

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

**CAREER AND TECHNICAL EDUCATION ADVISORY COMMITTEE
MEETING MINUTES**

April 25, 2019

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
Scott Winter, Principal, CCHS
Chase Johnson, Culinary Arts Instructor, CCHS
Jim Johnson, Community Guest
Legrand Perkins, Construction/Cabinetry Instructor, CCHS
Steve Heck, CTE Instructor, CCMS
Phil Pinder, Trustee CCSD
Ted Ott, Ag & Diesel Instructor, CCHS
Summer Stephens, Superintendent, CCSD
Scott Wilson, Cyber Security and Computer Science, CCHS
Wendy Mello, Career and Technical Education Department Secretary, CCHS
Rebecca Mayer, Business Instructor, CCHS
Joseph Wood, Drafting and Design Instructor, CCHS
Jessica Johnston, Ag Instructor, CCHS
David Gonzalez, Auto Mechanics, CCHS
Chip Rutledge, Video Production Instructor, CCHS
Tedd McDonald, MD, Banner Health
Jim Sustacha, Community
Dave Tilley, CC Communications
Vic Jones, Photographer

PUBLIC COMMENTS

Middle School CTE

Steve Heck, Instructor from the middle school talked about the first year CTE programming at the middle school. He indicated that due to scheduling for next year Warren Wood will be teaching the classes for the 19/20 school year. This year he taught two fall classes that had about

20 kids in each class which focused on six CTE programs at the high school. The students did projects, visited the high school, had guest speakers, met the high school teachers and got a good look at each program. One program had Ag mechanics, diesel technology, ag science, automotive technology, business, entrepreneurship, construction technology, furniture & cabinetry plus culinary arts. The other class covered computer science, drafting & design, graphic design, information technology, medical assisting, and video production. The committee talked about offering the classes to more than just 40 kids but found out that these classes have to be offered in the fall due to spring scheduling and registration. Mr. Heck gave the students an exit survey regarding the programs they were interested in and what they were going to sign up for.

Work Based Learning/JOIN

Dr. Stephens told the group that her, Scott Winter and the CTE group met with JOIN, regarding a potential partnership for work based learning. Dr. Stephens would like to expand that in ways that we can start to include and bring in and make tighter, stronger connections to all of our community, business leaders, and community government experts. JOIN Nevada is organization that brings in this work based learning experience, and is very excited to come in and work with us. Wendy Mello wanted to let the committee know that JOIN does charge a fee, but that has not yet been discussed yet. Other types of work based learning (working during the summer, getting credits) were discussed but it was determined that would have to be something looked at later on as the program grows.

Infinite Campus

Dr. Stephens said that Infinite Campus has an amazing career and technical education tracking ability. It's not up yet but the state is working on it.

3rd Counselor at CCHS

Dr. Stephens said that a third counselor is going to be hired at CCHS in lieu of getting another dean. The big emphasis between all three of them is that very piece is having, having all of them vested in creating not only this four year plan, but a six year plan that really follows students starting in middle school all the way past high school.

CTE Department Secretary position

Wendy Mello wanted let the committee know that her position as the CTE Department Secretary was eliminated and that she would only be there through the end of June. She asked Mr. Winter and Dr. Stephens about the elimination and what their plan was on the things that needed to happen for the program? Dr. Stephens indicated that their plan was not completely finalized but as part of the work for CTE (Perkins component/dual enrollment) she will be overseeing those grants with the administrative secretary in the ed services department would be of assistance in terms of updating the budgeting process and making sure that those things get submitted to the state. Dr. Stephens indicated that they haven't finalized that specific in terms of that person or

someone in her office, but she has an extensive background in Perkins and has no qualms about her ability to support the committee and with cuts, they are all taking on additional roles to move forward. Her intention is to work with Wendy through the end of the school year with the grants. She has every confidence in her ability to support CTE and, and grow things and help keep moving. Dr. Stephens indicated that she will be writing all of the narratives for the FY19/20 CTE grants.

Legrand Perkins stated that he knows that the superintendent is really busy and he wanted to know where she was going to find the time to write the grants? Dr. Stephens said that she is helping with three grants right now and assured the group that she completely understands CTE and the Perkins process and was a CTE grant manager for 12 years and has the focus and do it.

Dave Gonzalez stated that they have heard rumors in the past where some people at the district office have done grants and things didn't get put in on time and money was lost and they understand that she is very busy. Dr. Stephens stated that her goal is to ensure that they have as much money as can be found and it's nothing about Wendy, it's about an end and she knows that is hard. She said there were some things shared at the prior evening board meeting but she was very clear and that she didn't really see things forever proceeding with a CTE secretary.

Rebecca Mayer expressed her concern that at one of the school board meetings she attended and CTE was never mentioned. She wanted to know how Dr. Stephens was going to be able to give the CTE department due diligence? She stated the CTE is going the hub of the school and as one person how she is going to deal with CTE and her major job of running the school district? Dr. Stephens said that she puts forth so many hours and does not get burnt out and it's about fitting things together because everything fits together.

Joe Wood stated that he appreciated everything she has taken on plus all of her experience but wanted to know what her plan b was if something was to happen? Dr. Stephens said that her plan to work super close to Principal Winter and she understands the nature of this world's being nebulous and scary but we got to get past this.

Jessica Johnston stated almost every other county has an administrator or someone who is on top of CTE because in their position they not only to handling the grants, but they're coordinating internships, working closely with teachers and it is a very all-encompassing job. Her concern is when we look at other districts with predominant CTE programs.

Elaine Adams said that about four years ago the CTE programs made an agreement to give some of their CTE budgets to help fund the position. The reason they funded that was with the understanding that at some point the district was going to have to step up and take over.

Dr. Stephens said that the group could continue to lobby the board in whatever way but as of the other night the budget was \$200 plus short and that she has a commitment to what she believes what's right for kids.

Chip Rutledge expressed his concern about the last time the teachers had to deal with the district office. Everything came hard, and they lost so much and there was no communication and money was lost. They couldn't get the information and there is a lack of trust with CTE leaving the building based on the history.

Wendy Mello wanted to let the teachers know that she still had some money set aside and work based learning. David Gonzales is going to take a group to Truckee Meadows College next week, but there is some money left.

REVIEW AND ADOPTION OF AGENDA

Motion to adopt the agenda made by Jim Sustacha and seconded by all.

FY18/19 CARL PERKINS GRANT AND EXPENDITURES

Awarded \$49,205.85 and the balance that's reflected on this is \$27,059 31. That amount will change because of SkillsUSA and HOSA reimbursements.

FY18/19 CTE Allocated Grant, Expenditures and Modifications

Awarded \$101,040.81 with a balances of \$24,773, 24.

FY18/19 Competitive Computer Science Grant Expenditures and Modifications

Awarded \$68,435.00 with a balance of \$62,345.00

This amount will change once quotes are firmed up.

Dr. Stephens said that the first competitive grant is due May 10th and the Perkins Reserve is May 21st. Wendy Mello indicted that she would get the cost of CTE Manager since it would need to written in as well.

David Gonzalez stated that he still hasn't got together with Mr. Winter and the counselor about where they want to take his program but he felt that they seem to have a different vision than what he does. He felt like he was left out of the loop. David wants to make sure that the stuff he needs to work for state standards and also said that he is concerned about getting the racks certified. There is no tags on them and he knows from industry, they need to be certified every two years and he is concerned about safety.

Other Business

Next Meeting scheduled for Monday, May 6th at 5:30pm

MEETING ADJOURNMENT

No further action or discussion, the meeting was adjourned at 7:38pm.

Respectfully submitted by Wendy J. Mello.