

**Career and Technical Education
Committee Minutes
Tuesday, September 14, 2021 6:00 PM**

Harlem Administration Center
8605 North Second St
Machesney Park, Illinois 61115

Minutes

1. Call to Order by Mike Sterling at 6:00 p.m.

2. Roll Call:

Mike Sterling, Terrell Yarbrough, Mickie Erb, Josh Aurand, Shayna Walenga, Patti Lawrence, Kris Arduino, Shelley Wagner

Absent: Bill Duncan, Jill Berogan, Jeremy Bois

3. Approval of Agenda

Motion to approve Agenda

1st Erb 2nd Lawrence

Walenga, Lawrence, Arduino, Sterling, Yarbrough, Erb, Aurand, Wagner – all yes

Motion carried

4. Comments from the Community - none

5. Career & Technical Education (CTE) Update

Presenter: Patti Lawrence, CTE Coordinator

Patti noted that she is working with Dave Vella regarding secured funding for CTE up to \$200,000 through the State of Illinois through the sale of bonds and he will continue to keep us advised

She noted that we can have a partnership with Habitat for Humanity and a possible constructions class in the future and they are ready as soon as we are. They will purchase property and materials starting with small to large for sale in the Restore store. We will provide the teacher. Mickie is working on the curricular piece of this. In order to do the course, we will need to have the pathways in order and she will work with Dr. Bois on this. There will be a whole sequence that Rock Valley and CEANCI requires. We would start at the earliest level and tie it to the real world.

We will be preparing a formal agreement with Anderson Automotive Group for 20 internship opportunities for students and they will be donating items for our wish list. They will be providing equipment for the auto shop. We are also working on video projects with 3 to 5-minute clips for each area pathways that we can have teachers use in the 8th and 9th grade levels.

Patti would like to talk to small business owners and she is open to any suggestions.

She has attended trainings and round tables to see if businesses are still interested in being partnerships with Harlem.

We are hoping to expand programming for students.

Kids that want to make a career in automotive would be the students that would probably be selected.

Terrell noted that we have to look at some type of selection criteria so that every kid has an opportunity. Shelley noted as we want to increase enrollment in Auto 3 and 4 and we have now changed it so the priority is for freshman and sophomores for introductory courses in automotive.

Terrell noted that he likes the short clips and we could show those at the Middle School. Shayna said we will also be making videos on other courses as well.

They will be taking classes at Anderson and students will need to transport themselves but this will be included in the agreement.

Equity means you should not be precluded due to not having transportation and we will need to find a way for those kids that don't have transportation a way to get there.

6. Purpose of the CTE Committee

As a committee the next three things go together

Open discussions as a group as to what we want accomplished by this Committee.

Mike noted that getting all the voices in the room together as soon as possible to decide to build a new building or retrofit a vacant building in the community and within the confines of the budget. We would like to present a cohesive plan to the Board when we are ready.

We need to determine automotive needs and welding needs, getting the curriculums together and be inclusive of elementary as well. We need to decide whether we want it in house or off premises. We would like to get this done as soon as possible

7. Goals for the CTE Committee

Patti discussed:

Strengths – Best for Students, Huskie Pride, Supportive Environment, Pathways Book, Staff

Challenges- Space/Facilities, Equipment, Staff/Recruitment, Keep up with Tech/Trends, Finances

Goals – Student Career Success, Engage I more CEANCI Events, + Special Populations in CTE, Safety-Met OSHA Standards, Length of Classes/ALT Schedule, + Student Career Awareness, Exploration & Dev'l (5th-12th), + Employability Skills

Jeremy has agreed that Patti can take a small group and supervise bus leaves at 8:45 from HHS and back at 3:00 or 3:30, A lunch will be provided lunch and will draw kids as well.

Under Finances Josh would like sponsorships as well

Per Mike : We need to determine Transportation

We need to have more meetings in a short span of time to get this up and going.

8. Priorities for the CTE Committee

Curriculum and building partnership bases and facilities research and determination

Short term we need to send the message to the committee members that we need their voice. DLA will be reaching out to departments to formulate the best facilities we can do.

Josh noted that with key people not being here that is a cause for concern. Shayna noted that we need to keep in mind all of the other program that have been worked on with pathways. We need to consider all the other pathways.

Timeline has to be determined and Josh needs to know what space is going to be needed.

We cannot do a bond this upcoming Spring. Mike noted that he would like to have it done right from the start so we need to determine space and curricular needs.

What do we need. What are OSHA requirements and spacing. Patti asked if we could have a Needs Assessment done. We need to look at the health science with local hospitals and partnerships with them.

9. Approve the recommendation to the Board of Education for the (CTE) Advisory Subcommittee Members

Utilization at the high school is very limited. Patti noted we can look at the space we already have and beef those up and dedicating space to these programs.

Josh need a better idea of square foot needed and what will be contained in that space. We could take a look at other places that have done this. Then we can start to look at in the district vs. out of the district and funding sources.

Mike would like to have within two weeks space needed for various programs to be the best, wants but need items. Family Consumer Science is living within the space now but if expanded we could make it look very different. They could take their areas and turn them around.

Shelley noted that we have not touched on machining yet. Professionals should be called in for these projections.

MOU will be necessary with the architect and go through Business Services per Josh. He will work on this and reach out to the architect. It will take a couple of weeks.

Shayna felt that the closer to school the better so kids don't miss out on other things. The structure and course planning and how many introductory classes are being offered so we need to look at who will go into those introductory and how many are being offered. Internships and Externships have not really been built out yet but we need to have the partnerships and outline as to how it will look with all stakeholders and this needs to be built out at the same time we are looking at facilities.

The other piece is that we have expanding the existing programs but where do we want our focus and priorities. All CTE areas have turned away kids and Ginger Thompson should have a list.

Shayna noted we have to have staff to teach these classes so more staff is needed. Once Mickie gets the list together we can look at the priorities. HVAC is another growing area.

Can some internships be done in the IT Department or Teaching without impacting the Union in house. Grow Your Own Program. Don noted we could have senior students help in the morning before school. Custodial work would also be another area. Things would have to be worked out with the Union.

We should tour Beloit as they put in a café.
They do the food and we would run the business
Jill, Jacqueline and Terrell did tour Beloit café

Tiny House Café would be a cute idea built by welders and construction kids. You could partner with an already existing facility.

Patti had another idea of a bus that could be transformed into simulators – like the RVC bus

Patti noted that we could tie many of them together with art available to be purchased.

10. Next CTE Committee meeting: October 12, 2021 at 6:00 p.m., Harlem Administration Center

11. Note: First CTE Advisory Subcommittee meeting: September 28, 2021 at 6:00 p.m., Harlem Administration Center

All Advisory meetings held on the 4th Tuesday of each month

12. Motion to Adjourn
1st Yarbrough 2nd Erb
All aye, Motion carried

Meeting adjourned at 7:08 p.m.