



**Pullman School District**  
**Career and Technical Education**  
**GENERAL ADVISORY COMMITTEE MEETING**

Tuesday, December 3, 2024

5:00 – 6:30 pm

Pullman High School Room U403  
510 NW Greyhound Way

**AGENDA**

**1. Called to Order – 5:05pm:**

In attendance: Doug Winchell, Rob Matthews, Sam Anderson, Aubrey Anderson, Amber Deeds, Jill Bickelhaupt, Kevin Agnew, Melissa Mayer, John Willy, Miranda Stenbakken, Chris Cooney, John Casselman

**2. Approval of June GAC 2024 Meeting Minutes:**

- Motion to approve by Doug Winchell, Seconded by Rob Matthews. All approved.

**3. Program Updates:**

- At the beginning of the year we held a CTSO officer training as well as did a clean-up/weeding around PHS campus with that group. We would like to continue this in the future.
- **AgriScience:** Recently done a couple of field trips. One to the WSU Soils Lab and to the Stratton Cutting Garden. Getting more field trips scheduled for the year. In Plant Science, our unit is on marketing and commodity marketing. Farmer's have given some wheat to the students and the students are learning when they should decide to sell as they watch prices. In Biology, we are working on genetics. This year we have a nested Honors option for this class. There are about 15 students participating in that. We are working on thermal energy in Physical Science in Ag and gas laws. Vet Science is currently learning anatomy & physiology. They will be dissecting fetal pigs shortly and are working on the clinical side of things, as well. Rob is working on getting some guest speakers from the WSU Vet school. FFA – recently just got back from Nationals. They participated in a couple of service projects while they were there. Also, just did the State Potato competition and a service project (bingo/pancakes) in Oakesdale. FFA stays really busy and will have around 15 competitions throughout the year.
- **Business (Melissa):** Just got back from an Advisor Meeting today in Spokane. DECA has around 75 members. They have already done some great events at PHS including Minton Mania, Blood Drive, Dig to Donate, Bracelet Initiative and will be hosting another blood drive soon. Currently working on

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papers and projects. DECA is very much front loaded at the beginning of the year with lots of things going on. All classes are going well, better leadership in the yearbook course this year. Economics covering super important topics with where the world is right now and great for students to learn and understand. The store has been super busy this year already bringing in around 10k this year. Recently got Marketing Operations articulated with SFCC.

- **Business (Kevin):** In Career Choices students are starting to work on their Senior Showcases that will happen in January after winter break. Leadership has orchestrated the HOCO assembly and Veteran's Day assembly. The class is helping out spirit club a lot as the club itself has fallen off a bit. They will start working on planning the 8<sup>th</sup> grade tours coming up in January.
- **Family & Consumer Sciences (Altaira):** Fashion Design received some donations that they have been having fun with creating coffee sleeves and rice warmers to donate to women at ATPV. Early Childhood Education is in the first aid unit and will get their certifications soon. Foods & Nutrition have the Gingerbread house competitions coming up soon.
- **Family & Consumer Sciences (Jill):** Culinary is on the last third of the ServSafe program and will be taking those tests in January. They just recently went down to LCSC to visit the program there and received a WSU Food Science Department Demonstration. They will be getting ready for the Gingerbread House competitions, as well. FCCLA has around 30 students. Jayven is a state officer and just attended the exec committee meeting. They are currently holding the Funky Sock fundraiser during lunches on Tues & Thurs and will be helping the Moose Lodge's xmas party and wrapping the gifts under the giving tree.
- **Media:** Our system is needing replaced but in order to do that it would cost around 50k so we are changing systems. There is a steep learning curve and we are still working on getting some of the needed equipment. Photography is now articulated with SFCC and we have two class periods. 7 students are doing the AP option along with the articulation. There is not as much interest in Skills USA but we will see as the year progresses.
- **Manufacturing:** Tanner is new to PHS and is in his 3<sup>rd</sup> year of teaching. In Metals they are currently working on getting familiar with the tools and equipment. Learning all the safety protocols so that they can get to a place where they can work independently in the shop. Jr's and Sr's are doing more of the independent work since they have the experience. They got the Metal Forge running and he has a farrier coming to help teach the kids how to use it as he does not have as much experience. He is enjoying the space and working on re-organizing the shop to better suit their needs and safety. Woods students are currently working on cornhole boards in groups. He is working on bringing professionals into the classroom, reaching out to companies. An electrician is on the schedule to come soon. Skills USA has around 8-12 kids. One team for Metals and one for Woods. Only 3 girls which is about 10%. Would like to see that number increase.
- **STEM (PHS):** Engineering class is pretty full. He would like to increase female participation. They are currently on a mechanical engineering section. Digital is transitioning to logic and working on circuitry, etc. We have a lot of

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freshman in Drafting with a mix of females and males. Currently working on designing, assembling, using the laser engraver. Skills is having a fantastic start. We switched up the meeting day which has helped tremendously. 4 students are working in programming and there are 8 core students for drafting. Competition is coming up in January after break in Cheney.

- **STEM (LMS):** Digital Design is a new class, kids are enjoying it. Working on designing shoes, etc. Robotics is overpopulated. Some of the students with more skills in coding, etc are doing more independent projects. In Medical Detectives they just finished up the sheep brain dissections. They will start working on 5 case studies involving diagnosing issues in those sheep brains.
  - **John (LMS):** He just finished doing Microsoft Office Certifications with 14 tests passed involving 9 students.
4. **Changes to CTE for 2024 – 2025:** We have made some great changes for this year. Adding Tanner Ferry as our new Woods/Metals Instructor and doing some course/program updates with the LMS STEM program. Also, we had some FTE contract changes affecting our teachers.
  5. **Enrollment for 2024 – 2025 School Year** – Discussed where our enrollment trends are going and have been over the years. We have had some bubble years that helped increase enrollment but those classes are graduating. We believe the next bubble class is currently in lower elementary. Currently the trend will seem to plateau for a bit until the next big class comes through.
  6. **CLNA/Perkins Update** – Lots of information in the packet regarding the CLNA. Members reviewed survey results and will reach out if they have any other comments for Jill. IRC's came up a lot on the survey. We need to be offering them in our programs but we also need to make sure the certs have value, which can be very hard to determine for the industries. We will be looking into what certs are out there. John C. mentioned SEL wanting basic employability skills. If we can find IRC's that address those that would be beneficial to students. Chris brought up the NACE (National Association of Colleges and Employers) which came up with 8 Career Readiness Competencies (more info on their website). Perkins will be brought to the board next week for approval and then Jill will submit it to OSPI. This year we will be using Perkins grant for CTSO Advisor travel, IRC's and some equipment. Rob will get an estimate to us on how much his Vet Science cert will cost for this year, so we can plan.
  7. **Program Approvals** – Motion – Reviewed labor/market data for all courses and programs. Rob Matthews, Seconded by John Casselman. All approved.
  8. **New Course Approvals** – Motion – John Willy, Seconded by Doug Winchell. All approved. \*\*Question came up regarding whether or not the Applied Math courses are NCAA approved for students wanting to pursue athletics. Need to double check.
  9. **Graduation Pathways** – worked hard last year in getting some cross-program pathways approved through OSPI. Lots more options for students.
    - New pathways proposed:
      - “Photo Journalism” includes Yearbook (CIP:091001) & Photography (CIP: 500406)
      - Journalism & Leadership in Ag Comm (CIP: 010802) & Photography (CIP:500406)

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- Journalism & Leadership in Ag Comm (CIP: 010802) & Yearbook (CIP:091001)
  - Intro to Construction (CIP: 460100) & Drafting I (CIP: 151301)
  - Metals I (CIP: 470000) & Drafting I (CIP: 151301)
  - Animal Science (CIP: 010302) & Culinary Arts (CIP: 120505)
- Motion to approve all pathways: Rob Matthews; Seconded by Doug Winchell. All Approved. (Rob will have Journalism students come up with pathway name for those that include the Journalism course)

10. **Dual Credit** – increased our articulations through WWCC, SCC and SFCC. Just got one more approved earlier today. We will continue to articulate other courses to meet our goal of at least one course articulated in each program.

11. **Registration Timelines** – coming up soon after winter break with planning for the elective fairs, 8<sup>th</sup> grade visit to PHS. Counselors will go to LMS in March and Amber will be working on updating the CTE Brochure. John asked if any of the programs want to share specifics with him in order to pass on to the 8<sup>th</sup> graders, specifically focusing on the courses freshman will be looking at. Would like him to share grad pathways with them in a non-overwhelming format.

12. **Industry Recognized Credentials** – Please share list with Advisory Committees and talk through which ones would be valuable. Don't have to use IRC's that are on the list. Amber can enter them into skyward but can, also, show you how to enter them. Melissa has been wanting to look into the Retail (#135) cert for the Mktg Ops class. There are some good options on the list that might address the employability skills that all programs could do.

13. **Work Based Learning** – You must have at least one completed per course offered for EACH semester. Teachers will learn how to enter them directly into skyward to simplify the process.

14. **Upcoming Program Advisory Requirements** –Timeline of when you should be planning your next meetings and items to cover. Items due to Amber and Jill ASAP if you have not turned them in already – CTSO Invoices/Rosters, CTSO POW, Adv Mtg #1 Minutes and Four year plan.

15. **Elect GAC Chairperson** – Molly Schotzko

16. **Future Meeting** – May/June 2025

17. **Adjourned** by Rob Matthews at 6:30 pm

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