

MINUTES OF THE MEETING
WTA Business Technology Advisory Meeting
January 21, 2020



The Business Technology Advisory meeting was held from 6 p.m.-7 p.m. on January 21, 2020 in the Business Technology shop. The tour of the Business Technology program was held from 7 p.m.-7:15 p.m.

Members present were: Tiffany Royland, Jeremy M. Daigneault, Meghan Hibner, Jessica Bray, Diane Sabato, Karen DeMaio, Evan DeMaio, Liz Falcetti, Joe Lubanski, Beth Burns, Liam Barrett, Jennifer Barrett, Deb Levere, Ari Levere, Kelly Premny, Deb Falcetti and Karen Tyburski. Deb Falcetti/Karen Tyburski acted as facilitator and Ari Levere was the recorder.

1. The first agenda item was to review the report that will be presented at the Joint Westfield School Committee/WTA General Advisory Committee tours. Highlighted items were:
 - currently there is a total of 42 students in the shop
 - the increased customer base for the School Store and Copy Center
 - all seniors have passed the TestOut certification for MS Office along with OSHA 10
 - cooperative education numbers are at an all-time high
 - the benefit of the mock interviews along with a reflection of the changes made this year
 - the need for an update for the Introduction to Business Textbook
 - increase each year of the on-line software and textbooks which impacts the budget
 - based on the advisory committee, dual monitors are needed for at least Room 201
 - H&R Block Budget Challenge is now charging \$25 per students.

In addition to the review of the report the following were suggested and discussed:

- Class trip for the Business Tech senior class and the funding associated with that
- Donations for some of the office supplies needed
- Utilizing the librarian to help find potential savings to purchase textbooks in the future
- New certifications in Google AdWords and Facebook certifications we could add to Business Technology certifications.
- Junior entrepreneurship project and business plan.
- Upper classmen working with the sophomores and freshmen.

The meeting adjourned at 7:15 p.m.

Karen Tyburski

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