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

Minutes of March 15, 2017

6:00 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, Tina Poel, Andy DeBaillie, Vicki Tennant, Julie Seabloom, Tom Seabloom, Neal Nelson, Wyatt Martens, Pat Martens, Marissa Block, Emily Womac, Wesley Tennant, Anne Gustus, Megan Dwyer, Fred Nightingale, Natalie Crose, Joe DeMeyer, Ayla Larkins, Kayal James, Noelle Hoffman, and Autumn Manning.
4. The minutes of the November 2016 meeting were read and approved. (Motion by W. Martens, 2nd by Dwyer)
5. We had dinner. It was sponsored by the Orion Cooperative Education Club of Orion (CECO).
6. The officers of the various CTSO organizations gave an overview of their organizations and an update of their activities.
7. Jay Solomonson passed out advisory council evaluations for members to complete and turn in.
8. P. Martens made a motion to adjourn to the subcommittee meetings. Nelson seconded the motion. Motion carried.

Respectfully submitted,

Jay Solomonson

Jay Solomonson, CTE Director

**II. Subcommittee Meetings**

Agriculture Subcommittee Meeting:

March 15, 2017

Members Present: Jay Solomonson, Andy DeBaillie, Vicki Tennant, Julie Seabloom, Tom Seabloom, Neal Nelson, Wyatt Martens, Pat Martens, Wesley Tennant, Anne Gustus, Megan Dwyer, Fred Nightingale, and Joe DeMeyer.

1. Jay Solomonson and Anne Gustus gave an update of what has happened since the last meeting.
2. FFA activities that the chapter has participated in since the last meeting included various contests (Livestock, Dairy, and Vet Science), the Annual Pancake Breakfast and Labor Auction, and FFA Week.
3. We also did a brief discussion about what has been going on in the classroom. The metal rose project was discussed
4. We reviewed this year’s goals and discussed accomplishments. We have received Ag grant funding and have order those items. No Perkins money has flowed to the school to this point.
5. We reviewed items on the incentive funding grant.
6. We looked at possible goals for the beginning of the next school year. It was decided to try to get 2 guest speakers a month so students could be exposed to various ag careers. We also discussed the possibly of the Vet science class going to Black Hawk’s new Vet Tech facility next year.
7. Mr. Solomonson thanked everyone for serving on the council.

Adjourned at 8:00 p.m. (Motion by Dwyer, 2nd by Nelson)

Business Subcommittee Meeting:

Business department did not meet.

Family and Consumer Science Subcommittee Meeting:

Attendance: Tina Poel, Natalie Crose, Ayla Larkins, Kayal James, Noelle Hoffman, and Autumn Manning.

Mrs. Poel updated the committee on departmental activities and coursework since the last meeting.

Mrs. Poel informed committee that department received Tech/vocational funds. She has compiled a list and submitted needed items. Examples included kitchen aides, measuring equipment and baking sheets. These items will be used to make another work/lab station to accommodate larger classes.

Department Renovation: Mrs. Poel has received paper work for a grant. Discussed renovation-new labs, designs, safety requirements etc. Bids will need to be completed after designs have been approved. Community input on design ideas is welcome at this time. Renovation is on hold at this time.

Discussed use of department by others. Mr. Debaillie and Mrs. Poel discussed making a container of supplies including dish soap, dish cloths and towels, slicing knives, paring knives, dessert and pie servers, tongs, large salad bowl, and serving spoons for people to use. This would help prevent people from taking class room lab supplies for extra-curricular dinners etc. Mrs. Poel communicated that labs need to stay “class room ready”. Committee also suggested a sign up calendar. The office and Mrs. Poel need to be notified if room is to be needed. Also, to maintain this “class room ready” condition students need to eat in the commons and room should only be used by adults with a designated responsible person for using the facilities. If commons is unavailable for eating, then only small groups will be allowed in kitchen with adult supervision or group will need to locate another available facility in Orion. Also chairs, tables and equipment need to be put back after cleaning. Garbage needs to be removed with a liner replaced.

Floors also need to be mopped as well after an event. A goal is to have a check-off list just inside door for the designated person in charge to sign before leaving.

Curriculum:

Mrs .Womac gave information on a Certificate of “Safe Food Handling”.Plans will be made to include this in Foods II curriculum. Cost of certificate is $10.00 and can be taken on-line in class.

Mrs. Poel shared that class objectives include students being able to demonstrate specific culinary art skills and/ or competencies.

Mrs. Smolenski is making contact with guest speaker for class on the topic of kitchen safety and accident prevention. She will email Mrs. Poel the information.

 Mrs. Poel thanked committee members for their time and commitment to the Citizen Advisory Council.