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

Minutes of November 4, 2013

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, Amelia Martens, John Franks, Mike Hepner, Kim Nightingale, Bob Fielding, Marla Smolenski, Julie Hoffman, Jolene Richardson, Marcy Wegerer, Tina Poel, Denise Jacobsen, Andy DeBaillie, Mary Fielding, and Morgan Engnell. Guests included Larry Shimmin, Sam Mitchell, and Jasmine Wise.
4. The minutes of the February 9, 2013 meeting were read and approved. (Motion by Nightingale, 2nd by Engnell)
5. Announcements were read. CECO Trivia Night is Friday. The CTE Department Website has been updated. It can be found at orionhighschoolcte.weebly.com.
6. We had dinner. It was sponsored by the Orion FCCLA and the FACS CAC members.
7. Sam Mitchell and Jasmine Wise of the Orion FFA FCCLA did a short presentation highlighting the FCCLA.
8. Larry Shimmin was our guest speaker. He spoke on the CTE Common CORE and gave us an update on the new teacher evaluation system.
9. Marla Smolenski 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 how this years program goals have been coming.
2. Mr. DeBaillie said it was OK to paint the Ag Room and they would buy the paint.
3. Mr DeBaillie also gave permission to give the Ag Department / FFA room in the display case as you walk in the front door to display our accomplishments.
4. We need more input on how to recruit.
5. We reviewed the Introduction to Agriculture curriculum. We briefly look at the new CASE curriculum for Intro to AFNR.
6. Jay discussed his recent professional development through the CASE project (Natural Resources and Ecology). He is planning on doing another next summer.
7. We reviewed facilities, equipment, and supplies. We will be getting a new welder through Perkins. A grant was also submitted for a Torchmate through the Coulter Trust.
8. Jay gave a SAE and FFA Update. He discussed how the Chapter was a 3 STAR National Winner in the National Chapter Award Competition at the National FFA Convention and that they got to receive the award on stage.
9. Jay discussed his role in Adult Ag Education through the Summer Ag Institute he teaches.
10. Jay discussed Ag awareness activities including the Ag XPerience.
11. We then reviewed the incentive funding grant from last year. No recommendations were given on how to improve.
12. Announcement- Last Meeting will be in March.

Business Subcommittee Meeting:

November 4, 2013

CAC Business Subcommittee Meeting Minutes

1. Update subcommittees on departmental activities thus far this year
	1. Marcy Wegerer gave the committee an update on activities and units currently happening within the department’s classes, including a recent field trip by Business Law students to the U.S. District Court in Rock Island.
2. Review Progress of Departmental Goals/Needs & Wants for Year
	1. The committee reviewed the departmental goals and needs/wants established at the previous meeting.
	2. Marcy Wegerer updated the members on the progress being made related to each goal and the current status of departmental needs/wants as follows:
		1. After discussion with Jay Solomonson and Mr. DeBaillie, Formatting will be maintained as a course offering at the high school. However, the course will only be taught each year if enrollment numbers by students are adequate to support it.
		2. Similar to the issues with Formatting described above, Accounting II will be offered as a separate course each year so long as student enrollment numbers are sufficient to do so. If enrollment numbers are low, the course has been offered simultaneously with Accounting I, which may be an option in the future as well.
		3. More investigation is required to determine the feasibility of updating to a more current version of Microsoft Office. Marcy will follow up on this item with Mr. DeBaillie and Kyle Taylor (Tech Administrator). Denise Jacobsen also offered to check into whether or not the version currently being used in the District office could be used in the buildings as well.
		4. Moving the Consumer Ed course to 1 year as opposed to 1 semester seems unlikely at this time, due primarily to the limitations on the department due to the large number of course offerings with a single teacher. Two particularly large classes will be coming through the high school in the next few years, which would require either more sections of the class to be taught or larger student numbers per class if the current number of sections were maintained. This would likely limit the ability to offer other departmental classes within the schedule.
		5. Several chairs were located to replace many of the older, wheeled chairs in the computer lab.
		6. Plans have been made to move the SmartBoard from A-2 into A-13.
		7. Funding from the newly passed county sales tax may be used in the future to reconfigure the computer labs for a more efficient layout and use of space.
3. Discuss Curriculum/Course Changes
	1. There are no plans for curriculum or course changes in the department at this time.

Family and Consumer Science Subcommittee Meeting:

1. Tina Poel gave a review of recent activities.
2. Progress of department “Goals, Needs and Wants” was reported as follows:
* Ideas for Classroom speakers were obtained from FCS advisory member, Mrs. Smolenski. Plans are being made to incorporate 2-3 speakers in CLS class. One speaker mentioned was the Trauma Education coordinator at Trinity.
* A “Cope 24” parenting program depicting types of abuse was approved for purchase with an empathy belly.
* Discussed opportunity to rent this empathy belly out to other districts for a fee.
1. A curriculum upgrade in parenting (Implementation of empathy belly and new videos to depict realities of abuse) will be incorporated to include the common core standards.
2. Other notes: Speaker topics will include the following: Abstinence and keeping children safe in home atmosphere.
3. Early childhood resources were shared by Mrs. Hoffman.