**SPHS Business Advisory Board   
Building partnerships to empower all students**

**to develop their vision for a successful and productive career**

**www.sphsbab.org**

**May 11, 2021**

**Meeting Minutes**

1. **Welcome/Introductions**

In attendance: Patrick Bathras, JoAnne Brack, Tom McGinn, Kim Marie Walker, Susan Gallagher, John Clark, Lindsay Brown, Karima Davis, Paul Heath, Heather Barnstead, James Henson, Alice Lukas, Janine Robinson, Jason Port, Jessica Farrar, Jill McKay, Melanie Ferragut, Nancy Jackson, Nuria Williams, Tamara Bauer, Owen Monroe.

1. **Committee Reports:**
2. Mock Interview/ Career Conversations Update- N. Jackson/ J. Brack
   1. May 17-21, 2021; 459 students; 219 volunteers
   2. Sign Up Genius status – out of 166 slots, currently need 15 more volunteers.
      1. May 17: filled.
      2. May 18: 5 interviewers needed from 7:25-8:40.
      3. May 19: 12 students have conflict with AP testing, so additional interviews have been added - need 5 interviewers 9:10am-12 noon.
      4. May 20: filled.
      5. May 21: – need 3 volunteers 8:45-9:10, and 2 volunteers 11:45-1.
   3. Virtual Training Session (Optional) May 11, 12:00 p.m. **or** 6:30 p.m. Link was shared last week and will be shared again today; will include an attachment with suggested interview questions.
   4. Career Interviews: Recorded interviews include BAB members and a number of SPHS alumni representing a wide variety of jobs. Videos range from 1.5 minutes to 20 minutes. A recurring theme among alumni is the importance of participating in an internship, in high school and/or in college. SPHS internships are tailored to the needs and interests of students. SPHS has over 100 internships to offer post Covid restrictions.
   5. Google classroom slides: The mock interview virtual classroom has been available to students prior to the mock interviews so students can explore and work on resumes. Students will go to all the stations (interviews, thank-you notes/feedback forms, career conversations, and resume doctor), with the same opportunities as with an in-person event.
   6. Virtual interviews are the reality in the business world now, so our Mock Interview process is an important preparation for our students.
3. 2020/2021 BAB Highlights and Accomplishments-J. Brack: We viewed a slide presentation highlighting our activities and accomplishments. It is also linked on the BAB website.
4. *Partner of the Year* award update –J. Brack: Steve Primosch, Vice President, Financial Services at Anne Arundel Economic Development Corporation. He has provided signature course content and helped with the development of the SPHS student businesses SP Customs. He has over 176 volunteer hours.
5. Executive Committee- 2020/2021 Officer elections/confirmations- Tom McGinn

President: Jason Port

Vice President: James Henson

Secretary: Sue Gallagher

Treasurer: Kim Marie Walker

The slate of officers was approved unanimously.

1. Committee Chair selections for 2021-2022:
   1. Mock Interviews/ Career Conversations: Tom McGinn, Kim Marie Walker, Nancy Jackson, JoAnne Brack, Jessica Farrar
   2. Financial Literacy: Alice Lukas, James Henson
   3. Marketing/Membership/Appreciation: John Clark, Jason Port, Karima Davis
   4. Website: Jim Cleveland
2. **Announcements/New Business:** 
   1. Reminder: Mock Interview training today at noon or 6:30; Nancy will send a reminder via SignUp Genius.
   2. Next year’s planning: The current plan is to return to in-person learning in the fall, but it will depend on how COVID plays out over the summer. Virtual vs. in-person decisions for other activities (including BAB) will be made over the summer. Discussion: we have all adjusted to virtual; virtual makes it easier to participate and then move on to other commitments. We could consider virtual, hybrid, or a blend depending on the preferences of BAB members. Will survey BAB members. Subcommittees may meet at the location and format of their choice.
3. **Upcoming Events**
4. 2020/21 School Year
   1. Wednesday, June 9: Senior Graduation at Crofton High School
   2. Friday, June 18: Students’ last day
   3. Monday, June 21- Teachers’ last day
5. 2021/2022 School Year
   1. SPHS Business Advisory Boardmeeting schedule 2021-2022 8-9:00 a.m.:

9/14, 10/12, 11/9, 1/11, 2/8, 3/8, 5/10

* 1. Executive Officer Strategic Planning meeting- September 2, 2021
  2. First day of school (9th graders): September 8, 2021
  3. Back To School Night-September 14, 2021
  4. Entrepreneurial Fair- October 28, 2021
  5. Mock Interview Prep Advisory- November 19, 2021 (Depends on advisory schedule)
  6. Mock Interviews & Career Conversations- December 6-10, 2021
  7. Healthy Teen Choices Fair- February 17, 2022
  8. Financial Literacy Week- Mar. 21-25, 2022
  9. Financial Literacy Advisories- Mar. 25, 2022 (Depends on advisory schedule)
  10. Leadership Graduation- May 12, 2022