



CAREER CURRICULUM DEVELOPMENT ASSOCIATION OF MICHIGAN

Agenda

December 14, 2016
9:00 a.m. – 2:30 p.m.

Calhoun Area Career Center
475 E Roosevelt Ave
Battle Creek, MI 49017

Present: Diana Allard, Dan Draper, Ginger Mason, Wendy Smith, Tim Staffen

- **8:45-9:00 a.m. Member networking/refreshments**
- **Review/revisions of today's agenda, Tim Staffen**

There is some discussion questioning if there exists a quorum. The group unanimously agrees to proceed. Additionally, the Career Ed Conference presentation is discussed and defining the "Gold Standard" of Project Based Learning will be a focus in the next subcommittee meeting, tentatively scheduled for 12/19/2016 via Google Hangout.

In addition, the members present decided to forgo the formality of making a motion and seconding and agreed that unanimous consensus would be used instead.

- **Standing Reports:**
 - Secretary's report, previous meeting minutes, Lindsay Pulsipher

The minutes were reviewed and accepted.

- **Old Business:**
 - Career Ed Conference Update, Tim Staffen

The focus of the presentation will be over defining a "Gold Standard," and encouraging attendees to adopt any part of PBL to start. This will require defining and providing some concrete examples. The subcommittee will meet via Google Hangout on Monday 12/19/2016.

- Career Ed Conference Update – vendor table

It is believed that it will be primarily CCDA members who will be manning the table. Wendy Smith volunteered to build a schedule around the program agenda using Doodle or Sign Up Genius a tool. This will also help determine when the table will be "unmanned" as well. We will need to check with Margo regarding the give-away items (the Blue wallet?)

- Update CIP self-review best practices on the web page – finish C06 and C10

C06: Want to seriously consider using/linking to the OCTE Toolkit. We could list the link to the OCTE Program Advisory Toolkit.

Under CTSO we should reflect that the teacher has to show they were an advisor.

C10: Nicole Lord and Lori Johnson were believed to have been working on this section. The section was reviewed and it was decided to check with these two at the next meeting before making any further changes. We may want to update some of the examples.

Under Safety, we need updated examples for student safety and work-based learning and they must be CIP specific. They should also be shown as 2 separate documents, one for safety and one for WBL.

Under Leadership, we should acquire an updated list of CTSO by CIP. It is currently from 2013.

It was mentioned that during reviews, OCTE recommends and recognizes programs for “best practice.” Can we get a copy of that list from OCTE and use these as examples? Ginger Mason volunteered to ask Denise Teague about the possibility of getting this list.

- o Math alignment – what is left/what do we want to do this year

There was discussed the viability and need to continue this work in aligning any further programs to middle school standards. Given the changes in the legislation over the last couple of years is this strategy perhaps outdated? Do we have any data on who is using these standards, and for what purpose? In addition to math, English curriculum to support reading was discussed. There may be a need as the creation of Early Colleges continues to grow. How might we support the students that are not college ready because of reading?

*The members present recommend that this issue be an item on the next meeting agenda. Should we continue the academic alignment work, or should we consider adopting/endorsing another strategy, such as supporting **literacy** through Work Keys, or another tool more aligned with career and college readiness?*

- **Lunch 11:30**

A tour of the Calhoun Area Career Center was given.

- **New Business**

- o SENSE test changes

Ginger Mason shared out that there may be some benefit in using SENSE as opposed to NOCTI for the Welding technical assessment as it provides entry level certification. There are also some changes that have occurred with SENSE.

- o Next meeting date and location – who can attend?

On 1/18/2017 and 1/19/2017 there is a 2-day Perkins meeting. All present were either at that meeting or otherwise unavailable. We recommended that given the conflicts that the January meeting be cancelled.

- **Next meeting:** Wednesday, January 18, 2017