

MEETING AGENDA NOTES

Topic with Documents	Questions/Comments	Action/Next Steps
New Course Proposals: Animal Care Lab 1 and 2	1. Business aspect a. Animal Care lab will embed a Grooming and Care small business, students to groom animals 2. If the lab did not go forward, would you not be able to meet standards or PCC certifications? a. Not enough time to weave in the hands-on lab experience and to provide certs. 3. Animal Risk and Liability a. Meg met with MaryBeth Punchocar, students are covered through their student and district insurance. Using a waiver process like business. Intent for students to feel safe and trained in 1 to run the lab in Animal Care 2. b. How are we selecting animals, what is the screening process? Will have a solidified screening process prior to the start of the lab. 4. Taught at the same with other classes? Which ones will run at the same time? a. Animal care lab 1 and 2 at the same time with Vet Tech 1 and 2	Recommendation: 11 Yes and 4 No, *See Summary Chart Below. Presented to School Board First Reading for December 5, 2023. January 23, 2024 School Board will vote on course proposals.

	b. Have taught 2 classes at the same time c. What does the set up look like? Connected spaces. Make some adjustments based on forecasting and counselors scheduling classes. 5. Are the courses full year? Mix of a. 1.0, full year b. .5 half year	
New Course Proposal: Medical Lab Technology	1. What are the 3 tracks for students in the program? a. Embedded in 11th grade year 2. How is Adv. Biotech vs. Medical Tech Lab a. Senior capstone and working on lab projects vs. Medical tech outline 3. Students coming in with math foundations? a. Yes teacher confirms that connects to the content 4. What is Biomanufacturing? a. DNA, research, how does it work b. What it is (in lab) c. Biomanufacturing, making of treatments and prescription drugs 5. Electives? a. Yes 6. Dual Credit? a. Yes, in the conversation with PCC and OregonTech	Recommendation: 15 Yes and 0 No, *See Summary Chart Below. Presented to School Board First Reading for December 5, 2023. January 23, 2024 School Board will vote on course proposal.

***Summary:**

New Course Proposals: Animal Care Lab 1 and 2	
Strengths	Areas to Grow
➤ Certifications for students ➤ Work-based learning opportunities ➤ School-based enterprise ➤ More opportunities for students. Students can explore post-secondary work cost-free ➤ More hands-on opportunities for students	➤ Animal Screening ensures the safety of students and animals. ➤ Dual Credit ➤ Optimal Course schedules for programs

New Course Proposal: Medical Lab Technology	
Strengths	Areas to Grow
➤ The course aligns with high-demand employment opportunities in our area. ➤ Students across our district can access the course aligned with Health Sciences. ➤ Allows four years of science opportunities for students.	➤ How do we continue to promote this course to our students districtwide? ➤ How do we continue to grow those partnerships?

From the Oregon Department of Justice:

D. Requirements of the Law; 7. Minutes and Recordkeeping:

"The written minutes or recording must include at least the following information:

- *members present;*
- *motions, proposals, resolutions, orders, ordinances and measures proposed and their disposition;*
- *results of all votes; and, the vote of each member by name, except for public bodies consisting of more than 25 members unless recording by name is requested by a member of that body;*
- *the substance of any discussion on any matter; and*
- *a reference to any document discussed at the meeting, unless even a reference to the document is exempt under Public Records Law.*

Written minutes need not be a verbatim transcript, and a sound, video, or digital recording is not required to contain a full recording of the meeting, except as otherwise provided by law. However, the minutes or recording must contain the above information and must give "a true reflection of the matters discussed at the meeting and the views of the participants."