

**Churchill County High School (CCHS)
1 Greenwave Circle, Fallon, NV 89406**

**CAREER AND TECHNICAL EDUCATION ADVISORY COMMITTEE
MEETING MINUTES
October 11, 2018**

CALL TO ORDER

Gary Cordes, Chair of the Churchill County High School Career and Technical Education Advisory Committee called the meeting to order at 5:33 p.m., at the Churchill County High School Library, 1 Greenwave Circle, Fallon, NV 89406. He welcomed those in attendance and invited self-introductions.

MEMBERS IN ATTENDANCE

Gary Cordes, City of Fallon
Kimi Melendy, Director of Educational Services
Wendy Mello, Career and Technical Education Department Secretary, Churchill County High School
Sara McGowan, Students in Transition, Churchill County High school
Jessica Johnston, Ag Instructor, Churchill County High School
Chase Johnson, Culinary Arts Instructor, Churchill County High School
Chip Rutledge, Video Production Instructor, Churchill County High School
Legrand Perkins, Construction/Cabinetry Instructor, Churchill County High School
Joseph Wood, Drafting and Design Instructor, Churchill County High School
Scott Wilson, Information Technology Instructor, Churchill County High School
Scott Winter, Principal, Churchill County High School
David Gonzalez, Auto Mechanics, Churchill County High School
Rebecca Mayer, Business Instructor, Churchill County High School
Ted Ott, Ag Mechanics/Diesel, Churchill County High School
Robyn Jordan, Parent/Community Engagement Coordinator, Churchill County School District
Steve Heck, CTE Instructor, Churchill County Middle School
Dan Slentz, IT, Oasis Consulting
Kelli Kelly, Fallon Food Hub
Rusty Diaz, New Millennium Building Systems
Tedd McDonald, MD, Banner Health
Rick Lattin, Lattin Farms
Holly O'Toole, Western Nevada College
Bekki Taylor, JOIN Inc.
Jim Sustacha, Guest

PUBLIC COMMENTS

Kimi Melendy wanted to let those in attendance know that Dr. Stephens was sorry she could not be at the meeting but she wanted everyone to know that this group is what drives where our kids go and thinks that having these pathways will inspire what our kids can do.

REVIEW AND ADOPTION OF AGNEDA

Motion to adopt the agenda made by Kelli Kelly and seconded by Dr. Tedd McDonald.

APPROVAL OF MINUTES

Minutes from the April 23, 2018 meeting were tabled until the next scheduled meeting so that all had ample time to review them.

FY18/19 CARL PERKINS GRANT AND EXPENDTURES

The Carl Perkins grant is now back under Educational Services. Kimi Melendy wants to make sure that things are spent out by January so any revisions may be done. Work with Wendy Mello to make sure we get orders in so they can get to you as ASAP.

Kimi Melendy indicated that there is a lot of money for travel for our students can go to different events/skills. \$44,000 still needs to be spent out for FY18/19. Wendy Mello can send out an update to everyone on what needs to be spent out of each area.

Money that was not spent out the grants from last year and was lost. One grant had \$2,000 and the other had \$10,000 was not spent. Dr. McDonald asked if there would be a penalty on moneys that were not spent. Kimi Melendy indicated that the person who had the position prior did not order all of the items that were requested. Jim Sustacha asked if the money that was returned to the State would be made available again. Kimi Melendy indicated that yes she thought so. Ted Ott indicated that part of the items that were not ordered were for his program, such as an engine hoist, hand tools and that he still needs the equipment.

New teachers need to submit needs if there are different than what the prior teacher requested. Wendy Mello would need to submit a revision to the state if the items are different but we need to submit exact items wanted to the state.

It would help Wendy Mello if teachers let her know what items they need. She indicated that money must be spent and all items in hand and on site by June 30, 2019. Teachers will need to work with the principal to get any extra items not listed on the grant out of their discretionary budget. Instructors to remind Wendy to get items ordered if it hasn't happened yet. New budget cycle for FY20 starts July 1, 2019.

In years past instructors have discussed needs and determine if there is something they can do without to help out fellow instructors.

FY18/19 CTE Allocated Grant, Expenditures and Modifications

\$99,700.00 \$33,000.00 left to spend.

FY18/19 Competitive Grant Expenditures and Modifications

\$68,000 left to spend. Wendy Mello to work with departments on what is left to spend. Instructor Scott Wilson thanked Kimi for her quick response to getting licenses for his classes.

CTE Employability Fair - Need to choose a date of 2019

Employability fair needs to be held before all competitions. Wednesday, February 6, 2019 was chosen. Part of the fair includes panel discussions/workshops/dress for success/social media etc.

David Gonzales indicated that he had some employers that would be interested in attending.

Kelli Kelly feels that this a good opportunity to students and business leaders to connect.

Wendy Mello, Robyn Jordan, Sara McGowan and Joe Wood will coordinate the employability fair. Kelli Kelly will help if her assistance is needed.

Sara McGowan indicated that the huge perk to having the fair at the high school is that the counselors have a college fair that same afternoon that all students can attend. This is a huge bonus to all attending. Logistically is made more sense to have everything in the gym at the high school.

Bekki Taylor from JOIN, Inc. commended the staff and students that attended the fair last year. She indicated that our students are very intelligent and everything was smooth and organized. The students asked great questions. JOIN is a non-profit organization that helps people with their tuition. She indicated that she did help some of our students with culinary and welding classes and that she still has grant money available.

Other Business

Wendy Mello is the dedicated CTE secretary as well as other departments. (CTE, Work-Based Learning, AP, etc.) Funded 56% out of CTE Grant/Allocated 16% and General 28%.
Employability

Kimi Melendy talked about Dr. Stephens vision for CTE. She indicated that Dr. Stephens has a great CTE vision and by having a culinary area, video production area, construction area, automotive area etc. where these students come in and build a pathway that starts at the middle school with Mr. Heck. Dr. Stephens would like to build on areas that already exist so when they leave here they already know how to be a mechanic or whatever field they choose. Great kids are coming out of the CCHS and the district from what we have to offer, Principal Winter agreed with Kimi's comments.

Wendy Mello read Dr. Stephens e-mail dated October 11, 2018.

“I won't be at the meeting tonight, but please know that I am extremely interested in how the advisory goes and how we share the message about the vision of creating multiple pathways to becoming life ready and building real-world connections.

1) Scott, Kimi, and I are meeting with WNC next Tuesday and other counties to talk about CTE options and pathways, which will definitely need input and idea building with our programs. It will help us look at what we offer, how we grow what we offer, how we coordinate and share duties when appropriate with the college, and when we need to take a look at the path and determine which courses could and/or should be dual enrollment. Also, we will talk about use of space, staff, etc.

2) We are going to be looking at what it means to be "life ready" and what it means to be a graduate of Churchill County High School. Many elements go into this, but certainly we know that ensuring every learner has a path toward the future with the ability to have licensure, certifications, requirements for college if needed, etc. and that learners have had real-world connections and opportunities through work-based learning, connections in the classroom, etc.

3) We will want to continue our conversations as we are building our district strategic plan about the concept of pathways coaching, guidance for graduation, or some other types of staffing support that can continue to help build the big vision of where we can take all kids in our system.

4) Reiterating what those couple of articles have stated--today's CTE isn't your mother's CTE. The perceptions around the courses offered in our programs, the reason kids choose those courses, etc. can often be debunked and rebranded and shared as the road to amazing and fulfilling opportunities in a student's life. Not the fall back, not for those "other kids," etc.

I hope that you can convey how important this is to me and how excited I am about reaching all of our kids and creating life opportunities for them through our support”

Summer

Holly O’Toole indicated that this is actually a work force crisis and the initiative is coming out of the Governor’s office. UNR has an industrial arm right now trying to get people into the work force and if they are going to go CTE they can easily pick up an Associate’s Degree with it and will actually make the most money. Everything she is seeing indicates that the Bachelor degree may be the most under-employed group unless they choose a trade such as Accounting, Nursing, Medical or something like that. The State of Nevada is heavily reliant on high school CTE programs to help grow Nevada.

Holly O’Toole also said that she remembers in 1982 when nobody could touch Churchill County vocational programs. Sara McGowan said that high schools in the big cities cannot compete with Churchill County High School and that Fallon is very lucky to have what it does. Kimi Melendy thought that the businesses could help connect with kids to get them into the workforce to help them understand what they need to do and give them a real world experience. Robyn Jordan and Wendy Mello will reach out to local business and teachers for potential student opportunities for internships.

Kimi Melendy indicated that there are great programs out there where students can work while going to school. Example: Electrical companies and New Millennium. Holly O’Toole indicated that WNC needs to up their game. Holly also said that Great Basin College and Truckee Meadows (TMCC) have the best programs hands down and if students are going to be served there must be programs. She also said that they did build a large community list of employers who offer tuition reimbursement in Fallon and would send to Kimi Melendy.

Wendy Mello indicated that her son is enrolled in CTE class at the middle school and he really likes it since he can determine the area he wants to pursue.

Chairman Cordes thanked everyone for their comments and Dr. Stephens for her memo. He sees a paradigm shift in vocational education with Dr. Ross, then Dr. Sheldon and now Dr. Stephens. The strategic plan to try to make vocational education in this district and that we need to make sure that the board members are on the same page. He would like to see Dr. Stephens attend the meeting and hear her strategic plan. He wants to know how we can make sure how the teachers get what they need if the items are not covered under a grant. Chip Rutledge indicated that when he first started his budget was \$4,000.00 and now all he gets is \$250.00 and that covers his ink for a year and everything else is paid out of the grant, he is excited about the staff that we have this year.

Holly O'Toole said that dual enrollment, the College of Southern Nevada and Truckee Meadows Community College serve USA Parkway now.

Jim Sustacha asked for comment from instructors on programs vs. classes. He has heard that there is a shift in the scheduling progress making it more difficult to accomplish things. Chip Rutledge indicated that they should leave their blocks alone.

David Gonzales said that the block schedule is useful for lab time. Between attendance, clean up etc., it really eats up their time. Kimi Melendy suggested talking to Principal Winter with their concerns and to think outside the box and as a staff to come up with other alternatives.

Kelli Kelly said that the Culinary Arts program has become a program vs. a class. Students can now walk away with a real learning experience. The programs here are focused where kids start at an entry level with zero knowledge and it gets them to a place where they have college credits, a certificate that demonstrates entry level competency and can walk into a job or program.

Chase Johnson said that on the short days the 48 minute time hurts him in Culinary since it barely gives him enough time to start working on projects. Kimi Melendy indicated again that a conversation needs to come back to discuss projects at another time. Joe Wood said that he noticed his junior and seniors student had to choose between classes and programs as well. Sara McGowan said that all departments are having the same scheduling issues and that students are reluctant to take CTE classes due to staff changes. She also said that that was part of the reason that the 8th grade students at CCMS are given a taste of the CTE classes offered.

Jim Sustacha asked in the teachers present their programs at the middle school. Steve Heck (CCMS Instructor) indicated that this is the first year for this program and there are twelve CTE programs (six in one class and six in the other) they spend 10 days teaching each program. The high school teacher will come over or his students will walk to CCHS, they also do a project of each program and talk about careers. Since it is in the first year there are just twenty kids in each class that get the experience. Steve Heck said that the students need more exposure and he told the students to tell their friends. Sara McGowan said that Principal Word wanted to start small this year since it was the first year. It would be up to the CTE department to show what is available as well.

We could ask Principal Word about the possibility of doing a CTE Fair at the middle school. Chip Rutledge said that the purpose of campus TV was to promote the CTE programs. Could a CTE video be created to show the students in their advisory classes? Could posters be hung in the hallways? Sara McGowan suggested that the CTE teachers connect with the students at the middle school during their Power Half Hour on Friday's. If anyone has thought please send them to Mr. Winter or email Wendy Mello for the next meeting agenda.

Kimi Melendy said that Dr. Stephens is heading a strategic planning meeting on Monday, October 15th at 6:30p.m. in the Pit at the Old High School. If you are interested in being on that team e-mail Kimi, Mr. Winter or Dr. Stephens to get added to the list. If there are parents that may be interested please let them know as well.

Next CTE Advisory meeting scheduled for Thursday the 13th at 5:30p.m.

MEETING ADJOURNMENT

No further action or discussion, the meeting was adjourned at 6:55p.m.

Respectfully submitted by Wendy J. Mello.