

PROGRAM ADVISORY COMMITTEE MEETING MINUTES  
ESSEX TECHNICAL HIGH SCHOOL: ANIMAL SCIENCE ~ COMPANION ANIMALS  
OCTOBER 17, 2017

Guests Present:

Kate Meehan (Teacher & *Facilitator*)

Jen Skane (Associate Principal, East Academy) for a brief visit

Members Present:

Lisa Greico ( Advisory Board *Chair* - Groom Town, North Andover, MA)

**\*\* Also an Essex Aggie Graduate\*\***

Yana Carlson (Advisory Board Member - Walk A Pup, Rowley, MA)

Kathleen Hoff (Advisory Board Member - ECAD Service Dogs, Salem, MA)

Julie Pantages (Advisory Board Member - Best In Show Grooming, Magnolia, MA)

**\*\*Also an Essex Aggie Graduate\*\***

Lisa Ligols (Parent)

Jordan Ligols (Student - Grade 12, Companion Animals)

**Subject: Membership Form**

Discussion: Handed out Information form to NEW Members -

Also Handed out "What do Advisory Boards Do?" to NEW Members

Confirmed that Lisa Greico is in fact our Chairperson - there had been miscommunication about this up to now.

**Subject: Spring Minutes**

We reviewed the minutes from the Spring 2017 meeting

**Subject: Bias Review Checklist**

Discussion: This does not really apply to this program as almost all of the theory based curriculum is focused on animals, with no humans represented. The small amount of times we use media or another form of curriculum we are sure to have diversity.

**Subject: Annual Programmatic Review**

Discussion: None, really. We toured all of the related lab spaces. Lisa Greico completed form without concerns

## Subject: **Uniforms**

Discussion: Lisa's shop wears Nylon pants and smocks, rubber soled shoes. Julie does not require a uniform but employees usually wear a nylon top and sneakers They both suggested checking out MAX AND MOLLY - can make longer for tall people and can be embroidered. Kathleen asked does school supply? For Yana - professional and clean cut w comfortable supportive shoes. Nothing dangly. No baggy clothes. No open toed shoes. No one requires hair to be up.  
Keep jewelry to a minimum

## Subject: **Equipment Needs**

Discussion: GROOMING: New edition of *Notes From The Grooming Table* - ordering both full size text books for classroom and smaller ones to replace the current editions in the grooming carts. Kathleen suggested asking PTSO; Jen (Skane) said because it was textbooks we will likely have to put into budget in October....) (Julie can talk to Melissa Verplank to see if school can get a deal....) Lisa G agreed that that book is all we need...  
We wondered: CAN WE LOOK INTO BUYING CURRICULUM!

Also both Julie and Lisa suggested the \$30.00 a month subscription/membership fee for *leanringtogroom.com*

TRAINING: We need a new AFrame. Yana actually asked about that, as it's the same on she saw last spring. She and Julie said in November in Springfield Thanksgiving wknd there is a big show with sales in Agility equip (ck with agility clubs) Could Maintenance peeps go down to pick up. Also, Kathleen suggested training the dogs to work with service equipment (walkers, crutches, baby strollers, wheelchair, bikes, skate boards....) Maybe borrow wheelchair from Health Assisting. Train to walk up stairs, around corners, etc, for service training. Yana and Dan do this training as well. We can also add backpacks, stability handle..... Speaking with Jordan, it became apparent that with regards to prong/choke collar we need to ADD lessons to Junior year. (how to use, proper fitting)

Books: *Terri Allen How to train people to train their dogs.*

Webinar: *ECAD, ADPT!!!* (Plus membership to there)

## Subject: **Co-Op**

Discussion: Training is challenging, there is a huge liability plus the hours etc. Playgroup attendants maybe? Yana said that perhaps they could offer an internship where our students shadow her employees and said to have Lisa B call WAP after the new year. Julie is interested - but only if they are really passionate about it. We discussed how Lisa pays the students but Julie may not. In the interest of student learning, with Julie being hands down

one of the top groomers in the country, we agreed students would be lucky to study under her even without pay.

**Subject: Trade Specific Substitute Teachers**

Discussion: They couldn't do themselves but I asked for them to let me know if they have contacts - possible retirees? Also, Kathleen suggested Alumni?

Other Items:

**Software** - Still recommending 123Pet....I am currently working with Heidi Riccio to get the free trial started.

Members suggested **adding 3rd Teacher** to split Jr/Sr classes to give students ability to work individually in the grooming lab (we have 12 tables, 8 working tubs and over 20 students)and to allow me to give them more instruction hands on.

Having **students fix A Frame** (and when we get a new one, giving to goats)

**Field Trip** to Lisa - after New Year (Sophomores for CA Careers)

Poodle **Demo by Julie** - after New Year (Seniors for Advanced Grooming)

**Fundraising?** Asking PTSO for needed equipment.

Meeting adjourned.

