

Minutes of Business Advisory Committee
Everett High School, Room E201
November 30, 2006 – 3:30 – 5:00 p.m.

Present: Ivette Thompson, Jeff Green, Linda DeSalvo, Nancy Bertholet, Rose Smith, Terry Feller, and Laurie Elmer

Absent: Barbara Renard, Craig Langley, Dianne Johnson, Doug Ferguson, John Patella, Patti Ross, Tiffany McVeety, and Ty Payne

The advisory meeting started promptly at 3:30 pm. The following agenda items were discussed:

1. **Identify community chairperson.** Chairperson will be selected next meeting scheduled for February 22, 2007 due to some members were not present.
2. **Program overview, updates about changes in the business pathway this year, new class offerings at buildings, etc.**
 - Jackson High School. Ms. Smith and Ms. Thompson reported that there are no new CTE classes at Jackson for next school year. Ms. Smith gave a quick overview of InfoTech. InfoTech is designed to equip all 9th grade students with technology tools. The course prepares students for their Senior Culminating Exhibition and Junior Scholarly Paper, as well as the WASL. Last, students develop skills to access, manipulate, and present information through the use of word processing, database, spreadsheet, and multimedia presentation programs.
Ms. Thompson also gave a quick overview of Accounting, Economics and Business Law. Ms. Thompson stated that in the 5th Period Accounting, a team placed 2nd in the WA Stock Market Game at the High School Division. There were 100 teams participating.
 - Sequoia High School. Ms. Bertholet reported that Yearbook is a new class this year and it will be offered next year. Students learn journalism and minimum digital photography.
 - Everett High School. Ms. DeSalvo reported no new CTE classes for next year. Ms. DeSalvo gave a quick overview of Accounting and Business Law. In Business Law students have the opportunity to visit the Everett Court House. There, students get to visit the jury room and the prosecutor's office. Ms. DeSalvo will contact Mr. Green to set up a job shadow next year.
3. **Guidelines for fundraising- Sequoia yearbook.** Ms. Bertholet stated that there are some fundraising challenges at Sequoia. Several fundraising ideas were discussed to include contacting Jennifer Chambers at Jackson for help. Ms. Bertholet stated that her students are in the process of contacting Everett Lions in January for fundraising. Last, Ms. Feller stated that community leaders want to have specific information on what they are contributing on.

4. **Program growth and Updates from Industry - Trends.** Mr. Green stated that it takes 5 years to get an Accounting degree. Also, Mr. Green stated that at present there is a shortage of college students graduating in Accounting and there is a high demand for college students with a degree in Accounting. Mr. Green stated that he provides internships for college students. Mr. Green added that based on the current job market and growth opportunities, there are opportunities for expansion in the areas of banking, real estate, retirement pension, accounting, entrepreneurship, tax return preparers.

Mr. Green stated that high school or college students must have the following employability skills: soft skills, writing skills, presentation skills, leadership skills, communication skills, work ethics, integrity, wanting to be better and learn. Mr. Green concluded that it is necessary to have business classes at high school.

Ms. Feller stated employers are looking for individuals who can meet deadlines, be able to meet and greet someone professionally, make a professional first impression, be interested in taking development classes, be a lifetime learner, high degree of confidence, interested in trying new things, be able to make things better, fast and be able to solve problems. Regarding how work has changed in the last five years, Ms. Green stated that customers now want businesses to be their trusted advisor(s).

Meeting was adjourned at 5:00 p.m.

Minutes prepared by Ivette Thompson, December 10, 2006