



## Meeting Minutes

Career and Technical Education (CTE) General Advisory Board  
Bellingham Public Schools  
Tuesday, November 3, 2015  
5:00 – 6:00 p.m.  
Squalicum High School Library

### BSD Staff Present:

Jeff Tetrick, Jessica Smith, Martha Zender, Kevin Criez, Paul Clement, Chris Carlson, Kyle Ringo, David Rostykus, Jenny Styer, Chris Stevens, Debbie Knudsen, Jeanne Koetje, Michelle Wilhelm

### Community Members Present:

Craig Lang (CH2MHill), Carla Confronto (WorkSource), Riley Grant (ReSources), Karll Rusch (STEM CTE Instructor), David Bren (Washington Engineering Institute), Steve Addison (Bellingham Technical College / BTC), Jill Davishahl (BTC), Michael Jay (Educational Systemics, Inc.), Lin Nelson (BTC), Laura Plaut (Common Threads)

#### • Call to Order

Jeff Tetrick called the meeting to order at approximately 5:05.

#### • Introductions

Jeff Tetrick welcomed everyone. Staff introduced themselves.

#### • Approval of Prior Meeting Minutes

- Lin Nelson motions to approve / Craig Lang seconds motion

#### • Main Presentation (PowerPoint Presentation)

- New Business – Current Staff FTE, Middle School programs, Student Count (FTE)
- Bellingham Public Schools CTE Course Offerings
  - Pathway, Program, high school data explaining current courses or future dates of courses
- Program Expansions / Discussion (Health Science, Sports Medicine and Medical Terminology)
- Carl Perkins Grant
  - \$60,000 – majority goes to consumables
  - Staffing Professional Development
    - Training for Conditional Staff
  - Career Center costs (field trips)
  - Capital Improvement Rotations
    - Family Consumer Science / Health Sciences
    - Next Year: Business and Marketing
- Course Re-Approvals
  - Business and Marketing: Marketing 1 & Advanced, Accounting, Microsoft Office Specialist, Technical Writing, Computer Applications, AP Computer Science / Programming, AP Economics, Web Design, Personal Finance Financial Algebra, Yearbook / Publishing, Media Applications – (Middle School)
  - Craig Lang motions to approve / Dave Bren seconds motion
  - Michael Jay suggested database program
- Options High School Update
  - Aerospace Manufacturing / Applied Physics Lab, Engineering Design Student with Fabrication Lab, Agricultural Science Program and GRADS Program.
  - Common bell schedule, uniformity between all high schools
  - Jeannie Koetje inquired of Nutrition and Wellness for Options (however, the culinary program will be considered for Sehome High School since square footage was exceeded for Options)
- Sehome High School Update
  - Advanced Manufacturing Lab, Engineering Lab, Culinary Arts Lab, Business and Marketing Lab, Yearbook, Visual Communications Lab and Agricultural Science Lab.
  - Laura Plaut inquired on agricultural science Lab (acreage, something more than a greenhouse)
- Goals for 2015-2016
  - Increase the use of Precision Exams / CTE Skills Testing
  - Continue support / growth for CTSOs and teacher advisors for both middle and high schools
  - Engineering course articulations to Bellingham Technical College
- Additional Updates (Advisory Share-out)
  - Paul Clement (Bellingham High School / Task Force Member) – 1:1 Initiative (each student receives device)
    - Other 1:1 district site visits as Bellingham School District pursues possibility
    - Recommendation made to Dr. Baker as something to pursue (package includes support, professional development, etc.)
    - Tech Levy additional ask (above / beyond current needs)
    - Frees up computer labs, roll out in thoughtful way that supports teachers, digital inking suggestion verses regular laptop, 4 -5 year rollout (decade down the road)
  - Carla Confronto – (WorkSource) – Manufacturing Academy
    - Opportunity to train, get hired for youth 18-24 years of age or drop-outs / Begins January 11<sup>th</sup> 2016

#### • Concluded at 6:05