

2014-12-10 CCDA Regular Meeting

8:45-9:00 – Member Networking

In attendance: Michelle Radcliffe, Lindsay McClain, Chris Eaton, Dorothy Farrell, Karen Robyn, Dan Draper, Patty Adolfs, Ginger Mason, Tommy Cameron, Tim Staffen, Margo Hazelman, Patti Gabos (google hangout), Denise Teague

- Review/Revision of today's agenda, Michelle Radcliffe
- Standing Reports
 - Secretary's report – previous meeting minutes, Lindsay McClain
 - Karen moved to have the minutes reflect only actionable comments. It was Seconded by Ginger.
 - Treasure's report, Chris Easton
 - Chris Eaton reported that CCDA has a total \$12,232.51.
 - Outstanding expenses include more math alignment workshops (Mary Fudge).
 - Office of Career and Technical Education Update, Denise Teague
 - Public Act SB 16 – Promoting Best Practices on the OCTE website
http://www.michigan.gov/mde/0,4615,7-140-6530_2629_70047---,00.html
 - Looking for Best Practices and ways to filter what is posted.
 - Look for new people and new positions in OCTE.
 - Review & Revision schedule – still working on the list, consultants meet in February.
- Old Business
 - CCDA Website, Patty Adolfs
 - Miccda.org is our official website
 - Patty will add the new alignments to the website
 - Lindsay will send Calendar invites to all CCDA members for CCDA meeting dates.
 - Add February Conference
 - Please submit items for the website to the executive members or Patty Adolfs
 - Middle School Math Alignment, Michelle Radcliffe
 - 4 more math to do (3 after Genesee, March 25)
 - Discussion of possible dates – Karen moved to table, Patty Adolfs second until January, need more information about MME testing windows.
 - Professional Development Survey, Margo Hazelman
 - 17 people filled out the electronic survey.
 - Results in January
 - Career Ed Conference update, Carol Clark
 - Registration is now available - <http://www.michigancareerconference.org/>
 - Carol is collection resources, she will create a PowerPoint. More discussion in January (possibly after meeting).

- Michelle has an instructor looking into buttons with QR code.
- What handouts will we print?
- There will be no official CCDA meeting at the Career Ed Conference, however we may try to coordinate calendars and meet for dinner one of the days (Sunday before?).
- Career Ready Practices Committee, Tim Staffen
 - Career Readiness – still discussion about how to measure it
 - Tim has an initial survey waiting for more input before he sends it out.
 - Karen R. - suggestion that survey be sent to all advisory committees when it is ready.
 - CRP Committee needs to meet to fill in blanks
 - May need 2 surveys – what are you currently doing to teach/assess CRP? What are you looking for in an employee (for employers)?
 - 12 career ready practices. All will be in program standards.
 - Survey needs CCDA approval before being sent.

Lunch – 11:30

- New Business
 - Literacy Committee goal setting, Carol Clark
 - Denny Hunt & Melissa Hyatt presented last month. Carol met with them after than about ELA ideas.
 - Survey those that attend the Career Ed Conference about a drive-in conference
 - Train the trainer “drive-in” for literacy in CTE - Melissa Hyatt would be willing to present. – Possibly in March (Genesse’s drive in date?)
 - Encourage the “why” literacy is required and what it really means.
 - Send Carol Clark any recommended literacy resources.
 - Discussion – Academic Integration into Navigator
 - Rationale – avoid duplicating instructor effort/ time away from class
 - Michelle will head a committee to begin working on this, Dan Draper, Karen Robyn, Tim Staffen, Carol Clark
 - To be discussed by committee: Format, CEPD involvement, succession, timeline, cost

Margo moved to dismiss. Second by Ginger. Adjourned at 1:30

Subcommittees stayed to work in groups.

Next Meeting: Wednesday, January 14, 2015