - Early May for next meeting; will send out doodle poll for availability of members

Adjourn: 6:02pm

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.

Family & Consumer Sciences Advisory Committee



February 26, 2024
Meeting #2

Agenda

Sign In

Approve Previous Meeting Minutes

Review Role of Advisory Board

Program Support Activities

Class Updates

FCCLA Updates

4 Year Plan

Adjournment

Minutes From Previous Meeting

Changes/Additions?

Motion to approve minutes?

Role of Advisory Committee

Matrix of Advisory Committees

What can our advisory do to help support our programs?

Focus Area?

Program Support Activities

Support Guidance Counseling

- Providing cross-credited classes
- Providing dual credit courses
- Working with counselors to support and advocate for our programs
- Working closely with students who are on IEP or 504 plans



Work Based Learning

- Per OSPI, providing at least one WBL opportunity each semester
 - Culinary Arts: Field Trip & Guest Speaker
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 - Fashion Design: Service Projects
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Program Support Activities

Student Leadership Activities

- Incorporating FCCLA activities into the classroom
- Supporting FCCLA students in competitions

Student Recruitment & Program Promotion

- 8th Grade Visit & Elective Fair
- Updating CTE Video
- Upcoming CTE Display Case!



Program Support Activities

Job Placement

- Career Exploration
- Worksite Learning

Dual Credit/Articulations

- Culinary Arts (articulated with WWCC)
- Working on ECE for next year

Food Safety & Sanitation	
Instructor Initials	Competency/Topics
	Define/Demonstrate an Understanding: -Foodborne Illness (challenges, costs, occurrences), TCS Foods, High-Risk Populations
	Define/Demonstrate an Understanding: -Microorganisms Pathogens, Pathogen Growth, Types of Pathogens (Virus, Bacteria, Parasites, Fungi), Symptoms, Prevention Measures, "The Big Six"
	Define/Demonstrate an Understanding: Physical/Biological/Chemical Contaminants (sources, symptoms, prevention), Food Allergens (The Big Eight, prevention), Cross-Contact
	Define/Demonstrate an Understanding: -Personal Hygiene, Handwashing (proper procedure, when to), Hand-Care Guidelines, Work Attire Guidelines, Bare Hand Contact, Gloves Usage, Reporting Illnesses
	Define/Demonstrate an Understanding: -Cross-Contamination, Time/Temperature Control, Thermometers (types, usage, calibration),
	Define/Demonstrate an Understanding: -Cross-Contamination, Time/Temperature Control, Thermometers (types, usage, calibration),
	Define/Demonstrate an Understanding: - Food Receiving & Inspection Criteria for TCS and Non TCS Foods (accepting vs. rejecting, how to check temps)
	Define/Demonstrate an Understanding: - Storage Guidelines (labeling, date marking, rotation, storage temperatures), Temperature Danger Zone, Cross-Contamination Prevention, Storing TCS Foods
	Define/Demonstrate an Understanding: - Thawing TCS Foods, Safe Prepping of TCS Foods, Prepping Procedures requiring a variance, Cooking TCS Foods (minimal internal cooking temps & times), Cooking TCS Foods in Microwave, Consumer Advisories, Partial Cooking, Cooling/Reheating Requirements
	Define/Demonstrate an Understanding: - Hot/Cold Holding (with & without temperature control), Serving Food Safely (service staff, kitchen staff, self-service/buffet areas),

	Define/Demonstrate: - The Seven HACCP Principles
	Define/Demonstrate an Understanding: - Handwashing Station Requirements, Dishwashing Machine Requirements, Three-Compartment Sink Set-up/Operation, Plumbing (cross-connection, backflow)
	Define/Demonstrate an Understanding: - Cleaning vs. Sanitizing, Types of Cleaners, Heat vs. Chemical Sanitizing, Cleaning Equipment & Surfaces, Vomit/Diarrhea Clean-Up Procedures, Developing a cleaning program
	Define/Demonstrate an Understanding: - Pest Management Control, State and Local Regulatory Authorities, Health Department Inspections
Weights & Measurements	
	Define/Demonstrate an Understanding: - Weights & Measures (Volume vs. Mass) (US Customary vs. Metric), Converting Units of Measurement, Converting Between Weight & Volume
Recipes	
	Define/Demonstrate an Understanding: - Standardized Recipes, Calculating a Scaling Factor, Scaling Recipes, Calculating Portion Size
Identification	
	Define/Demonstrate an Understanding: Herbs & Spices
	Define/Demonstrate an Understanding: Grains & Legumes
	Define/Demonstrate an Understanding: Fruits & Vegetables
	Define/Demonstrate an Understanding: Beef, Lamb, Pork, Poultry
	Define/Demonstrate an Understanding: Fish & Shellfish
	Define/Demonstrate an Understanding: Dry Goods
	Define/Demonstrate an Understanding: Dairy
	Define/Demonstrate an Understanding: Equipment Submitted an equipment safety checklist.
Knife Skills (Lab Work)	
	Dice (Large, Medium, Small), Julienne, Batonnet, Chiffonade, Dimensions
	Filet a whole fish
Egg Cookery (Lab Work)	
	Scrambled
	Omelet (easy, medium, hard)
	Hard/Soft Boiled
	Poached

Update - Textiles & Apparel

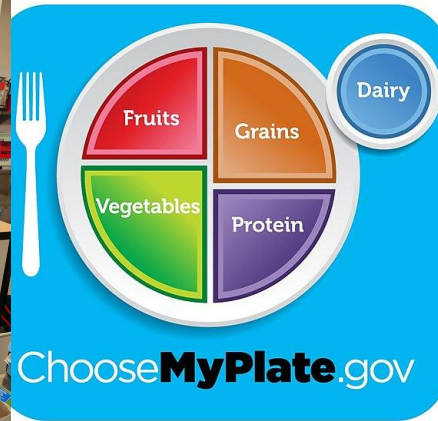
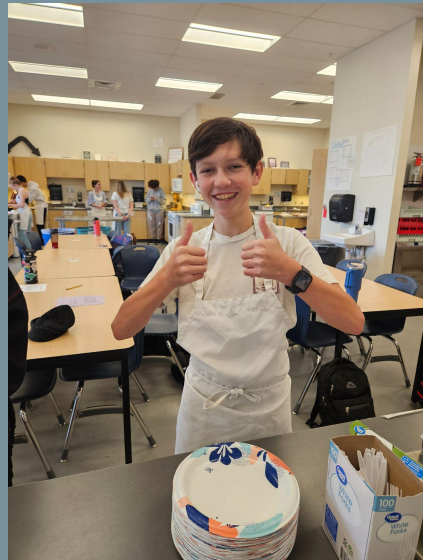
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4 Year Plan

See document--

Motion to Approve 4 Year Plan?

End of Year Evaluation

Next meeting, we will review, complete, and approve our end of year evaluation. Please begin to look through the document, we will begin asking for input in March.

Next Meeting

Between April 10 and May 12--watch for the doodle poll! :)