

WORK BASED LEARNING ADVISORY COMMITTEE MINUTES

Date: May 10, 2008
Time: 12:00 PM
Location: Everett High School

In attendance: Janice Henning, Tom Braaten, Carl Fender, John Barhanovich, Judy Karber, and Jan Wise

Subject: **Welcome**

Discussion: John opened the meeting and welcomed the members. Tom Braaten made a motion to approve the minutes of our April 20th meeting. Janice Henning seconded the motion was approved.

Subject: **What is the current issue, latest trend in your work place?**

Discussion: Tom discussed Bank of America; it is the second most profitable financial organization in the Nation and locally, Bank of America is also number two in profitable organizations. Tom explained that fraud is a huge issue in today's market

Janice Henning gave an update of Puget Press and discussed the changes in printing of materials. They have added Laser cut sheets in addition to the Dot Matrix to meet customer needs.

Subject: **Discussion of Work Based Learning forms used in the Everett Public Schools**

Discussion: John distributed the forms used by Everett Public Schools for the Work Based Learning program. John explained each form and Jan explained origin and development of each form. Jan advised the committee that each form has been approved by the Everett Public Schools risk management team. After discussion, and a question and answer period, Tom made a motion to approve all forms; Janice seconded and the motion was approved. Carl discussed the Post High School plan and how the information on these sheets will assist him with various studies.

Subject: **Work Based Learning Two-Year Plan**

Discussion: Carl gave an overview of the two year plan that is required by the State. It is a program plan of work in each CTE area. Carl explained each section; curriculum development, program marketing, career component, advisory committee and other (WASL) and how these plans will assist teachers with instruction, WASL alignment and a clear directive for each program area. John, Jan and Judy explained each part of the two-year plan. After discussion, Janice made a motion to approve the two-year plan, Tom seconded and the plan was approved.

Subject: **Work Based Learning Program**

Discussion: Carl gave an overview of the Work Based Learning program and explained FTE's for the current year. Tom and Janice thanked Carl for this important information and it's relevance.

Subject: **Next Meeting Date - Fall**

Discussion: John advised the committee that the next Work Based Learning Advisory meeting will be the fall kick-off. Meeting notices will be sent out in the fall. John thanked the committee for their support and commitment of the Work Based Learning program and look forward to seeing everyone in the Fall.

Subject: **Adjourn**

Discussion: John adjourned the meeting at 1:15 PM

