**THE CITIZENS' ADVISORY COUNCIL FOR CAREER EDUCATION**

Minutes of March 3, 2014

6:30 pm

OHS Library

1. **Business Meeting**
2. Jay Solomonson called the meeting of the Citizens Advisory Council to order at 6:30 p.m.
3. Members present included: Jay Solomonson, Roxie DeShane, Dallas DeShane, Mike Hepner, Kim Nightingale, Marla Smolenski, Jolene Richardson, Marcy Wegerer, Tina Poel, Denise Jacobsen, Andy DeBaillie, Mary Fielding, Pat Martens, Beth Weiss, Barb Wiedenmann, and Julie Abbott. Guests included Dylan Schulenberg and Blake Matson.
4. The minutes of the November 4, 2013 meeting were read and approved. (Motion by Smolenski, 2nd by R. DeShane)
5. We had dinner. It was sponsored by the Orion Cooperative Education Club of Orion (CECO).
6. Dylan Schulenberg and Blake Matson of CECO did a short presentation highlighting their organization.
7. Jay Solomonson thanked members of the advisory council for serving this past year. Certificates were distributed to all members in attendance. A group photo will be taken after we adjourn to subcommittee meetings.
8. Jay Solomonson passed out advisory council evaluations for members to complete and turn in.
9. Pat Martens made a motion to adjourn to the subcommittee meetings. Dallas DeShane seconded the motion. Motion carried.

Respectfully submitted,

Jay Solomonson

Jay Solomonson, CTE Director

**II. Subcommittee Meetings**

Agriculture Subcommittee Meeting:

1. Jay Solomonson gave an update of what has happened since the last meeting. A highlight was that he got two grants last month. He received a $7000 grant to purchase a Torchmate CNC plasma cutting system for the shop as well as $3000 grant for the TLC Preschool to purchase a SMARTboard.
2. FFA activities that the chapter has participated in since the last meeting included the 212 leadership conference in Chicago, Section Parliamentary Procedure Contest (2nd place Varsity, 1st Place Novice), Section Job Interview CDE (1st Place Varsity, 2nd Place JV), State Job Interview, WIU Farm Show, Section 3 Ag Olympics (Bronze Metal), Annual Pancake Breakfast and Labor Auction, and FFA Week.
3. We reviewed this year’s goals and discussed accomplishments. Goal 1 was to increase enrollment in Ag Classes. This year we have 63 Ag Students. Next year we have 72 signed up. We had a lengthy discussion on how to increase FFA member involvement. Suggestions included keeping the parents updated on upcoming events. Possible ways include the Chargergram, Facebook, or newsletters by mail. The 2nd goal was to make the Ag room more inviting. Jay discussed painting the Ag room with Mr. Debaillie, which he approved. It just needs to get done when the weather is nicer. The 3rd goal was to promote the Ag program more throughout the school. Mr. Debaillie said we could start putting awards in one of the display cases in the commons.
4. Jay then gave a quick tour of the shop and showed agriculture subcommittee members the new Torchmate.

Business Subcommittee Meeting:

March 3, 2014

CAC Business Subcommittee Meeting Minutes

1. Update subcommittees on departmental activities since the last meeting
	1. Marcy Wegerer gave the committee an update on activities and units currently happening within the department’s classes.
2. Review Progress of Departmental Goals/Needs & Wants for Year and Accomplishments Made:
	* 1. Marcy Wegerer updated the members on the progress made related to each of the following departmental goals/needs & wants:
			1. Final decisions regarding Formatting and Accounting II as course offerings for next year will depend on enrollment numbers. Students have turned in their course requests for next year and the schedule for next year is in the process of being built by Mr. DeBaillie and Ms. Bakner. If enrollment numbers are sufficient, these classes should be offered next year.
			2. Marcy will talk with Kyle Taylor (IT) and Mr. DeBaillie about the possibility of updating to a more current version of Microsoft Office. Following the switchover to gmail for district email service, Mrs. Wegerer has learned that the Outlook component of Microsoft Office, which was being taught as part of Computer Concepts, will most likely not work well in the future. Adjustments will need to be made to curriculum for this class next year as a result. There was some discussion by the committee members as to why this was not something that was considered prior to the switchover. Denise Jacobsen also suggested the possibility of requesting software updates through the OEF grants.
			3. The SMARTboard has been moved from A-2 to A-13 and Mrs. Wegerer has been using it in several of the classes.
3. Discuss Curriculum/Course Changes
	1. Mrs. Wegerer thanked the current members for their service this year and encouraged each of them to contact her if they would be willing to serve again next year or have a suggestion for another community member who they think might be willing to serve.

Family and Consumer Science Subcommittee Meeting:

Attendance: Mrs. Tina Poel, Marla Smolenski, Beth Weiss, Kim Nightingale

Mrs. Poel updated the committee on departmental activites since the last meeting. A number of speakers have presented to students in the department on various topics.

 The committee reviewed goals/needs/wants for the current year and the progress toward accomplishing these goals. The department has acquired the Empathy Belly, Infant, and Cope 24 Curriculum. Mrs. Poel demonstrated the Empathy Belly and Infant and discussed how these items have been incorporated into the curriculum. The committee also previewed a video clip from the Cope 24 Curriculum.

The following long term goals were discussed and methods to accomplish these goals were brainstormed:

1. Kitchen remodel

 - Compile a list of the organizations that use the kitchen and enlist their help to subsidize the project.

 - Rent the Empathy Belly

 - Auction students to do work for area businesses or residents

 - Open a “Café” in the classroom in the morning for students to purchase food items and beverages.

 -Rent the kitchen

1. Continue to increase the relevancy of the curriculum

 - Advisory Council members create a list of skills/needs that today’s students should have in the area of family and consumer science.