

SUHSD CTE District Advisory Committee

Meeting minutes

Hybrid Meeting: In person meeting held at Mission Trails ROP -Conference Room at 867 E. Laurel Dr. Salinas, CA 93906 on Thursday, January 27th, 2022 from 11:30 am - 1:00 pm

Virtual Meeting on Zoom: Meeting ID: <https://us06web.zoom.us/j/83149733878> 831 4973 3878
Password: CTE2022

Present Dr. Ivonne Glenn, Director at MTROP; Gary Walter, Director of Reclaim for the Future
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Company; Joseph Farotte-Kruchas, Analyst of Monterey County Social Services; Audrey Sharp, Vocational Evaluator of Mission Trails ROP; Kelly Violini, CEO of Monterey County Fairgrounds; Matthew Fleming, Teacher at Mt. Toro High School; William Evans, Clinica de Salud del Valle de Salinas; David Dresser, Monterey County Employee; Shannon Graham, Salinas Valley HealthCare System Director of Volunteer and Health Career Services; Scott Rose, Digital Media Arts Academy Coordinator for Everett Alvarez High School; Genevive Rico, Digital Arts and Tech Program Manager for Digital Nest; Allan Schooley, ROP/CTE Career Counselor for Salinas High School; Amber Woodward, Assistant Director for Student Support Services

1. **Call to order.** The meeting was called to order at 11:00 am
2. **Welcome/Introduction of members.** Dr. Glenn welcomed attendees and thanked everyone for attending the CTE District Advisory Committee meeting. Dr. Glenn requested the committee start with welcome and introductions, in order for the new committee members to introduce themselves. After introductions, the committee members reviewed the committee norms. Dr. Glenn then handed the meeting to Mr. Walter to lead the meeting.
3. **Approval of minutes from December 2, 2021**
Motion: To approve the minutes from December 2, 2021
Motion by: Mr. Joseph Farotte-Kruchas, Analyst of Monterey County Social Services
Seconded by: Mrs. Audrey Sharp, Vocational Evaluator of Mission Trails ROP
Motion carried with a vote of 12-0.

Dr. Glenn requested an amendment to the agenda adding two additional items. One of the items was the presentation of the CTE Educational Trailer by Mr. Joseph Frausto, ROP Small Engine and Maintenance Instructor. The second item was a quote from Mr. Chris Evans, Salinas High School AG Mechanics Instructor.

4. **Approval of the agenda**
Motion: To approve the agenda with amended documents.
Motion by: David Dresser, Monterey County Employee

Seconded by: Joseph Farrotte-Kruchas, Analyst of Monterey County Social Services
Motion carried with a vote of 12-0.

5. Items of information for the Committee:

Dr. Glenn shared with the committee that February is CTE Month and presented the flier that contained the CTE Month activities. Dr. Glenn shared that events were changed to virtual events due to the pandemic. The events for CTE Month were as follows:

- Monterey County CTE Showcase Launch 2/1/22
- Career Exploration Series (Various Dates in February-see also bit.ly/sw-cal)
- MPC women in Tech Panel 2/4/2022 10:30 am - 2/10-2022
- Virtual Career Days in collaboration with Nepris 2/8/2022-2/10/2022
- Middle School STEAM Exploration Lab Ribbon Cutting Ceremonies WMS & LPMS 2/15/2022
- CTE Virtual Parent Extravaganza Nights 2/16/2022 5:00 pm - 6:00 pm
- MPC Student Connection 2/15/22 & 2/17/2022, live event 1:40 pm -2:20 pm
- SUHSD High School ROP Center Virtual Tour 2/28/2022
- Hartnell College Tours all month per request: Tour Request Form
- CTE Exemplary Pathways Recognition TBD

Dr. Glenn invited the committee to participate in the Monterey County CTE Showcase to judge the student work. She informed the committee if they were interested in participating to contact Mr. Rob Appel, K12 Pathway Coordinator for MPC. Dr. Glenn also shared that she will be sending an invite to the committee for the Middle School College and Career Readiness Ribbon Cutting Ceremony at Washington Middle School.

7. Action Items

Appointment of the CTE District Advisory Committee Members 21-22

Before the committee moved to approve the appointment of CTE District Advisory Committee Members, Dr. Glenn informed the committee that Mr. Franco Sanchez from Digital Nest was no longer working for Digital Nest. However, Mrs Genevieve Rico and Mrs. Yasmin Herrera from Digital Nest had agreed to participate on the CTE District Advisory Committee. Dr. Glenn went on to review the list of appointed CTE District Advisory Committee members and informed the committee to let her know if there are discrepancies with the contact information.

On a motion by **Mr. Joseph Kruchas Farrotte, Analyst of Monterey County Social Services** and a second by **Mrs. Shannon Graham, Salinas Valley HealthCare System Director of Volunteer and Health Career Services** the committee approved the CTE District Advisory Committee Members for 2021-2022 with a vote of 12-0.

Appointment of President, Vice President, and Secretary

Dr. Glenn shared the results of the vote for the appointment of President, Vice President, and Secretary. The votes reflected Mr. Water as President, Mr. Farrotte-Kruchas as Vice President, and Kelly Violini as Secretary.

On a motion by **Mr. William Evans, Clinica de Salud del Valle de Salinas** and a second by **Mr. Allan Schooley, ROP/CTE Career Counselor for Salinas High School** the committee approved the appointment of President, Vice President, and Secretary with a vote of 12-0.

Supplemental CTE Projects Allocations for \$116, 000

DMA EAHS TV Studio \$14,167

Dr. Glenn informed the committee that Mr. Rose, Digital Media Arts Academy Director was present to present his request. Dr. Glenn introduced the committee to Mr. Rose and who presented his first proposal for the TV studio for a total of \$14,167. Mr. Rose informed the committee that the proposal was to update his TV studio to modern age cameras. The cameras will come from a company called Black Magic. The cameras will be 4K cameras, industry professional cameras similar to the cameras used in the workforce, and additional lenses were added for studio use.

The second proposal Mr. Rose presented was for photo/video which would provide students with the gear they would be using in the workforce. This would include 3 industry level cameras with lenses for professional quality photos/videos, stabilizer for stable camera work, small microphones for audio, a larger screen to be used as production monitor, and printer to print and display best pictures.

Mr. Schooley had questions about how items were to be purchased. He wanted to know if all funding was going to be allocated to one teacher request or a portion of the funds could be allocated.

Mrs. Glenn responded that the funds were from the Perkins grant and later additional funds could be allocated as needed. However, items purchased with Perkins funds would be purchased immediately versus items purchased with other funding.

NSHS Sports Medicine for \$2,364

Dr. Glenn presented the NSHS Sport Medicine proposal on behalf of the instructor Mr. Tari, which was to purchase an additional maniquis such as a foot/ankle, skull, and facial muscles. The expense for these items would be \$2,364.

Small/ Diesel Learning Trailer at ROP for \$116,000

Dr. Glenn presented Mr. Frausto's presentation on his behalf, the proposal was for a CTE trailer that would promote CTE pathways. The trailer will include photos of students, hands on learning labs, and more visual aids that would lead to interest in CTE Pathways. The 20 foot enclosed CTE Education trailer can travel site to site to promote CTE pathways and create partnerships with local businesses in our communities.

Mr. Walter shared with the committee that he felt the trailer should not be purchased with Perkin funds. Mr. Walter expressed he felt the trailer was more of a promotional item rather than a need for Mr. Frausto's classroom.

Mr. Flemming felt the proposal was something to consider just because the trailer would give students more access to CTE Pathways.

Mr. Dresser felt the proposal was more towards the promotional aspect rather than a learning experience for students. Mr. Schooley agreed with Mr. Dresser.

Mr. Walter felt using an old trailer and having the students work on the trailer would be more beneficial than purchasing the requested trailer at the \$116,000 cost. Mr. Walter also suggested tabling the request proposal and revisiting at a later time.

Welding at ROP for \$2,135

Dr. Glenn presented the proposal on behalf of Mr. Figueroa, which was to purchase a cutmaster 58 W/20 for \$2,135. This would be to replace the existing cutmaster that's not working and often used to cut sheet metal.

SHS AG Mechanics for \$10,073.02

Dr. Glenn presented the proposal on behalf of Mr. Evans, which was to purchase a additional accessory to the pipe bender he purchased last year. This accessory for the pipe bender would broaden the use and teach students to properly bend round pipe and square tubing.

After reviewing the proposals the CTE District Advisory Committee worked on troubleshooting some of the issues they would face when ordering equipment. One of the issues was the equipment arriving on time after being ordered. Some committee members suggested the equipment be ordered locally in order to avoid delays.

Mr. Walter asked for advice from Dr. Glenn on how to move things forward if the Business Office has a lengthy process to approve purchase orders. Dr. Glenn informed the committee she will do her diligence to help push the process forward, but as of right now everything has been approved on time.

The committee came to agreement to purchase all the items proposed except the CTE Trailer. They also agreed to check if the majority of the equipment could be bought locally.

Mrs. Rico gave input that the cameras proposed in Mr. Rose's proposal would need to be bought from a larger company versus locally. She informed the committee she works the cameras Black Magic and they are currently not sold in local stores.

On a motion by **Allan Schooley, Salinas High School Career Counselor** and a second by **David Dresser, Monterey County Employe** the committee approved to purchase all proposed equipment with the exception of the small/diesel learning trailer for a total of \$61,257 with a vote of 12-0.

Plan B submitted by I. Glenn

Dr. Glenn presented Plan B to the committee which would allow her to purchase additional equipment with remaining funds from the Perkins grant. These additional items would be for the NSHS Business Tech Lab for \$29,665, SHS DMA Lab \$58,560, and small/diesel engines for \$71,210 for a total of \$159,435.

Mr. Walter requested further clarification.

Dr. Glenn informed Mr. Walter the approval would allow her to transfer Perkin funds to plan B for any unforeseen circumstances out of our control such as delay orders or shipping which may impact. The transfer would be done so the Perkins funds will be fully spent by June 30th, 2022. The items Dr. Glenn requested in Plan B are already in motion with other funding sources.

On a motion by **Mr. Joseph Farotte Kruchas, Analyst of Monterey County Social Services** and second by **Mrs. Shannon Graham, SalinasValley HealthCare System Director of Volunteer and Health Career Services** the committee approved to allocate remaining Perkins funds for the end of June that hasn't been appropriated to gear mark other projects to be used on Plan B with a vote of 12-0.

Since there were still unspent funds, the committee requested to open the form again for teachers and bring back new proposals for the next meeting.

Dr. Glenn informed the committee she will send communication to the committee on the final status on the items purchased with Perkins funds.

7. Announcements

No announcements.

8. Adjournment

Meeting Adjourned at 12:58 pm

On a motion by **Amber Woodward, Assistant Director for Student Support Services** and a second by **David Dresser, Monterey County Employee**, the committee approved to adjourn the meeting.