

Meeting Minutes
Career and Technical Education (CTE) General Advisory Board
Bellingham Public Schools
Wednesday, November 13, 2019
5 – 6 p.m.
Options High School | Room 138

BPS Staff Present: Jeff Tetrick (CTE Director), Jessica Smith (Squalicum High School), Jennifer Hento (Shuksan Middle School), Jared Greenwood (Options High School), Riley Liddle (Squalicum High School), Kevin Criez (Sehome High School), Tido Nakazato (Squalicum High School), Katie Owen (Bellingham High School), Jeff Wood (Sehome High School), Alan Doud (Squalicum High School), Nick Boyce (Squalicum High School), Sarah Marshall (Squalicum High School)

Industry Members Present: Craig Lang (General Advisory Chair), Carla Conforto (WorkSource), Rachel Garcia (WorkSource), Michael Jay (Education Systemics, Inc.), Gil Lund (Fives Lund LLC), Lucas Holtgeerts (Veritas Media Productions), Guy Occhiogrosso (Bellingham/Whatcom Chamber of Commerce & Industry), Darin McQuestin (Re-Sources)

Call to Order – 5 p.m.

Introductions – Staff/Industry members introduced themselves.

(Based on PowerPoint presentation presented by Jeff Tetrick)

Main Presentation

Old Business

- Approval of Prior Meeting Minutes
 - Michael Jay – motions to approve / Craig Lang seconds motion

New Business

- General Advisory Work Focus
- Enrollment Data
- CTE Dual Credit Data
 - Earning free college credits while in high school and earning high school credit.
- Budget Focus and Update
 - Focused energy around salaries and benefits, and support Career and Technical Student Organizations (CTSO) along with advisor stipends. Motion to reenact approval of .5 FTE Tech and .5 Curriculum Teacher on Special Assignment (TOSA).
 - Craig Lang motions to approve / Michael Jay seconds motion
- Framework Approvals
 - Skilled and Technical Sciences – All CIP codes listed and represented in course catalog.
 - Jared Greenwood motions to approve / Jeff Wood seconds motion

- Perkins Grant
 - Represents 8% of federal budget across the country – roughly \$68,000 is approved for CTE – most funds are used for consumables, curriculum and staff professional development.
- Updated Conditional List
 - Staff are placed in a CTE program but are not endorsed in that program area. There were some updates during summer/fall months from the previous spring advisory meeting where staff were approved.
 - Nick Boyce – motions to approve / Riley Liddle seconds motion
- Pathways
 - CTE pathways to graduation have changed due to House Bill 1599 passing.
 - There are six program areas: agriculture, business, science, technology, engineering and math (STEM), skilled and technical, family and consumer, health sciences.
 - There are sixteen career clusters and seventy-nine pathways within the 16 clusters.
 - Pathway rules are: two high school credits, related to High School and Beyond Plan (HSBP) goals, Core Plus program (if related to HSBP), a sequence that meets RCW: 28A.700.030
 - Sequence of courses must be within the same program area or local sequence within more than one area if approved by the GAC. Recommended to adding the following courses that make sense to be included into multiple program areas: Technical Literacy, Personal Finance, Living on Your Own, Career Choices, Technical Writing, Computer Programming, Video Game Design, Foods courses, Video Production, Visual Communications and Environmental Science.
 - Gil Lund motions to approve / Carla Conforto seconds motion)
- Review of Five-Year Plan – Advisory membership is sending in recommended changes and updates for the focus of the work this year.
- Comprehensive Local Needs Assessment (CNLA) – Introduced the concept and thinking behind the CLNA. This is a planning year and details were distributed in the packets for membership to work on and bring to the next meeting - homework assignment
 - Worksheet for Indicators
 - Employment Data Review – Reviewing Employment and skills gap information for our local area and transitioning into Advisory Presentation:

Industry Presentation:

- Workforce Data:
 - Carla Conforto presented on occupational classification systems. The group reviewed Labor Market Demand, the Standard Occupational Classification System and resources from the Employment Security Department.

Concluded at 6:13 p.m.