

**Harlan County High School**  
**Fall 2020 Advisory Committee for Horticulture Pathway**  
**Meeting Agenda for 11-5-2020**

Call to Order

Roll Call:

- Jeremy Williams, Sasha Patterson, Sierra Smith, Selena Smith, Karen Burkhart, Karen Phillips, and Jeff Phillips,

Introductions

Nominate chair, vice-chair, and secretary

Discussions:

- Greenhouse Equipment
  - o Plans for growth
  - o Funds Availability
  - o Analysis and Recommendations
- Career and Technical Education Standards Review
  - o Academic, Employability, and Occupational
  - o Analysis and Recommendations
- FFA
  - o Activity Report
    - Received "covid-19" grant \$1500.
    - Ordering jackets; received jacket grant
    - Paper Recycling Sustainability Initiative- Service Project
    - Watched National Convention results together
    - First meeting planned for 11-9-20; State Sentinel invited
  - o Analysis and Recommendations

Additional Business or Concerns

Adjourn Meeting

# Goals, Objectives, and Activities of an Advisory Committee

## Advise on short- and long-range plans:

- Review existing local and state board of education policies on career education.
- Review local district annual and long-range (4-5 years) education plan.
- Help schools set priorities for CTE expenditures.
- Review local needs assessment and recommend actions based upon the findings.
- Assist local board of education with development of program evaluation procedures.

## Evaluate facilities and program equipment:

- Review existing equipment, facilities, and resources.
- Review lab equipment (computers, printers, etc.) and compare with the current and future technology and industry standards.
- Review lab (or shop) safety program.
- Review room (shop, lab) layout, space requirements, work stations, lighting, ventilation, etc., and compare with industry norms.

## Analyze the course content:

- Review courses of study and standards of proficiency in areas which are essential to becoming successfully employed in a career path.
- Review content for courses of study and standards of proficiency in areas which are essential to becoming successfully employed in a career path.
- Review the program's sequence of courses.
- Review course outlines, occupational, program and course competencies, & career development skills.
- Help develop educational objectives.
- Review software packages, textbooks, resources and other supplementary materials.
- Advise on the extent to which academic skills and work attitudes should be taught.
- Recommend standards for work-based learning experiences and programs.

## Assist with instructional and learning experiences:

- Advise on methods of instruction most appropriate for course content.
- Provide plant tours and field experiences for students and teachers.
- Identify or suggest resource personnel to enrich the instructional content.

## Potential Questions:

- Are students prepared for the future job market?
- What should the training include?
- Is curriculum addressing industry needs?
- How can instructors verify competencies to industry standards?

Advisory Committees offer many services including:

- Providing expert advice and offering different points of view
- Assisting in public relations activities
- Assisting in the placement of graduates
- Helping to keep educational programs up to date, recommendation of equipment, supplies, or the development of simulated work environments
- Assisting in transition to postsecondary
- Offering training sites for work-based learning

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**Minutes of Meeting; 11-5-2020**

The HCHS ag-ed advisory committee met at the HCHS greenhouse on November 5, 2020 at 3:00 pm. An informal call to order and roll call was made by Rachael Mason. Everyone introduced themselves and chose to table the nominations for chair, vice-chair, and secretary for the next meeting in order to speed the meeting along.

Discussions:

- Handouts about standards
- New raised beds in side yard of greenhouse
- Paying for new FFA jackets
- Becoming an Affiliated Chapter in the FFA
- Tapping maple trees in the woods behind school: Jeremy Williams
- Strawberry sales in the spring as a fundraiser: see Karen Phillips
  - Ask Farm Bureau to fund affiliated status and jackets.
  - Mr. Roark might have Covid-19 funds for raised beds- social distanced classroom activities...

The committee concluded that the best course of action would be for Ms. Mason to get a spreadsheet together of the affiliated chapter membership roster and to present it to Don Miniard, the president of the Harlan County Farm Bureau board of directors. They also asked Ms. Mason to create a spreadsheet of costs in order to build raised beds and how much money was needed to complete FFA jacket orders for the year. All of these figures need to be presented at the next Farm Bureau meeting to request payment. Afterwards, Ms. Mason will need to ask Mr. Roark for funds for the raised bed project.

Meeting adjourned.