



## CAREER CURRICULUM DEVELOPMENT ASSOCIATION OF MICHIGAN

### Minutes

September 18, 2019

9:30 a.m. – 2:30 p.m.

Ingham ISD – Wilson Talent Center  
Mason, MI

- 8:45-9:30 a.m. Member networking/refreshments

Margo Hazelman, Ben Murray, Randy Sowles, Patty Adolfs, Cindy Philip, Celena Mills, Dan Draper, Codie Lakin, Chris Eaton

Virtually: Kathy Dardas

- Review/revisions of today's agenda, Margo Hazelman

- Add website to the conversation

**\*\*Items that need action between now and the next meeting are highlighted in yellow**

- Standing Reports:

- Secretary's report, previous meeting minutes, Cindy Philip
  - Dan motioned to approve. Patty 2nd.
- Treasurer's report, Chris Eaton (Margo updated)
  - \$9968.95 current balance
  - Cindy motioned to approve. Codie 2nd.
- Office of Career and Technical Education Update, Celena Mills
  - [Perkins V Credential Identification and National Career Cluster Standards Process.](#) State had to choose between 3 areas of accountability: post-secondary credits, certifications, & work-based learning. The accountability committee chose to focus on certifications.
    - Certifications: industry recognized, license, apprenticeship, associates degree or a bachelor degree.
    - Working to identify credentials for each program. They will identify the credential and then redesign the curriculum to support that.
    - They will be able to help align curriculum and move irrelevant expectations out of the curriculum.
    - Review and revision of all GAP's in order to update. Process has not yet been determined.
    - They will be allowing for multiple certification options in each program in order to allow for regional flexibility. Regions can apply to take on credentials > identify them > align CTE standards > identify gaps > align academic standards
    - Looking to move away from segments and progress to competency. (courses)
      - Students will be accountable to have a credential after completing 2 courses. (concentrator)
      - Students that complete 3 or more courses would be completers.

- 2019-20 is the transition year: identify a plan and determine how we will be accounting for this information. Currently collecting data and the baseline is set at 4%.
  - [Credential Selection Criteria](#)
  - This will be figured out over time. For this year in CTEIS keep your segments the same as last year. Their main focus should be to figure out who is qualifying and getting the credential. It will be entered in CTEIS by student. (focus on tracking)
  - Students will have to earn the credential not just take the certification.
    - For the time being instructors need to set up a process to get the info back from the students for tracking.
- High Quality Programs of Study should include the 4 items below
  - Academic and Technical Skills
  - Hands-on laboratory learning
  - Work-based learning
  - Student Leadership (CTSO)
- [ACTE: Self-Evaluation Framework](#) - HQPOS subcommittee looking at this to see how it fits into a high quality program of study.
- Entering WBL by student
  - expectation is that only the most robust experience is recorded.
  - Track WBL by category and check it off as students meet the category expectations.(field trip, industry project/expert, job shadow, internship, co-op)
  - Dan suggested the idea of job-shadowing in house as much as possible
    - ie: maintenance project, have construction students observe. IT students work with in house IT crew...
  - WBL must be sustained.
  - More to come.
- [MDE Perkins V Committees](#)
- CTE Evaluation for Perkins
  - CLNA a requirement of Perkins V
  - reviewers will be looking only to see if it is complete and then to see what questions or feedback was given on the form/questions. They will not be analyzing data.
- [Perkins Committee Descriptions](#)
- Memos on [Concentrator](#) and [Completers](#) this Year
- Competency Based
  - how would transcripts look if we are competency and credential based?
  - very early conversations
- Resources from State re: competencies and credentials
  - [Resource 1](#)
  - [Resource 2](#)
  - [Resource 3](#)
- Questions / Comments from Group
  - What will the competencies look like?
    - Example for cos (work in progress) was previewed
  - Are legislatures involved in the conversation about MMC Flexibility expectations?
  - Have we considered the ramifications of students not graduating if they are depending on their CTE programming for graduation and potentially needing

to obtain a credential in order to have completed a CTE program to get flexible credit?

- How will this impact special pops?
- What's the end goal? Diploma or Credential?
- Dr. Pyles wants each program to have a program of study (POS) - he recommends the [Genesee Early College Model](#) as an example to follow.

- **Lunch 11:30**

- **Old Business:**

- Certification Committee Update - no update
- Competency Based/Evidence Based Curriculum Committee Update - no update
- Talent Portfolio Committee Update - no update

- **New Business:**

- Goals for the year
  - Discussion surrounding change of committee focus
  - Can we provide some curriculum support to OCTE?
  - Request that the state share some of the materials that they are working on/.
- [New Consultants at OCTE](#)
  - Lee Greenacre: energy, architecture & construction, welding, STEM, manufacturing, (machine tool, electronics, woodworking)
  - Candace Vinson: culinary, ed. general, JROTC, law, public safety (also FCS programs)
  - Celena Mills: cos, health, marketing
  - Tom Knight: business and IT, finance, teacher cert (he's the person to call with ACA questions, etc.)
  - Dana Hughes: graphics, broadcasting, VPAA, auto & diesel (all transportation CIPs), WBL (she's the go-to for those questions)
  - Mark Forbush: ag
  - Tara Bride: moving OCTE and moving into LEO.
  - Talent Portfolio Committee- reach out to Dana Hughes for direction
  - Certification Committee - reach out to High Quality Programs of Study
    - Kathy will reach out to get some direction
    - Celina will reach out to Joann to see if CCDA rep can attend as Kathy cannot go to the next meeting.
  - Celena can find out from the state what direction they might want us to focus on.
  - Competency Committee - Celina will reach out and get a point person to reach out to.
  - [OCTE Quick Reference](#)
- Committee Chairs for new goals - if needed
  - Kathy will chair the certification committee.
- Revisit goals at the next meeting
- [Career Readiness Conference](#)
  - Patty provided flyer and discussed speakers participating: early college, elementary and middle school career fairs, k-12 career readiness model, Xello rep, future job trends, national speaker Brookes Harper...
  - Schedule will be shared by Patty shortly.
  - Cost is \$25. Total of 5 SCECHs available for additional cost. Lunch provided.
- [Website](#)
  - Patty needs help identifying what changes / updates are needed.

- Please review the new pages on the website under resources using the new password and be prepared to provide feedback and comments on the new sections.
  - Review of membership list and contact info.
  - What else do we want to add?
    - Assessment page can be removed.
    - Celina said that several toolkits will be available later
    - WBL toolkits are going thru revision
    - Add a link to the Perkins page on MDE.
    - Add credentials in place of assessment and add that it is under construction.
    - add Michigan ACTE link
    - delete the calendar?
    - need to update minutes - only keep 3 years of minutes.
- Perkins V - discussed in State Update earlier. See notes above.
- SCECHs for this year
  - All paperwork will be brought to the next meeting.
  - We will need to fill out a registration form and sign-in and out.
  - Each date is its own SCECH.
  - Must stay the entire time in order to get SCECH.
- Other
  - CTEIS and College calls overlap CCDA meetings, doesn't seem to affect many in the group.
  - ZOOM - approved to look into purchasing it in order to record the meetings at the June meeting. Discussion:
    - With access to call in we don't need this as much as we thought we did.
    - Cindy motions to not purchase. Chris seconds.
  - More discussion on how CCDA can support new OCTE initiatives and conversation regarding how everyone can work together to make it easier for everyone involved.
    - Need to share with teachers that we need to track certifications and WBL per student.
    - Teachers could add an ungraded assignment into PowerSchool to track both items.
- Chis motions to adjourn. Cindy seconds. Meeting adjourned.
- **Upcoming:**
  - Next Meeting - Wednesday, October 16, 2019 Wilson Talent Center