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|  | **Bath County High School**  **Career and Technical Education**  **Advisory Board Meeting**  **10/8/2014**  **5:30 – 6:30 PM**  **Mertz Culinary Classroom** | | |
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| Meeting called by:  Jane McMullen | |  | |
| Type of meeting: Regular Session | |  | |
| Facilitator: Jane McMullen | |  | |
| Note taker: Katie Keyser | |  | |
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|  | **Agenda topics** | | |
|  | Call to Order | | Jane McMullen |
|  | Reading and Approval of Minutes | | Katie Keyser |
|  | Department Updates | | CTE Staff |
|  | Work Place Readiness – Fall/Winter Results with  Retakes | | Jane McMullen and Katie Keyser |
|  | Credential Tests – Spring (May 5-16)  NOCTI, WPR, ProStart | | Jane McMullen |
|  | Elementary Visitation – Pre-School – April 1  7th Grade – April 23  Ruberic | | Jane McMullen  Joey Altizer |
|  | Internship Partnership with BARC | | Jane McMullen |
|  | Other | | Committee |
|  | Adjournment | | Jane McMullen |
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| Resource persons: |  | | |
| Special notes: |  | | |

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| Meeting called by: | Jane McMullen | | | |
| Type of meeting: | Regular | | | |
| Facilitator: | Jane McMullen | | | |
| Note taker: | Katie Keyser | | | |
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| Attendees: | Joey Altizer, Ed Ozols, Adaline Hodge, Larry Grubbs, Donald Bruce, Mackenzie Kincaid, Britney Chestnut, Sarah Rowe, Sue Hirsh, Jane McMullen, Katie Keyser | | | |
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|  | **Agenda topics** | | | |
|  | Call to Order | | Jane McMullen | | |
| The meeting was opened at 5:33. | | | | |
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| Conclusions: | | | | |
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| Action items: Those in attendance were invited to enjoy refreshments provided by the Culinary Department. Introduction of visitors and staff. | | Person responsible: | | Deadline: |
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|  | Reading and Approval of Minutes | | Katie Keyser | | |
| Joey Altizer motioned that the minutes be accepted as written. Sarah Rowe seconded. | | | | |
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| Conclusions: | | | | |
|  | | Person responsible: | | Deadline: |
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|  | Department Updates | | CTE Staff | | |
| Ozols – Ed is very excited to announce his receipt of a grant to support the First Tech Challenge. This competition will include many Virginia schools with winners advancing to the National level. Student will build a robot that can pick up different size balls on a multiple-level playing field. This event will give students a practical look at what technical drawing and programming classes are doing in area schools. Ed has also recently taken part in a professional development project through MeadWestvaco. He toured the Covington plant and witnessed first-hand how they are using technology to manufacture paper. The goal of the project is to introduce teachers to local industry to further student interest.  McMullen – reminded the CTE staff of the upcoming CTE review by the Department of Education. Staff is encouraged to update competency lists. We have a new Dabney Career Coach, Marsha Keyser.  Hodge – the Cookends program continues to be a success giving staff the opportunity to enjoy culinary delights as well as giving the students insight into running a business.  Altizer – The carpentry department is putting finishing touches on the ramp at the softball field and has been asked to make some repairs to the storage buildings on the ball fields. | | | | |
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| Conclusions: | | | | |
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| Action items: | | Person responsible: | | Deadline: |
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|  | Work Place Readiness/Credential Testing | | Jane McMullen and Katie Keyser | | |
| CTE Students will take the pretest in Workplace Readiness. All students who pass the pretest are given the Workplace Readiness test which gives them the opportunity to receive a verified credit. Students who do not pass the pretest are given remediation in order to prepare for the next test. Any student who does not pass the Workplace Readiness test within a limited amount of questions is given the opportunity to retest. CTE Students will also be tested through NOCTI and Prostart in May. | | | | |
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| Conclusions: | | | | |
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| Action items: | | Person responsible: | | Deadline: |
|  | Elementary Visitations | | Jane McMullen | | |
| Visits are planned by the Pre-School class from Millboro on April 1. The 7th grade classes plan to visit BCHS on April 23. The students will be introduced to the teachers and classes offered in CTE. | | | | |
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| Conclusions: | | | | |
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| Action items: | | Person responsible: | | Deadline: |
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|  | Internship Partnerships | |  | | |
| There continues to be a need of focus on involvement of the community with our students and programs. Joey Altizer mentioned that in the past we have had programs involving job shadowing with local businesses. Mackenzie agrees the opportunity would help students focus on their career choices. Visitor, Donald Bruce is a master electrician at the Omni Homestead. He encourages community involvement and supports offering a junior or senior the opportunity to work in a job shadowing position over the summer or for a longer period of time if available. Over the summer, four BCHS students were given the opportunity to work with BARC through Next Step of the Shenandoah Valley. BARC has also offered to support upcoming CTE programs involving solar power panels and windmills. Additional ways suggested to reach the public are use of local newspapers by using a weekly or bi-weekly section devoted to CTE; use of local radio to promote public relation of our CTE programs and to promote donations to our CTE programs for local community projects (i.e. lumber or supplies to build items for Christmas Mother); setting up displays at local events to expose the public to the successes of our CTE programs and what they have to offer; plan a CTE career fair; encourage a representative of each department of Omni Homestead Mechanical department to attend the job fair; and Sophia Bulgarelli who wants to begin a Facebook page to encourage Charger community service and involvement. | | | | |
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| Conclusions: | | | | |
| Action items: | | Person responsible: | | Deadline: |
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|  | Adjournment | | Jane McMullen | | |
| Mackenzie was given special thanks for her input into our plans for CTE programs. Rowe motioned to adjourn at 6:27 with Ed Ozols seconding | | | | |
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| Conclusions: | | | | |
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| Action items: | | Person responsible: | | Deadline: |
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