



**Meeting Minutes**  
**Career and Technical Education (CTE) General Advisory Board**  
**Bellingham Public Schools**  
**Monday, Nov. 22, 2021**  
**4 – 5 p.m.**  
**Zoom – Virtual Meeting**

**BPS Staff Present:** Jeff Tetric (CTE Director), Heather Steele (CTE TOSA Bellingham High School), Jessica Smith (Squalicum High School), Alan Doud (Squalicum High School), Jared Greenwood (Options High School), Rob Hendricks (Kulshan Middle School), Garrett Knoll (Sehome High School), Amanda Korthuis (Bellingham High School), Jennifer Herta (Bellingham High School), Kevin Criez (Sehome High School), Luke Holgeerts (Sehome High School), Mariette Broadbent (Sehome High School), Jennifer Hento (Shuksan Middle School), Nick Boyce (Squalicum High School), Jenny Styer (Sehome High School), Tessa Bundy (Middle School), Sarah Marshall (Squalicum High School)

**Industry Members Present:** Lin Nelson (General Advisory Chair), Dana Hickenbottom (Western Solar), Tom Newcomer (BP retiree), Martin Spencer (Whatcom Young Aviators), Joe Hoats (Centerline Logistics), Delaney Skordal (RE Store Community Jobs Program), Kimberly Maki (Workforce Development/DSHS), Michael Jay (MatchMaker Ed Labs), Megan Pike (Washington State DNR Regulatory Forester)

**Call to Order** 4 p.m.

[Main Presentation](#)

**Old Business**

Approval of [Prior Meeting Minutes](#)

Luke Holtgeerts motions to approve / Michael Jay seconds motion

**New Business**

Student enrollment in CTE courses

Budget for 2021-22

Staffing for teacher on special assignment (TOSA) and video productions

Career and Technical Program support: Bellingham High School dust collector outside canopy, sports medicine equipment and furniture, Whatcom Middle School shop, updating machinery district, middle school greenhouses (Fairhaven and Kulshan), Kulshan Middle School culinary classroom  
Career and Technical Student Organizations: student costs and advisory stipends

Northwest Washington labor market review

Employment trends and project growth over ten years in Island, San Juan, Skagit, and Whatcom Counties.

General CTE course approvals: family and consumer science courses

ASL 1,2,3,4 (\*T) CIP 161603

Careers in Education CIP 130101

Costume & Makeup Design CIP 500510  
Costume & Makeup Design Adv. CIP 500510  
GRADS CIP 190726  
Health CIP 190003  
Home Care Aid CIP 512599  
Interior Design (\*T) CIP 190601  
Interior Design Advanced CIP 190601  
Introduction to Culinary Arts (\*T) CIP 120500  
Living on Your Own CIP 190002  
Nutrition and Wellness CIP 120500  
Psychology of Children (\*T) CIP 190708  
Lin Nelson motions to approve / Kimberly Maki seconds motion

New CTE c