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

Minutes of September 10, 2015

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. Jay Solomonson did a welcome and everyone introduced themselves. Those present included: Jay Solomonson, Fred Nightingale, Marla Smolenski, Julie Abbott, Tina Poel, Andy DeBaillie, Brian Magee, Vicki Tennant, Tina Keleher, Megan Dwyer, Julie Seabloom, Tom Seabloom, Marcia Womack, Brian Morrison, Wyatt Martens, Alisha Terronez, Ken Herd, Barb Wiedenmann, Courtney Wiedenmann, Karl Kane, and Tim Sedam.
4. The minutes of the March 2, 2015 meeting were read and approved. (Motion by Dwyer, 2nd by Smolenski)
5. Dinner was catered by Hungry Hobo. The meal was sponsored by the Orion FFA Chapter.
6. Jay Solomonson discussed the purpose of the Citizen’s Advisory Council and the responsibilities of its members.
7. Jay Solomonson discussed the CTE Trivia Night in November and asked for volunteers to help
8. Smolenski made a motion to adjourn to the subcommittee meetings. Tennant seconded the motion. Motion carried.

Respectfully submitted,

Jay Solomonson

Jay Solomonson, CTE Director

**II. Subcommittee Meetings**

Agriculture Subcommittee Meeting:

1. Tom Seabloom was selected as the subcommittee spokesperson. Barb Wiedenmann volunteered to serve as the secretary of the subcommittee.
2. The subcommittee conducted a SWOT analysis of the Agriculture Program.

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| Strengths:  -FFA  - Diversity of Programs  -Visible in the Community  -Plaques in Commons  -Up 12 FFA members this year  -The upper classmen stayed in FFA  -Student speaking skills are good  -34 students attended FFA meeting in 8th hour  -Approved for a Drone, and received  -Elementary school has a farm night and a farm unit.  -75 members 2015, 63 members in 2014  -Dual credit classes  -Torch mate | Weaknesses:  -Time to get everything done  - Need more students (low freshman numbers compared to total number of freshman)  -Utilize additional forms of social media, not many people follow us on Facebook  -Link to Orion FFA from school district website  -Misunderstanding of Dual Credit  -Industry connections |
| Opportunities:  -Talk with Middle school Science Instructor about Ag  -Bring in Outside speakers  -Set up Drone to take Thermal and Visual pictures around school to advertise  -County Henry Farm Bureau connection  - Farmer Biz Network  -Use last day of finals week in December to have 8th graders visit OHS (AG)  -Use Laser cutter as fundraiser | Threats:  -Funding continues to decrease  -Lack of interest  -Increasing graduation requirements. |

1. The subcommittee developed Program Goals for the 2015-2016 school year. They include:
2. Increase industry involvement through guest speakers.
3. Increase exposure to various new technologies in Ag.
4. Create an 8th grade recruitment activity.
5. The department needs and wants for the program include:
6. Heater for the fish tank
7. Pipe to hang baskets on in the greenhouse
8. 3D printer
9. Potting bench in greenhouse
10. We will look at curriculum changes at the next meeting in November.
11. The subcommittee adjourned at 8:45 p.m.

Business Subcommittee Meeting:

Business Subcommittee Meeting:

Thursday, September 10, 2015

Members Present: Tim Sedam, Brian Morrison, Karl Kane, Ken Herd

1. Mr. Sedam gave a brief overview of the Business Department class offerings at Orion High School.
2. The group discussed the election of a spokesman for the Business Department subcommittee.
   1. The group appointed Brian Morrison as the spokesman of the subcommittee.
3. The group conducted a SWOT analysis on the Business Department and agreed on the following.
   1. Strengths – Wide course offerings gives students a great business perspective. Course enrollments in all business offerings is high
   2. Weaknesses – There is only one year of technology specific classes available to students as they go through 4 years of high school. Students are able to take any business class and department does not really have a path or pre-requisites for classes
   3. Opportunities – Technology classes: Computer Programming, Web Design, Photoshop, Microsoft Office Certifications. Potential to grow Business Department and have other schools enroll in our courses for a fee.
   4. Threats – Changing Technology could be a Threat or Opportunity. Financial issues could present future cuts.
4. Mr. Sedam expressed his satisfaction with the current situation with technology in his room. He does not have any needs or wants in terms of purchasing items. Mr. Sedam stated that Orion has created a great curriculum with many opportunities for student to be successful in the Business department.
5. The group discussed program goals for the 2015-2016 school year.
6. Course Changes were discussed by the group. Suggestions were made to offer Accounting I to sophomore, junior and senior students only. Students must complete Accounting I with a C or better to enroll in Accounting II. Students should have Intro to Business as a prerequisite before students take Marketing, Management, or Business Law.
7. The group discussed Program/Teacher goals for the 2015-2016 school year.
   1. Mr. Sedam is new to the district and wants to work through the current Orion Business Curriculum before he makes major changes because he believes it is very strong.
   2. Look at possible prerequisites and pathways for the Business Curriculum for the Orion course guide.
   3. Look to increase the Technology component in the Orion Business Curriculum.

Adjourned at 8:10

Family and Consumer Science Subcommittee Meeting:

**Family and Consumer Science**

**Subcommittee Minutes**

**Thursday, September 10, 2015**

Mrs. Poel presented PowerPoint of present course curriculum.

The following topics were discussed:

* Relevancy of curriculum in today’s culture

Members felt curriculum was relevant

* Emphasis on health issues and prevention
* Opportunities on-line certifications to support future employment.
* Long and short term needs of department.

Short term: utensils, on-line subscription to “Choice”, update food safety DVD’s

Long Term: Kitchen Aide equipment, Update kitchens (include ½ commercial and ½ conventional ovens)

* Fund raising opportunities.

Need to look at a long term plan for fund raising to fund new kitchen.

Mrs. Poel asked members to make recommendations for classroom speaking engagements, opportunities for field trips, job shadowing, etc.

The group completed the following SWOT analysis:

Program Area: Family and Consumer Science SWOT Analysis

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| Strengths:  Curriculum  Varied coursework for different interests  Hands-on learning  Provides opportunities for students who lack direction  Provides opportunities for students to discover their passion  All departments utilize kitchen lab facilities  Department has connections to the community  Existing faculty | Weaknesses:  Facilities are outdated and need of repair/renovation  Outdated resource books  Insufficient financial resources |
| Opportunities:  Update physical space (lab facilities)  Focus on careers –work on job shadowing opportunities  Focus on skill sets  Increase student interest | Threats:  Competing graduation requirements: Will students have the opportunity to add these courses to their 4 year plan with increased requirements across the district and state level?  Reduction in State-level funding |