



Peaslee Board of Directors

November 18, 2021, Board Meeting Agenda

4:00-5:30 p.m., Board Committee Meetings

Planning Committee – 3:00 to 4:00 p.m., November 15, 2021

Academic Committee – 3:00 to 4:00 p.m., November 16, 2021

Finance Committee – 3:00 to 4:00 p.m., November 18, 2021

In attendance: Shirley Martin-Smith, Marilyn Bittenbender, Lisa Larsen, Cheryl White, Bonnie Lowe, Diane Stoddard, Sarah Plinsky, Tracy Green, Cynthia Yulich, Patrick Slabaugh, Taylor Yoest, and Kevin Kelley

1. State Apprenticeship Expansion, Equity, and Innovation Grant Announcement
Shondra Atwater, Director of Internships & Apprenticeships
Chastity Troxel, Registered Apprenticeship Program Manager

Shirley called the meeting to order and introduced the guest presenters, Shondra Atwater and Chastity Troxel. Shondra first presented that this week is national apprenticeship week, and the objective was to learn about resources to grow in apprenticeship programs. Shondra then proceeded to talk about the proclamation about apprenticeship and how it includes support for the trades like those at Peaslee Tech. Chastity then announced that Peaslee was awarded a grant to expand the apprenticeship program here at Peaslee. This grant will help with retention and the culture of the school. Shondra asked that next year at this time to bring a business that is not in the traditional field of apprenticeships and to build an apprenticeship program for them. Traditional fields of apprenticeships are hvac, plumbing, facilities maintenance, etc. There are about 1200 different apprenticeships all around the US. To qualify for those apprenticeship programs, they look at the demand of jobs/occupations, wages, and companies need to customize for the program. The program is then sponsored, and the apprentice begins getting training and working for a full-time benefiting company. Shondra reported that back in 2018, 9 out of 10 stay on at the company that they apprentice at. This grant will also help to make a youth apprenticeship program. Shondra said that there is a bill being proposed to expand apprenticeship programs and Kansas is being prepared for that bill and what are the requirements to get funding for this in the future. For more information you can go to [Grants.gov](https://www.Grants.gov) to learn more about the apprenticeship process, programs, and any news regarding apprenticeships.

2. Approval of August 21st, 2021, Minutes–vote
Taylor Yoest moved, and Cindy seconded the approval of the August minutes. The minutes were unanimously approved
3. Proposed 2022 Board Meeting Schedule – vote
 - Annual meeting February 17, 2022
 - May 12, 2022
 - August 18, 2022
 - November 17, 2022

These board meetings were all made to coincide with the financials. Pat moved and Tracy seconded. The 2022 Board Meeting Schedule was unanimously approved.

4. Treasurer's/Finance Committee Report - vote
 - Q3 2021 Financials



Cindy reported the third quarter financials and said that assets are stable, year to date exceeds budget due to the PP loan. The PP loan carried over from last year and the budget was based off the pandemic because we did not know what the year was going to look like, but Peaslee was on track financially. She said that all things considered it was a good year financially. Taylor moved and Marilyn seconded. The Third Quarter Financials were unanimously approved.

5. Proposed 2022 Budget – vote

In the proposed 2022 budget, the grant for the apprenticeship program was already factored in and to hire a new full-time employee to oversee that process was in the budget for 2022. There was a shift from previous years in budget with employees. Peaslee used to have instructors as contractors which has now shifted into the salaries and benefits category which will be up from previous years. Peaslee will be conservative with the budget for any unseen events that might happen in 2022. Pat moved and Cheryl seconded. The 2022 budget was unanimously approved.

6. Planning Committee Report

Peaslee's current project is a business ignitor and prototype, which this a great project because it involves all Peaslee program. The AutoCAD students drew up the plan, Welding built the frames, Plumbing redid the bathroom in the room m etc. Ziegler glass went to their suppliers and had things donated to Peaslee in support of this project. Peaslee will be adding a plaque to recognize all those who contributed to the project. In Peaslee's learning spaces we will be making some modifications to them in creating lab and classroom combined spaces, so the environment is easier to learn in. Peaslee would also like to modify the acoustics in the classroom. With more funding coming into Peaslee, we would like to add more programs.

7. Academic Committee

Cheryl presented that the academic committee met and Riq Quinteros, who was put in place to measure how we are doing in the classroom, talked on how we can support the instructors. Peaslee had its first faculty appreciation breakfast to talk about how instructors were doing and to learn from each other on what things work and what does not work in the classroom. Kevin said that he would like to have a few of the faculty appreciations a year to think about how to grow. Kevin reported that the rating for our instructors is high. Peaslee will be updating the catalog to talk about the financial assistance that Peaslee has to offer. We have a good range of funding available to those in need (grants, heartland works, CARES, through the chamber, etc.).

8. Updates/Discussion:

- Student speaker – Victor Ramirez

Victor Ramirez, who is in the apprenticeship program in Auto Technician, came to speak on his journey at Peaslee Tech. He is in our earliest apprenticeship program that started almost 2 years ago and will be finishing in December 2021. He praised the instruction he has been getting through Peaslee and said that he applies what he is learning in his daily job at Crown Auto. That this program has helped him with his skills and to be able to be in the field more.

- Robert Hooks update

Robert successfully passed his CDL-A licensing just shortly after the August board meeting where he first talked about his experiences at Peaslee. He is now driving that has a route from KC to LA which is where Robert moved from. You will still see him coming around to Peaslee every here and there

- KBOR Renewal

Peaslee was approved for its 5th year from the Board of Regents

- Program updates



The Robotics program is getting more becoming and busy. Peaslee is looking at new programs all the time and what programs that we can teach.

- **Grant updates – KSU Micro Factory, WSU Advanced Manufacturing, O’Connell Children’s Shelter**
Peaslee will likely have two new grants coming from EPA KSU and WSU. Peaslee is working on getting funded for a new program along with the O’Connell Youth Ranch to help make furniture, brand the furniture with their logo, and sell the furniture so they can save the money for when they turn 18 and can be on their own. Along with the furniture to have O’Connell homestead to be built into transitional housing. This will also be allowing us to use all Peaslee’s programs and to support those in transitional housing. Peaslee has organizations like Lawrence Homebuilders on their list to support future projects like the O’Connell Youth.

- **Renovation**

Brown and Cargo donated lots of wood to Peaslee which has help in support of our carpentry classes, as well as they donated metal for our welding programs. Peaslee has built a house inside of the building which will help train for future classes using the lumber from Brown and Cargo. They can disassemble the large house inside Peaslee and redo in future classes.

9. Other Business

- **Annual Evaluation**

Kevin’s evaluation will be an electronic form that will be sent out through email with a due date of December 10th.

10. Adjourn

Lisa moved to adjourn, Taylor seconded, unanimously approved