



CAREER CURRICULUM DEVELOPMENT ASSOCIATION OF MICHIGAN

Minutes

October 20, 2022

9:00 am - 1:00 pm

Bay -Arenac Career Center / Zoom

*Minutes in Red

*Prior Discussions in Green

<p>9:00am</p>	<p>Zoom Link / Call to Order / Sign In Sheet for SCECHs Call to Order: 9:27am <i>Present: Kathy Dardas, Jamie Mueller, Craig Jeffers, Lindsay Pulsipher, Dorothy Switalski, Patty Adolfs, Lauren Kyser, Dan Draper, Cindy Philip, Jennifer Strickland, Jason Carlisle, Bill Saunders, Dustin Scharer, Ben Murray</i></p>
<p>9:05am</p>	<p>Review/Revisions:</p> <ul style="list-style-type: none"> ● Membership List <ul style="list-style-type: none"> ○ Membership List was reviewed. Opportunity to make changes was given. ● Approve 2022-23 Calendar <ul style="list-style-type: none"> ○ Next Meeting is November 29 @ Jackson Area Career Center ○ CTE Fall Update is Monday October 24, 2022 ○ MiACTE has hosted new teacher training sessions. <ul style="list-style-type: none"> ■ Approximately 30 teachers were in Traverse City for the last training. ■ Dorothy Switalski stated there were enough people at the training, and there might be a need for others to help if there are more attendees. ■ CCDA can help with new teacher training if asked to support.
<p>9:10am</p>	<p>Standing Reports:</p> <ul style="list-style-type: none"> ● Approve Secretary's Report-September <ul style="list-style-type: none"> ○ More information regarding Michigan Merit Curriculum and Financial Literacy is going to be presented at upcoming conferences. ○ Virtual Training Sessions for CPG presentations are not going to be recorded. ○ <i>Cindy P motioned to approve, Kathy D seconded.</i> ● Approve September 22 CCDA Treasurer's Report <ul style="list-style-type: none"> ○ New members = \$50, Current members = \$100 ○ Hoping to get 501(c)(3) paperwork finalized today. ○ Motion to approve by ____, Lindsay P seconded.

- Kathy is continuing to work on the 501(c)(3) paperwork with her business manager.
- Need to determine an address for
- OCTE UPDATE (Dorothy)
 - CPG 2.0
 - The roll out for CPG 2.0 is happening on Monday at the Fall Update.
 - CPG 2.0 programs will have documents uploaded before Monday on OCTE website.
 - New Documents will have a Table of Contents.
 - Explains the meaning behind each tab.
 - Instructional Design Form has been moved.
 - Career Ready Practices have been added to Competency Statements.
 - Segment columns have been removed from Competency and Standards tab.
 - A simplified segment crosswalk has been created and added to help data entry people.
 - After CPG 2.0 rollout is complete, the CPG 1.0 and CPG 1.5 documents will be updated to match.
 - Each CPG 2.0 program area has two virtual training sessions.
 - Interactive with Q&A.
 - Transition year now. Implementation is '23-'24
 - Financial Literacy
 - Documents have been drafted and are waiting for final approval.
 - Flexibility options will be available, especially with CTE.
 - Opportunity to “double-dip”
 - CTE Credit Options/ MMC
 - Math crosswalks are still being worked on.
 - No update regarding previous CCDA crosswalk.
 - Jamie discussed the inconsistency of how local districts utilize the flexibility options around credit and CTE courses.
 - Concern that credits are sometimes only offered if the kids “need it.”
 - The law states that students must be told about CTE credit flexibility.
 - Conversation is ongoing if this means that students *must* be offered that flexibility.
 - Instructional Design
 - Question from Cindy P: As teachers are filling out Instructional Design forms, can they mark segments/competencies more than once?
 - Recommended that students will need to be listed as a subsection of a different class for CTEIS reporting. However, it was suggested to reach out directly to Celena.
- CPG 2.0
 - Big rollout taking place at the fall update. There are more CIP specific

- updates happening as well. Hoping to use association conferences
 - Workshops will be available in both late fall and in late winter.
 - Presentations will be similar at fall update and other workshops.
 - CIP specific training will be targeted to the CIPs. Will include Q&A sessions.
 - There will be a full year for transition.
 - Website target release is at the fall update (October 24).
 - Formatting changes are coming to both CPG 2.0 and CPG 1.0 to include a table of contents.
 - Dorothy shared the reformatted Career Ready Practices Competencies. Hoping to increase user-friendliness.
 - Removed cross-reference to segments.
 - CRP have been added to the “competency statement” tab so they are not forgotten.
 - OCTE released a CPG Training Date Calendar to CEPD.
 - OCTE is working to have documents that meet the needs of teachers, CTEIS input, Curriculum Consultants, CEPDs, etc.
 - Cindy gave feedback about the location of the Instructional Design Tab.
- CPG 1.5
 - Aviation and Hospitality are being released this year.
- CPG 3.0
 - OCTE is working to make sure each CPG cycle will have the same dates for rollout.
 - All programs are starting and in various places. Waited until after summer to get teacher input.
 - Starting with focus areas, competencies, and credentials.
 - Process is improved with some new documents from OCTE
 - Ag (Genessee), Applied Hort, Animal Health and Vet, Natural Resources, Computer Syst Network, System Admin, Cooking and Related CA, Machine Tool Tech, Woodworking
 - CPG Work in ‘22-’23, Transition Year ‘23-’24, Implementation ‘24-’25. This work will follow the CPG 2.0 rollout timeline.
 - About half of the CIP codes still remain to be worked on.
- Financial Literacy ½ credit graduation requirement
 - Built into Career Readiness Practices for CPG 1.0?
 - Have been working with the Office of Educator Support, guidance is going to be coming soon.
 - For CTE, Financial Literacy can be found in CTE.
 - Requirements are very flexible with personal finance.
 - Financial literacy could be achieved in CTE program.
 - We must be purposeful with our instruction.
 - Discussion about what is truly considered to count as a ½ credit by local districts. State law does not say a ½ credit = time length semester.
 - Dorthy and Celena are presenting at MSCA about MMC flexibility with CTE.
 - CCDA could come together to pull together financial literacy resources to share with CTE teachers.
 - Celena stressed there is time to work on this. Reassure local districts that this will take time. Starts to impact current 7th grade students.
- New Work-Based Learning Manual is coming. Should be shared soon. More user friendly is the goal. Increase charts.
- Dan asked about Mi-Login for CIP Self Review. [MEMO Attachment](#)
 - You must use the right log-in website link.
 - Cache has been an issue

	<ul style="list-style-type: none"> <ul style="list-style-type: none"> ■ Celena stressed the need of having all teachers updated in CIP Self-Review so they can receive communications from MDE ○ Grantees are charged with finding cross-walk partners. Denise Bell is helping lead the academic crosswalk. She is creating a simplified document for teachers. <ul style="list-style-type: none"> ■ No timeline, but possibly in 2nd semester. ■ Dorthy showed a preview of the document lay-out. ○ Ben brought up Math CTE crosswalks with new competencies. There might be an opportunity to use previous <u>CCDA work</u>. ○ Margo might have original crosswalk documents that are non-PDF that could be shared with OCTE.
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10:00a m	<p>Old Business:</p> <ul style="list-style-type: none"> ● <u>Joint CCDA/ CEPD/ MI ACTE Meeting</u> <ul style="list-style-type: none"> ○ Dan will reach out to Doug to see if December 9 meeting will still be taking place. ○ <u>2022-23 Planned PD</u> <ul style="list-style-type: none"> ■ Some dates have changed since initially proposed. ■ Questions were shared about communication between MI ACTE and CCDA. ■ Dan proposes connecting with Jim Berry. ■ Celena proposes having MDE/ OCTE do a better job reaching out to CCDA to increase collaboration. ■ MI ACTE is going to be sponsoring the Summer Conference. ■ There should be an opportunity to communicate with new ACTE leadership that to place. ○ <u>Fall PD Save the Date Flyer</u> ○ MOU still a work in progress - Action Item - <u>Add Comments</u> & What do we want to offer and what venue ○ MIACTE Membership ○ CCDA Update on CEPD meeting agendas ne xt year ○ CEPDs application will include a spot for CCDA Rep ● <u>2022-23 Goals</u> - Adjustments since joint meeting? What was decided for goals? <ul style="list-style-type: none"> ○ PD Involvement throughout the state <ul style="list-style-type: none"> ■ ○ Career Readiness competency work <ul style="list-style-type: none"> ■ Dorthy thinks that CCDA could help cultivate information and resources for this work. ■ There might be an option to hyperlink from Instructional Resources or Career Readiness Tab to the CCDA website. <ul style="list-style-type: none"> ● Questions about ADA compliance. ■ The Michigan GoOpen platform is being considered. <ul style="list-style-type: none"> ● CCDA could still be a hosting website for materials. ■ Suggested that the resources would be directed to the students to limit work needed to be done by teachers. ■ Jason has a collection of resources that could be a good starting point. ■ How does this look in the classroom? ■ Jackson has a county -wide approach that addresses Career Readiness Practices. ■ Is there a need to gather materials? <ul style="list-style-type: none"> ● Survey could be created, but a direct teacher listserve is not up and running...yet. ○ Suggestions by membership
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	<ul style="list-style-type: none"> <ul style="list-style-type: none"> <ul style="list-style-type: none"> ■ <u>Financial literacy/ personal finance</u> could be a long-term goal. See page 144. ● Increasing Membership with assistance from CEPD Request for Document <ul style="list-style-type: none"> ○ Mentioned to be an ongoing goal. ○ Should be added to CEPD agenda. ○ Action Item Provide document/info with the “Who” Benefits, How to get signed up, costs, etc. - so they can help increase membership ○ Dan will be reaching out. ● 501(c)(3) application <ul style="list-style-type: none"> ○ Kathy is working on this right now. ○ We cannot accept new invoices until we change to 501 (c)(3) status ○ The October meeting might be a good time to get signatures. ● Liability insurance update <ul style="list-style-type: none"> ○ SetSeg is not going to take us on ○ Request from Jackson insurance agency ○ Need an address (using JACC for the quote) and 501(c)(3) finalized with LARA ● Pupil Accounting <ul style="list-style-type: none"> ○ There have been changes made regarding virtual courses. Programs might need to review <u>Notable Changes Document</u>
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11:00am	<p>New Business:</p> <ul style="list-style-type: none"> ● MICEC <ul style="list-style-type: none"> ○ Sponsorship for Sunday breakfast @ \$1500 (updated) <ul style="list-style-type: none"> ■ Questions about the “when” of the Sunday breakfast. Is it taking place on Sunday? Possibly Tuesday? Is it really a breakfast? ■ Sunday Sessions are from Noon -5pm. <ul style="list-style-type: none"> ■ Items in the bag, no exhibit table, snacks at preconference, website recognition and signage ○ Patty will be sharing information about updates to the <u>sponsorship</u> . ○ <u>Proposal Submission link</u> - extended to 9/27 and then goal of 10/1 to let folks know they are presenting ○ Questions were provided about pre -conference registration costs. <ul style="list-style-type: none"> ■ OCTE is working on this. ■ Changes should be updated and reimbursements provided. ● January 17 & 18 might be dates at Kellogg Center for grant dissemination and data event. ● Weebly Website <ul style="list-style-type: none"> ○ Lindsay shared that Weebly is requiring a Square account. This is something that needs to be done before September 29, 2022. ○ Patty is looking up CCDA Gmail. ● Proposal Updates - who’s submitted? any approval info? <ul style="list-style-type: none"> ○ Cindy G and Cindy P both submitted session proposals. Waiting to hear if they will be accepted. ○ Cindy G will submit a new teacher training session. ○ Cindy P will look at submitting another session as well. Still needing to define a topic and make sure she can attend. ○ list of <u>apps thus far</u> (Remove before posting) ● Credentials <ul style="list-style-type: none"> ○ CPG 3.0 currently researching credentials ○ Ag Science: Should CTSO be tied to credentials? Example given of FFA State Degree in Ag Science.
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- Dorthy stated that there should be multiple options for each CIP code, not singular credentials.
 - There should be flexibility and options.
- Cost is not a determining factor, but some groups (i.e. Aviation) are considering this when making recommendations.
- Instructional Design question - specific to TRAC reporting expectations (Cindy P)
 - See above
- Cosmetology Esthetician program - does anyone offer this? (Dan)
 - Jackson is going to start this. Bay Arenac is discussing this option next week at their advisory meeting.
- Work-based learning co-op through non-CTE at local schools? (Dan)
 - Discussion about updates to WBL manual transition from CTE specific to Education Specific.
 - Also discussed how schools are able to place students in co-op's at a construction site and not be in a CTE program. Definitely concerned about this happening. Seems to be a fairly widespread issue.
- VPAA Credit - Crosswalked? Who is offering for all programs? Approved by LEAs? (Craig)
 - Bay Arenac and Genessee offer it with all of their programs.
 - Jackson does 2nd year world language and stopped pursuing VPAA.
 - OCTE has been working with MMC flexibility -
 - 2nd foreign language is waived if CTE class is passed / no credit is earned
 - Embedded means they are doing both content areas which means they earn credit for both.
 - Waived credit - they take something in place of something else.
 - VPAA Credit - Crosswalked? Who is offering for all programs? Approved by LEAs? (Craig)
 - [Visual, Performing and Applied Arts Course/ Credit Requirements \(michigan.gov\)](http://michigan.gov)
- 6li Grant - is anyone pursuing this one-time grant for retention/ recruitment of CTE teachers? (Dan)
 - Can this money be used for pd for teachers if you've already been paying for this? Is this supplanting?
 - Discussion about renovating the teacher's lounge?
 - Dividing money to purchase supplies / equipment?
 - Conference fees or bus fees for special events?
 - Teacher perks? Massages? Treats?
 - Jamie discussed doing a PD stipend.
- Old CPI data to use for fall advisory agenda - how do you share this old info with advisory members? (Dan)

	<ul style="list-style-type: none"> ○ Share it and then move on. Spend more time on what you're doing now rather than what you've done in the past. ● School vans or rented vans for WBL opportunities for under 6 students - is this a thing? (Dan) <ul style="list-style-type: none"> ○ Consensus is that most places have some type of small vehicles (vans, suvs..) for student transportation. ● Cool Aviation Program Video - Berrien RESA ● Action Items before the next meeting: <ul style="list-style-type: none"> ○ Collect career readiness resources to bring to the next meeting to share. ● Virtual Meeting Adjourned at Noon. ● Tour Bay-Arenac Career Center <p>Motion to adjourn Cindy P. Seconded by Patty A. Meeting adjourned 1:30 pm.</p>
1:00pm	<ul style="list-style-type: none"> ● Next Meeting Tuesday, November 29th @ 9am ● Location: Jackson Area Career Center