



November 25th, 2024 | 4:00-5:30 PM |

Meeting called to order by Mr. Tanner Ferry

In Attendance:

- Rainey Mckeirnan
- Alan Espenschade

Old Business:

- N/A

Advisory Committee (Yearly Housekeeping Items)

A) **Elect Chairperson(s)** – This person will also attend the General Advisory Committee (GAC) Meetings.
Chairperson assigned:

- Nominee-TBD

B) **Set Advisory Meetings Dates, Time and Place**

a. Meeting between January 20th, Rico's 4:00 PM

Date: Time: Place: TBD

b. Meeting between April 21st or April 28th, 2025

Date: Time: Place: TBD

C) **Update Advisory Committee Member Roster**

ADVISORY COMMITTEE MEMBERS				
NAME	COMPANY	TITLE	PHONE	EMAIL
Adam				
Rainey	McGregor,	Recruitment Coordinator & Onboard		
Tyler	NAPA Auto Parts			
Alan Eespenschade	Moscow-Pullman Building Supply			

Classes & CTSO Update

What is going well and what needs to be improved?

Classes- Currently 135 FTE students within the program currently, with larger numbers in the freshman and sophomore classes. Roughly 10% of students are female. Getting students familiar with all the tools within the shop at their disposal and learning to become proficient with their operation and safety. Learning the space as an instructor and setting procedures and expectations of students. Familiarizing myself with the local community and essential stakeholders and businesses.

Improvement/Help- PHS is in need of more opportunities and partnerships with local businesses. Looking to set up accounts with companies willing to invest in student education and trade opportunities.

- ***Metals-*** 3 Metals sections- Metals I, II, III, & Independent Metals
 - Safety
 - Tool ID
 - SMAW welding positions
 - MIG welding positions
 - TIG Alumn/Steel
 - Forge
 - OxyAcetylene
 - CNC Milling machine and CNC Plasma
 - Plasma
 - Rocket Stoves, Horseshoes, Center Punches/Chisels, CNC Plasma Art
 - Personal projects
- ***Woods-*** 2 Woods sections- Intro to Construction, Woods I, II, Advanced Woodworking
 - Safety
 - Hand Tool ID
 - Powersaws
 - CNC Laser
 - Measuring
 - Birdhouses, Cornhole Boards, Cutting Boards, Coasters, Shelves
 - Personal Projects
- ***CTSO- SkillsUSA***
 - Getting the students for district competition at SCC.
 - Working towards 2 teams competing in the state competition this year.
 - SMAW E6011 & E7018
 - OxyAcetylene
 - TIG
 - Booster Club- \$150.00 sale items
 - Budget is being updated from previous year

4 Year Plan/Program of Work

Review the 4 year plan, set goals/make a plan for what will be achieved this year.

Program Goals

1	Update shop layout and equipment to better facilitate instruction.
2	Minimum of 3 service industry professionals as guest speakers.
3	Students will walk away from the program with a Professional Portfolio & Interview Skills. (Cover Letter, Resume, Letter of Reference, etc.)
4	Provide 3 WBL & IRC Opportunities (OSHA Certifications, Forklift Certificate, Job Shadows, Internships, etc.)

Goal Action Plan Worksheet

Strategies & Action Steps	Responsibility	Timeline	Evidence of Effectiveness
Walk-through of shop facilities and evaluate for efficiency and industry standards.	Tanner Ferry	May 2025	
Professional Portfolio- Professional Recommendation from Industry professional	Rainey		

Advisory Committee Suggestions:

- I. Students Should Learn...
 - A. Customer Service Etiquette- How to interact with customers in a positive manner.
 - B. Understanding company dynamics and pecking order (Job skills & career longevity)
 - C. Accepting constructive criticisms
 - D. Learn skills to advance your career and don't be afraid to develop as a professional.
 - E. Willing to be open minded and understanding there is much to learn.
- II. Students Should Experience...
 - A. Working for other companies to gain experience outside of the family.
 - B. Taking instructions from multiple adults or boss figures.
 - C. Knowing value and worth (How much should you actually earn?)
- III. Students Should Receive...
 - A. Metric to gauge skill level and review program learnings

IV. Other Ideas to Implement...

- A. Moscow-Pullman- SAWSTOP Accessories
- B. Helbling more information and calling them. 32yrs experience
- C. Simon Signate

Program Review & Approval

Instructor Approval – approval of current year’s instructors/suggestions for professional development. **Motion**

Required

- Review Articulations
 - [Metals I](#)
 - [Metals II](#)
 - [Metals III & IV](#)
 - [Woods I & II](#)
 - [Woods III & IV](#)
- Maker of the Motion: Alan Espenschade
- Motion: I move that Pullman HS CTE Woods/Metals approve all proposed Metals I, Metals II, Metals III, Advanced Metals, Introduction to Construction, Woods II, Woods III, and Advanced WoodworkinMember.
- Second: Rainey McKeirnan
- Maker of the Motion: Alan Espenschade
- Motion: I move that Pullman HS approve the 4 Year plan to improve the quality of standards and education provided to enrolled students.
- Second: Rainey McKeirnan

New Courses/Materials

Are there any classes/courses that you are submitting for approval for Spring semester and/or next school year? Are there any course materials you need for new/current courses?

- Small Engines
- Plumbing
- Wiring

Labor/Market Data

Determine a need for courses/programs based on labor market data.

[NuMetrics CTE Dashboard](#)

Course Name	CIP Code	Relevant Labor/Market Data (Asotin, Whitman, Garfield Counties 2018-2028)
Metals 1	470000	<ul style="list-style-type: none">● \$44,390, Welders, Cutters, Solderers, Brazers, New- 59● \$68,355, Supervisor Mechanics, Installers, Repairers, New- 107● \$111,169 Ag Science Teacher, New- 17● \$43,762 Farm Equip Mechanics & Technicians, New- 79● \$39,739 Landscaping & Groundskeeping, New- 462● \$46,914 Supervisor Landscaping & Groundskeeping, New- 37
Metals 2	480000	
Metals 3 & 4	480508	

Woodworking 1 & 2	480701	<ul style="list-style-type: none"> • \$39,680, Sawing Machine Operator, Tender, Wood, New- 46 • \$43,590, Cabinet Maker, Bench Carpenters, New- 19 • \$N/A, Woodworking Machine Setter, New- 18 • \$123,407, Architectural and Engineering, New- 40 • \$109,600, Electrical Engineer, New- 25 • \$85,519, Electrical Engineer w/o computer, New- 17
Woodworking 3 & 4	480703	

Motion Required

Maker of the Motion: Alan Espenschade

Motion: I move that the Fall CTE Woods & Metals Meeting Minutes are as approved by email.

Second: Rainey McKeirnan

Maker of the Motion: Alan Espenschade

Motion: I move that the Fall CTE Woods & Metals adjourn until our next regularly scheduled meeting.

Second Rainey McKeirnan

Next Meeting

January| 4:00-5:30 PM, TBD