

Advisory Committee Meeting - Minutes
February 24, 2016

Members Present:

Nate Drown
Gerard Greenidge
Mark Kailiponi
Erin Blancett-Lanz
Erik Linstead
Maria Ortiz
Sue Parsons
Ariel Pe
Shane Vinagupta
James Watson

Guests:

Brian Ahumada
Arlene Whitney

I. Welcome

Meeting officially started at 6:10 PM. Colleen shared that the notes from the information meeting were available to view on the BUSD website and also demonstrated on the screen where the CTE page is located on the district website. Notes from advisory meetings, CTE pathways, and data can currently be found on this page.

II. Committee Function & Duties

Colleen shared that the committee constitutes an advisory committee for the Bellflower Unified School District and welcomed them on behalf of the Board and administration. Members are approved by the Board of Education. While they are not a policy making body, they are advisory to the secondary education department, and through channels, to the principal, superintendent, and Board. We desire their expertise in this area. BUSD is interested in the best possible CTE program and desires to know what is ideal for this program from the standpoint of the community. With the committee's input, what we can do is subject to available funds and state rules and regulations. This will be a working committee for the betterment of CTE programs for our students, while also benefitting our school staff.

The functions and duties of advisory committees are listed behind the agenda. This committee serves at the pleasure of the school Board and may be dissolved at any time by Board action. Committee notes will be shared with the Board, teachers, and the community. Any member who cannot continue serving for any reason, should notify the chairperson so that a replacement appointment can be made.

III. Chairperson Election

Colleen stated that the first order of business was to elect a chairperson. She shared that Dr. Erik Linstead had expressed interest in serving as chairperson and asked the room if there was anyone else interested in that position. There was no response and Colleen stated that the chairperson needed to be voted in by the committee. Mr. James Watson moved to nominate Dr. Erik Linstead for chairperson. Mr. Nathan Drown seconded the motion. It was acknowledged that Dr. Erik Linstead would be the committee chairperson. Colleen would lead the remainder of this meeting, but Dr. Linstead will lead future meetings and drive the agenda.

IV. Committee Logistics

Colleen asked the room what their thoughts were about terms and rotations of members. Colleen was asked if there are a minimum number of members a committee can have. Colleen answered No. She stated that over time the group would see what a good core group amount is. Colleen also suggested that a student could be added to the core group. It was decided that the term for this committee would be two years with members adding in on an annual basis.

Colleen asked the group about how often they should meet. Colleen stated that we started with an informational meeting to inform prospective members what the expectation was to participate in the committee. Dr. Erik Linstead asked if the group was comfortable doing virtual meetings. Colleen stated that she preferred in person meetings for the formal meetings due to the minutes being taken, but separate sub committees could meet virtually. Dr. Linstead stated that we could record the meeting. Colleen suggested a quarterly meeting. The committee agreed to meet quarterly starting next year, and to have one more meeting this year before the Perkins application is due.

V. Updates: Federal Program Monitoring & CTE Incentive Grant

Colleen shared that she had applied for a 1.2 million CTE Incentive grant. We hope to receive \$938,000. This is a matching grant, and the CTE advisory committee can make recommendations about expenditures. Colleen stated that it was important to have the committee visit the sites to have a better idea of what is needed. Colleen suggested that a date be set for the committee to visit the schools and classrooms. It was agreed that this should happen before the April 18th meeting. Colleen will set up a date and schedule and members can decide what site they would like to visit and which programs.

VI. Present Course Offerings & Planned Course Offerings

Colleen also shared that the district has moved forward with Lynwood Unified School District to create CaLAPS. This will be a joint venture that will utilize resources from both districts. Lisa Azevedo is working with the CALAPS Board to create new programs. We have several new courses that began this semester: Fire, Police, Entrepreneurship, Health Occupations, and Education. Lisa is willing to come to our next meeting and share information about the new program.

Colleen discussed how MHS and BHS are working to update the CTE pathways offered. She stated that the committee needs to look at labor statistics and changes in the community to help determine which pathways are most helpful to students. There was discussion on how to attract students to pathways that are in high demand. Mr. Nathan Drown explained AP. Colleen shared present pathways and future plans. It's important to remember that students also may attend a pathways at another site if they are interested in a particular pathway. Both sites do not have to have matching programs. The capstone in a pathway should culminate in a certificate, articulation, or something that would assist the student in getting a better than entry level job.

Dr. Erik Linstead asked about the possibility of a MOOC (massive open online courses). They are used in many university systems and may help students that want to complete a CTE course outside of the school day. Colleen stated that she would look into this. Dr. Linstead stated that he would bring more information.

VII. Perkins Application – May 1st Deadline

It was discussed that the committee would meet one more time this year before the submission of the Perkins application. Colleen stated that she would prepare a draft of the application and the committee will review it on that date. Colleen stated that we should know how we are spending our Perkins money at the time of the submission and that the ordering would start in the fall when the Perkins money is received.

VIII. Committee Next Steps

Dr. Erik Linstead will work with Colleen on the agenda for the next meeting. He suggested using SLACK as a communication tool and will send invites to the committee members by email. New people interested in being on the committee can attend this year as guests and will be added officially by the Board in the fall.

IX. Next Meeting

The next meeting will be April 18, 2016.

Future topics –

Colleen stated that the vision is to grow our pathways into areas of more opportunity for our students. She would like expand with Cerritos College and allow students to begin taking courses as early as possible at Cerritos. Dr. Linstead asked if there pathway standards. Colleen stated that there are pathway standards and she would share the link to where they are located on the CDE website when the minutes are shared. Colleen stated that we could look into more pathways but they must meet the CTE standards and be taught by an appropriately credentialed teacher.

Meeting ended at 7:15 PM