

**Bridges Career Academies and Workplace  
Connection  
Bridges Leadership Council  
Minutes  
November 10, 2009**

<b>ATTENDEES</b>	<p>Council Members Present: Pam O'Rourke, Judy Richer, Sue Boehland, John McDonald, Lisa Paxton, Tim Houle, John Newhouse, Craig Nathan, Steve Razidlo, Julie Krause, Mary Gottsch</p> <p>Additional Attendees: Cindy Brey, Jeff Wig</p>
<b>ABSENT</b>	Suresh Tiwari, Jim Christenson,
<b>TOPIC/ITEM</b>	<b>ACTION REQUIRED</b>
Quorum & Agenda	Having determined that a quorum was present, Chairperson Pam O'Rourke called the Bridges Leadership Council meeting to order at 3:00 p.m. on November 10, 2009. No modifications were made to the Agenda.
Regional Occupations and Workforce Demands Presentation	<p>C. Nathan demonstrated information available on the ISEEK and DEED website regarding high pay -high demand occupations and growing careers in MN. C. Nathan reported that he would be meeting with Suresh Tiwari to review more current data and suggest possible additional academies but felt that all of the existing Bridges academies remain pertinent for our region.</p> <p>S. Razidlo noted that any decisions regarding additional academies must be made ASAP in order to be included in the Fall 2010 course handbooks. L. Paxton reported that BLADC and the Chamber have been engaged in discussions with CLC regarding an Entrepreneurship program, portions of which may be appropriate for Bridges. An executive committee of the Leadership Council will meet to discuss how to expedite this process.</p>
Approval of Minutes	<p>The minutes of the October 13, 2009, Bridges Leadership Council minutes were approved with the following corrections:</p> <ul style="list-style-type: none"> <li>• Delete ADVOCATE AND PUBLIC POLICY information</li> <li>• Change title of topic from ELECTION OF VICE CHAIR to ELECTION OF OFFICERS CHAIRS and add Pam O'Rourke, Chair and Jim Christenson, Vice Chair</li> </ul> <p>Motion: S. Razidlo Second: S. Boehland</p>
Staff Reports	<p><b>Bridges Workplace Connection (M. Gottsch):</b></p> <ol style="list-style-type: none"> <li>1. Job Shadows - M. Gottsch gave an update on the job</li> </ol>

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shadows for Oct and Nov. 2009.

- 727 job shadow slots were available to the area students and 446 students filled and attended the job shadows.
  - 55% of the job shadows filled were in healthcare and 61% overall filled were under health science.
  - Overall 146 more students participated in job shadows as compared to last year.
2. Internships – M. Gottsch also reported that a meeting was scheduled with Brainerd High School’s principal to discuss a possible internship pilot program. J. Newhouse expressed concerns regarding Bridges staff being stretched too thin in offering internships other than those directly related to career academies. Internships will be scheduled for further discussion at the December 2009 Leadership Council meeting, after the meeting with Brainerd High School.
  3. Mini Career Fair Days – In addition to the traditional job shadows, mini career fairs will be scheduled at CLC campus for certain programs such as heavy equipment, graphic arts, in order to expose students to career fields for which traditional job shadows are difficult to schedule.
  4. School “Contracts”: L. Paxton expressed concern that some schools requested job shadow slots but then failed to promote job shadows in their schools or restricted students’ ability to leave the class room. The group discussed the possibility of asking schools to make a written commitment regarding their level of participation in Bridges (e.g., career exploration only, number of job shadow experiences, etc.). This topic will be scheduled for further discussion at the executive committee level and scheduled for a future Leadership Council meeting.

**Bridges Academies (J. Richer):**

1. High School Meetings: J. Richer reported that the consortium of 29 High Schools was meeting Nov. 10, 2009 at CLC and counselors from 23 of the participating Bridges schools are scheduled to meet at CLC on Nov. 17, 2009. Among the items on the agenda for the meetings is a review of the course catalog inserts for all of the Bridges courses and additional information about the Bridges Workplace Connection.
2. Principals Meeting: S. Boehland reported that meeting principals in the Freshwater district will be meeting on

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	<p>Dec. 1, 2009 and the Superintendents are scheduled to meeting Dec. 15, 2009. These meeting would be an appropriate forum to provide updates regarding the Bridges Academies and Workplace Connection and to air the Leadership Council’s concern that Bridges information may not be reaching all stakeholders.</p>
<p>Career Exploration Day Task Force Report</p>	<p>Jeff Wig, Task Force Chair, and Cindy Brey, Task Force member, reported that the Career Exploration event will be held on March 11, 2010, at the Brainerd Civic Center and Gold Medal Arena. They are expecting 2500 – 3000 students from 18 schools (as compared with 1560 students from 15 schools last year). In addition to the career exploration opportunities at the event, educational games/competitions, a marketplace (retail area - food), and a larger information central will be offered. The Task Force will be preparing detailed instructions to the schools in advance of the Career Exploration Day to encourage schools to properly prepare students for the event. The Task Force will continue to provide updates regarding the event.</p>
<p>Communications Committee Report</p>	<p>1. Branding Message: P. Swarthout presented the Communications Committee’s recommendation for Bridges branding messages as follows</p> <ul style="list-style-type: none"> <li>• The Bridge to your student’s future (staff)</li> <li>• The Bridge to your future (student)</li> <li>• The Bridge to your future employees (business)</li> <li>• The Bridge to your teen’s future (parent)</li> </ul> <p>Motion: John Newhouse Second : Tim Houle Messaging approved</p> <p>2. Communications Grid: P. Swarthout reported that a communications matrix has been developed identifying the appropriate contact person and means of communicating Bridges information to each participating school.</p> <p>3. Role of Committee: The importance of running all Bridges branded information (e.g., School handbook content) through the Communications Committee was discussed. The Communications Committee will be responsible for insuring consistent messaging about the Bridges academies and the work place connection.</p>
<p>Adjournment</p>	<p>Motion to adjourn : S. Boehland Second: J. Newhouse</p>

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	Approved - meeting adjourned at 4:58 p.m.
Next Meeting	Tuesday, December 8, 2009, 3-5 p.m. Washington School - Room 200