

**Polaris Career Center
Advisory Council Minutes, High School and Satellite
Fall Meeting – October 17, 2016
Program: Culinary Academy**

Council leaders present

1. Tammy Hoegler

Members in attendance

1. Christy Bezuijen
2. Larry Denton
3. Michael Kelly
4. Joe Lynch
5. Marty Nagele
6. Bridget Thibeault

Members Absent

1. Madelyn Contreras
2. David Hagen
3. Karen Monath
4. Mitchell Mzik

Welcome and introductions

- Newest member Marty Nagele
- Thanked members for their commitment
- The several members who were able to attend the Fall Dinner were pleased with what our students could do
- Offered information including FAQ flyer regarding the November 8th Levy

Review spring advisory council meeting minutes

- Minutes from spring meeting read and approved
- **Next Spring Meeting date TBD**, proposed inviting them for dinner in the restaurant with their new potential members so that they could experience firsthand what our students do

Review purpose and scope of advisory councils

- Shared criteria for council make up
- Noted that we had a nice variety of members representing industry, post-secondary, government, former student, but could add another post-secondary member to balance it out
- Took this opportunity to talk with members about bringing a guest that might be suitable and willing to replace them as a board member to the spring meeting

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Polaris Mission Statement

- Our Mission “Inspiring our students to achieve career success”- members agreed that through our curriculum, hands on experience in our student run bakery and restaurant and experiences outside of school and through our student organizations such as FCCLA we do indeed inspire students
- Our Values “Career Pathways”, “Customer Service”, “Operations” and “Student Learning” as we discussed each in depth we were able to discuss the ways in which we at Polaris and in our classrooms prepare students and support their success in career and continued education

Program Review

Transition to Courses Update

- This year is our roll out year for juniors
- The courses we chose are:
 - o Hospitality Fundamentals
 - o Fundamentals of Food Production
 - o Restaurant Management
 - o Baking and Pastry Arts
- Each course we chose is associated with a CTAG (making students eligible for college credit)
- New textbooks On Baking and On Cooking to accompany Foundation of Restaurant Management and Culinary Arts textbooks to meet criteria for courses chosen

Industry Credentials

- Credentials Currently received by students
 - o ServSafe Manager
 - o OSHA 10- General Industry Safety Certification
- Asked for any additional ideas pertinent to our industry, recommendations were:
 - o CPR/AED
 - o TIPS (serving alcohol safely)

Program Data Discussion – shared information about enrollment, retention and student employment

- Members were interested to hear the amount of students with jobs in the industry

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- Celebrated our success in competition last year State and National Champions
- Upcoming recruiting activities- eighth grade tours, sophomore visitation and open house (thank you Larry for offering to host senior students during sophomore visitation week for workplace shadowing)

Equipment Needs and Recommendations

- Members agreed that an instructional kitchen is necessary.

Additional program specific agenda items:

- Discussed how the passing of the Levy would give us a new facility that would supply us with the much needed instructional kitchen. We explained how the layout would include an instructional kitchen as seen in college and university settings and a separate customer service entrance where all customer service programs would be along the same side of the building with public entrances and easy access for customers. Members agreed that an instructional kitchen is necessary.

Council member feedback, questions and comments.

- Initiated a discussion asking for input from board members about their experiences with students as employees and in workshop and guest speaking interactions specific to our industry
 - o Teamwork- find a great divide between front of house and back of house employees; find it challenging to build team mentality
 - o One employer said that 89% of employees in our industry are not in it for a career, just a job. He found that this resulted in high turnover because they do not have a reason to stay as the job served its purpose, for example of putting them through college. Challenges in attracting those who they can potentially retain long term.
 - o Talked about partnerships with ProStart such as Rusty Bucket and Chipotle and how they love to hire students from career centers and have programs in place to support their growth and groom them
 - o Another had an experience with a college intern who showed lack of communication and etiquette through having ear buds and devices while talking with boss and working; late everyday by 10 minutes and thought nothing of it

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- Talked about creating an environment of give and take and addressing the entitlement mentality
- Liked to see things like handwritten thank you notes, respect for others in timeliness and attentiveness
- Wanted to educate employees on benefit packages, not only rate of pay, but healthcare, tuition reimbursement, 401K and profit sharing
- Showed “The Entitlement Creed”- to members which summed up what we talked about as far as what employees feel they’re entitled to and employers’ expectations

Spring meeting will be held at a time determined by each individual council leader but no later than May 12, 2017.