

CCDA

May 14, 2014

Capital Area Career Center

Members Present: Kim Fischer, Michelle Radcliffe, Chris Eaton, Cindy Kent, Kathleen Rypkema, Lindsay McClain, Karen Robyn, Denise Teague, Carol Clark, Patty Adolfs, and Margo Hazleman

Standing Reports

Secretary Report

It was moved by Cindy Kent seconded by Kathleen Rypkema to accept CCDA's April, 2014 minutes. Minutes approved.

Treasurer's Report

There are still a few CEPDs that haven't contributed to the Math alignment project. Chris is checking into this. Current balance is \$13,341.41 with approximately \$8,800 outstanding (14-15 academic alignment, supplies and lunches).

A motion was made by Michelle, Lindsay seconded to accept the minutes. Motion carried.

OCTE Update

- Norma is leaving in August. Shifting is taking place within the departments, however it is yet to be determined how Norma's current position will be filled.
- Education consultant roles have changed. Denise will continue to attend CCDA. Her position will involve being the consultant for Marketing & Entrepreneurship, Hospitality & Tourism, and academic integration along with overseeing the Review and Revision project. Nikki Rogers will be the consultant for the Health Science Career Cluster and the Science, Technology, Engineering and Mathematics Career Cluster and new program applications. Dana Hughes will be working with the Transportation, Distribution and Logistics Career Cluster and the Manufacturing Career Cluster. along with being the CTSO liaison. Tom Knight will be responsible for teacher certification and Navigator along with being consultant for Business, Finance and Information Technology.
- In the future, Jill Kroll, or another OCTE representative, will also attend CCDA on behalf of Data and Assessment.
- 2014-15 Professional Development
 - OCTE is planning a teacher workshop for programs having the lowest performing Math CPIs in the fall.
 - Academic instructors will help CTE instructors with math terminology and integration of Math within program
 - CCDA hopes that CIPS going through the math academic alignment will be included
 - Planned for spring, is a TRAC CIP Self Review 2015 workshop for CEPDs going through 2015-16 TRAC and anyone else interested in attending. Targeted audience to be administrators.
 - Wayne RESA has a video of Denise giving a presentation on the CIP self-review that anyone can access.

- Controversial topics at the State level still include whether or not science standards are approved, and CTE being allowed to be taken in place of a foreign language.
- Perkins V is focusing more on real performance indicators (academics & certification)
- The Governor is referencing CTE more and more.
- Denise will attend the Academic Conference May 27 & 28 at MSU
- Review and Revision 2014-15
 - JROTC and COS will have a new GAP.
 - Health R & R will be completed.
- DPPDT – District provided professional development training
 - CCDA is checking into what qualifies for district provided PD.
 - Attendance to workshop can be counted.
 - Requires a sign in and sign verification
 - Member must attend six meetings to earn credit
 - Need an agenda
 - Individuals can only get credit from one committee during the year
 - It was suggested CCDA contact Deb Ryan for SCHECH details
- CCDA asked Denise to network with her colleagues to see how CCDA can support OCTE and the CEPDs with professional development.

Goal Committee Chair Reports

CCDA Website

- Eight math alignments, and the CEPD website link are on now on CCDA's website. CCDA asked the CEPDs to add the CCDA website to theirs.
- Membership discussed adding CCDA's accomplishments to the front page.
- Membership discussed investigating another website host that is more user friendly.
 - Patty moved, Cindy Kent seconded, to complete a new prototype using Weebly by September, 2014. Motion carried. In the meantime, CCDA will continue to use the current website.
- Patty will be in charge of the website; however it was suggested a co-chair also be assigned

Old Business

- What are the next steps for the middle school math alignment next year? Discussion to take place during the August planning meeting.
- End of Course Assessments
 - Health
 - Challenges with the site not having students pre-populated
 - A CCDA member had to read the test to a student and found numerous grammatical concerns, and graphics not loading.
 - OCTE Policy
 - If it is found by users that an assessment isn't working, a new assessment can be proposed and will be considered.
- Auto Tech/NATEF

- An email was sent out to the administrators on 5/13/14 clarifying what Auto instructors need to show in a CIP Self Review.
- CCDA membership questioned if there are any differences between MLR and NATEF. Cindy will investigate and get back with the group.

New Business

CEPD Planning Conference

- August 7, 9-3 pm & August 8, 8:30 – 1 pm
- Carol moved, Lindsey seconded that CCDA fund lodging and meal for the executive committee to attend the CEPD planning meeting August 6. Motion passed.

By-Law Amendment

- A call for vote was made to revise CCDA's by-law's Article IV, Section 3, and Item 2 to be changed to: Officers will be elected into office by the Board of Directors voting membership by ballot, before the close of the membership year. Vote passed unanimously.

CCDA elected 2014-15 officers:

President: Michelle Radcliffe
Co-Chair – Margo Hazelman
Treasurer – Chris Eaton
Secretary – Lindsay McClain

June 11 agenda items:

- Brainstorm for August CTE Leadership Conference
- Math presentation for Conference