



CAREER CURRICULUM DEVELOPMENT ASSOCIATION OF MICHIGAN

Minutes

January 14, 2015
9:00 a.m. – 2:30 p.m.

Capital Area Career Center, Room 206
611 Hagadorn Rd., Mason, MI 48854
517-244-1360

In attendance: Michelle Radcliffe, Kim Fischer, Lindsay McClain, Chris Eaton, Dorothy Farrell, Carol Clark, Cindy Kent, Tim Staffen, Patty Adolfs, Jennifer Branch

- 8:45-9:00 a.m. Member networking/refreshments
- Review/revisions of today's agenda, Michelle Radcliffe
- Standing Reports:
 - Secretary's report, previous meeting minutes, Lindsay McClain
 - Minutes were approved with changes to attendance. Moved: Chris Eaton, Second Tim Staffen
 - Treasurer's report, Chris Eaton
 - No changes to treasury
 - Office of Career and Technical Education Update, Denise Teague and David MacQuarrie
 - Denise and David are not available today
- Old Business:
 - CCDA Website, Patty Adolfs
 - Membership List has been updated – please check your contact information to be sure that it is accurate.
 - To do: Changes to Math & Literacy Tab
 - CIP Self Review linked
 - Resources are current
 - Need new math alignments uploaded
 - Will drop hosting services with TygerTech, but keep them for the domain name because we cannot transfer it. The cost would be the same.
 - Middle School Math Alignment, Michelle Radcliffe
 - March 25, 2015 – Genesee Career Institute – Carol Clark is hosting, please email her with contact information for invitations– BMA 52.0299, Education 13.0000, Construction 46.0000, Graphics 10.0301, Digital/Multimedia 11.0801
 - Next date after Math TBD
 - Almost all CEPDs have replied or paid for Math alignment work. Should be able to pay out this year and next year for alignment.
 - Switch to the SAT may change the Algebra 2 portion of the alignment.
 - Professional Development Survey, Margo Hazelman
 - Results of survey – Margo is not here to report on this.

- Career Ed Conference update, Carol Clark
 - Carol asked for feedback on the content for the presentation
 - The membership in attendance voted on a design and expenditure of funds for the Sticky Clean wipes – 250 wipes, \$384.26. These will be used at the presentation, but be CCDA generic for use at other functions.
 - Tim will get business cards specific to the presentation
- Career Ready Practices committee, Tim Staffen
 - Calhoun Tech Center (Tim) is hosting a forum on 01-21-15 from 11:00-12:30 and has invited CRP committee members to come. Kim Fischer has volunteered to join the committee.
 - Can we add non-traditional career ready toolkits?
- Lunch 11:30
- New Business:
 - Skills Assessment Alternative
 - Michelle returned from reporting to the CEPDs with info regarding skills assessments.
 - There is an approval process to use a different test. Michelle is working on this process for one program in her CEPD.
 - Is researching assessments appropriate for CCDA to get involved in?
 - <http://careeronestop.org/educationtraining/find/certification-finder.aspx>
 - Train the trainer PD –ELA to ELA lead teachers
 - Look at doing it in in the fall
 - CCDA website host the registration – pay by invoice only
 - Microsoft IT Academy –
 - Conference right before Career Ed Conference for those that signed up (by invitation)
 - Cost when grant is up is high
 - Academic Integration into Navigator committee
 - Michelle updated the group regarding the meeting/conference call scheduled in Feb after Career Ed Conference for the committee to begin discussions for report back to the group.
 - If we decide this is something we are going to pursue, we should present to CEPD Directors before a final commitment.
 - Sub-Committee Members: Michelle (lead), Dan, Karen, Tim, Carol, Jennifer Branch (joined today).
 - Career Ed Conference Committee meeting 1:30-2:30 - Carol Clark
 - Double-sided page handout
- Future Discussions
 - Marketing CCDA – making our organization more visible
- Move to adjourn Chris, second Cindy – Meeting adjourned 1:30 for work in subcommittees.
- Next meeting:
 - Wednesday March 11, 2015