**Sample Agenda for the First Advisory Board Meeting**

 - Appoint a chair/plan on at least 2 hours for the meeting

 - Recommended topics for discussion

A. Funding for the program

* CTE Levy
* Perkins Grant
* General Fund
	+ How to access funds
1. Teacher salary and licensure
* Secondary CTE Medical Careers Licensure
1. Post-secondary contracts if needed
2. Facility and equipment
3. Assessment
4. Curriculum development: [Programs](http://www.healthforceminnesota.org/assets/files/ExampleHSTEPProgram.pdf) and [Courses](http://www.healthforceminnesota.org/educators_k12/science_courses.html)
5. Professional development for the instructors