



## Sweeny Independent School District Career and Technology Advisory Council Minutes – April 17, 2013

### Members Present

**Teachers:**

Paula Brooks  
Windy Byrd  
Mark Manley  
Rayetta Martin  
Melani Milberger  
Nikki Reed

**Administration:**

Brian Brooks  
Les Kluttz  
Randy Miksch  
Renee Mitchell  
Michael Saul  
Dr. Donna Thompson

**Students:**

Montana Gilliam  
Leslie Kluttz  
Ben Loftus  
Maggie Nance  
Shelby Moody  
Claire Wilson

### The Chairperson's Message

Mark Manley called the meeting to order at 4:14 pm and welcomed those in attendance.

### Old Business

Members and faculty reviewed the minutes from October 10<sup>th</sup>, 2012. Mr. Klutz motioned to approve the minutes and Ms. Reed seconded the motion.

Bylaw Review – Mr. Manley expressed the importance that we establish our bylaws in order to keep in line with Perkins requirements. He passed out our bylaws to review and decide upon. We reviewed each “red” area on the document to discuss appropriateness for our Council. Items decided: Membership of 12-20 members, Terms of two years, Chairperson will be a community member and Co-Chair will work together, elections every two years, meeting notices will be send 14 days prior by email with the exception of paper invitations to new members as needed, meetings will be an hour in length unless voted otherwise, all reports, minutes and recommendations shall be forwarded to Coordinator within 30 days, membership must be given 30 days review period for proposed amendments.

Membership: Rayetta Martin, CATE Curriculum Director; Paula Brooks, Business, Management & Administration; Kelly Bertsch, Arts, A/V Technology and Communications; Kim Robbins, Health Science; Mark Manley, STEM; Ronnie Wilson, Agriculture, Food, and Natural Resources. Ms. Milberger will be contacting college representatives for this council. Members will need to have at least one student to represent the cluster. It was decided that an Elementary representative will not be required on this board.

### Program

**Agriculture, Food & Natural Resources** {Principles of Ag, Ag Mechanics, Food Tech, Wildlife, Floral Design, FFA}

FFA competed at district contest and brought back banners in all events. Mrs. Milberger shared that she is looking forward to expanding the curriculum with veterinarian medicine.

**Arts, A/V Technology and Communications** {Audio Visual Communications I & II}**Health Science** {Principles of HS, Pathophysiology, Anatomy & Physiology, Practicum of HS, Sports Medicine, HOSA}**Business, Management & Administration** {BIM I & II, HR Management, Problems & Solutions, Accounting I & II, UIL}

Mrs. Martin shared that she has tested 5 students for their MS Office Certification and 4 passed. Mrs. Brooks shared that her UIL Accounting competitor won 1<sup>st</sup> place and advances to regionals. Windy Byrd shared that her junior high students have finished the Type- to-Learn program. She also shared that students have completed their business projects with web pages and electronic portfolios.

**Science, Technology, Engineering & Mathematics** – {Concepts of Engineering, Engineering Design & Presentation I & II, TSA}

Mr. Manley shared the results of TSA state competition in Waco, Texas. The entire JH team earned spots at National TSA competition this summer. The HS team struggled and learned a valuable lesson in the importance in preparation. The high school level is very competitive and students will need to up their game in order to competitive in events.

## Adjournment

Mrs. Rayetta Martin moved to adjourn the meeting. Mr. Saul seconded. Meeting adjourned at 5:29 pm.

Respectfully submitted,  
Windy Byrd