



## CAREER CURRICULUM DEVELOPMENT ASSOCIATION OF MICHIGAN

### Minutes

**December 20, 2017**

**9:00 a.m. – 2:30 p.m.**

Livingston ESA  
1425 W. Grand River Ave.  
Howell, MI 48843

**Attendance:** Margo Hazelman, Chris Eaton, Diana Allard, Ginger Mason, Jamie Scappaticci, Kathleen Szuminski, Jenny Heath, Wendy Smith, Cindy Phillips

**Virtual Attendance:**

- **8:45-9:00 a.m. Member networking/refreshments**
  
- **Review/revisions of today's agenda, Margo Hazelman**
  
- **Standing Reports:**
  - Secretary's report, previous meeting minutes, Diana Allard
    - Tim Staffen motioned to accept the minutes, Ginger Mason seconded the motion.
    - Motion approved.
  - Treasurer's report, Chris Eaton
    - Diana Allard motioned to accept the treasurer's report, Tim Staffen seconded.
    - Motion approved.
  - Office of Career and Technical Education Update, Denise Teague
  
- **Old Business:**
  - Career Ed Conference, Tim Staffen
    - Tim presented the plans and presentation for the conference.
    - Another meeting will be scheduled to complete the presentation.
  - Swag for Career Conference, Chris Eaton
    - Tim introduced a mop head pen combo
    - Jenny motioned that Chris will order up to \$800 worth of the mop head pen
    - Tim Staffen seconded the motion
    - Motion approved
  - Math Alignment, Diana Allard
    - Health 51.0000, Drafting 15.1301, Public Safety 43.0100
    - Updates, Margo Hazelman
    - Location, GCI
    - Dates are 3/5 or 3/6 – Margo has CJ Law, Jenny has 2 health
    - Diana has Math
    - Still need content teachers

- Michigan Career Pathway Alliance, Patty Adolfs and Kathleen Szuminski
  - The group will continue to share updates from the newsletter
- Assessing Soft Skills, Tim Staffen and Wendy Smith
  - Tim and Wendy shared a powerpoint
  - Tim and Wendy demonstrated from CTE Online

- **Lunch 11:30**

- **New Business**

- CTEIS reporting – school credits and college credits, certification documentation
  - Enter cert options for each program at the end of the year
  - Lots of discussion regarding 61a and 61b funding
- Extra FTE – EMC – how is being added? Spring classes?
  - Margo is meeting with pupil accounting for a district and will share her findings
- Ginger made a motion to dismiss the meeting. Jenny seconded the motion.
- Motion carried.
- **Next meeting:**

Wednesday, January 17, 2018 – Clinton County RESA 1013 S US 27 St. Johns, MI