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# Advisory Meeting Minutes

MAY 24 2018

April 9, 2018

**Present:** Gary Martineau, Jessie Barrows, David Schenna, Christian Verdon, Dan Bednarz, Christopher Benda, Michael P. Durkee, Sr., Michael P. Durkee, Jr.

**Absent:** Jim Toomey, Adam Goodale, Shawn Rutola, Athena Gonthier, Matthew York, Michael Brut, Peter Taloumis, David Tremblay, Nate Kowalczyk, Mark Kuenzel, Eric Dauplaise, Skyler Mullarkey, Tyler French, Sean Crawford, Steve Moore, Matthew Feary, Chris Boyden

**A. Meeting began at 5:35 p.m.:** Meeting minutes were reviewed and accepted by the Board. Introductions were made by Board Members.

## **B. Old Business**

1. Everything has been submitted for the grant, we are waiting to hear from them.

## **C. Shop Equipment/Shop Progress**

1. Matt York conducted all of the mock interviews with the juniors
2. The teacher editions for the NCCER books, levels 1, 2, 3 and 4 have been received.
3. All 10<sup>th</sup> and 11<sup>th</sup> grade students have received their OSHA 10 cards.
4. All of the seniors have received their First Aid certification cards
5. The electrical rough wiring for the new house on Pontoosic Road is beginning this week. All of the off campus jobs/projects have been completed.
6. Mr. Benda and Mr. Barrows set up accounts with NFPA70E for students to access all material online.
7. Mr. Benda and Mr. Martineau will begin the solar training this month with the junior and senior classes.
8. The senior class went on a field trip to Lenox/American Saw in East Longmeadow. Thank you to Mr. Moore from Graybar Electric. Dave Schenna will send a thank you to Mr. Moore.
9. The Westfield News observed the work being done at Pontoosic Road and wrote an article about the work of the carpentry and electrical shops.
10. Congratulations to senior, Dan Shaw (motor control) and junior, Frank Florek (residential wiring) for winning gold medals in the first round of the Skills USA competition.
11. Mr. Benda and Bill Hayden from Elm Electric have completed updating the PLC software as needed.
12. Mr. Benda, Mr. Barrows and Mr. Martineau have submitted the required paperwork to the Gould Institute for the required 600 hour classroom continuing education course.

## **D. New Business**

1. None at this time

## **Input or Concerns from Committee Members**

1. None at this time

**E.** None at this time

**F.** Next meeting, Monday, June 11, 2018 at 5:30 p.m. in the Electrical Wiring Shop  
(room 210)

**G.** Meeting ended at 6:20 p.m.