



CAREER CURRICULUM DEVELOPMENT ASSOCIATION OF MICHIGAN

Minutes

Wednesday, June 16, 2021

9:00 a.m. – 2:30 p.m.

WebEx: See Calendar Invite to Join the Meeting

- **8:45-9:00 a.m. Member login to WebEx and [Sign in*](#)**
Dan Draper, Kathy Dardas, Cindy Philip, Patty Adolfs, Codie Lakin, Margo Hazelman, Ben Murray
*Need to indicate General, Counseling (last column) and record PIC if you want SCECHs – Evaluation will be done at the end of the year after the last meeting
- **Review/revisions of today's agenda, Patty Adolfs**
- **Standing Reports:**
 - [Secretary's report](#), previous meeting minutes (May), Cindy Philip
 - Kathy motions. Margo seconds.
 - [Treasurer's report](#), Kathy
 - Cindy motions. Codie seconds.
 - Office of Career and Technical Education Update, Celena Mills (10:00 a.m.)
 - Career Pathway Grant
 - CBE, PCCs, etc.
 - Feedback on Introduction
 - Celena talked about Tip sheets see pics for draft should be out sometime 7/4-7/28 making ADA compliant
 - Celena said some background work for possible Vendors PD/webinars to help teachers, etc. to better handle/adjust to credentials with the different vendors
 - Celena said Q & A Documents are being pulled together one will be across all CIPs and then one for each CIP to remove redundancy
 - Celena showed Instructional Design document worksheet in order by segment 1 comp, segment, to 1 PCC, (health SCE std,) aligned to performance indicator, can sort, to help with instructional design
 - Celena suggested that we have teachers focus on instructional design rather than the credentialing for the first semester.
 - They are working on a WBL guide, and it will be out before the start of the school year.
 - What kind of opportunities are needed for students?
 - What kind of documentation is needed?

- Dorothy Switalski New OCTE consultant - Transportation Cluster, Graphics, Arts & Communications. Partnering with Celena on Career Pathways project.
 - switalskiD@michigan.gov
 - certified in Business and ELA
 - Patty shared concerns re: GEMS (specific details can be found below under old business)
 - Celena will ask Tom and Candace about our concerns and suggestions
 - Patty also asked Celena whether there would be grace re: all of the new item....ie. competencies, GEMS, WBL....
 - Celena shared that there will be a LOT of grace extended as many things didn't go as planned this year.
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- **Old Business:**

- [Calendar Document](#), [Membership Draft](#)
- GEMS issues - updates
 - Codie shared that several completed items aren't showing as completed. Needed to contact GEMS to confirm that items are submitted correctly.
 - When you hit submit, there's no confirmation that items have been sent correctly.
 - The teacher can check the administrator box.
 - It looks like the building administrator can submit without the CEPD director level.
 - Margo had one CIP that was submitted go completely blank.
- Certifications and Credentials - Tip Sheets
 - Patty asked if the credential list would be reviewed.
 - Celena said this is a good idea and will take this back to OCTE.
 - Will the list be reviewed? What is the eta for tip sheets?
 - Michelle Cordano emailed Dan and shared that all final documents would be released on July 28th, 2021.
 - Provisional Credential - students can take the credential assessment, but won't actually get it until they have the required HS diploma.
- PD TRAC Requirements
- Professional Development of staff
- Teacher Certifications - reprint and notarize
- MDE OCTE Request of CCDA for assistance w/ PL
 - By CIP
 - Need to get Further clarity from OCTE.

- **New Business:**

- Announcement of 2021-2022 Board Members - **check by-laws**
- SCECHs

- Can the career pathways grant training meetings have SCECHs attached to them in the future? (ask Celina)
- [u of m research cte](#)
 - [additional u of m info](#)
 - [prior u of m studies](#)
 - [gaps in access to CTE](#)
 - Discussion surrounding how to use this information and also if we should reach out and invite him to a meeting. It was decided that we will ask for last year's information and try to decide what we want to dive deeper into.
- Summer Leadership Conference 1st week of August Mon, Tues? Wolf Creek Lodge
 - In person first week of August 2 & 3 (Monday & Tuesday).
 - Flyer / Information pending from CEPD's
 - Audience is anyone interested in leadership or currently in leadership.
- Next year
 - Reinstate fees for the 21-22?
 - Patty will check the by-laws and if there's nothing in there, we will move forward with reinstatement of fees for the 21-22 school year.
 - Meeting Schedule
 - Patty will send out a google form with options for meeting for next year.
 - We will need to evaluate whether we will meet in person or virtually in August, 2021 as well as where we should meet.
 - do we start to visit isd's that aren't part of our group in order to get more interest?
 - We will set the schedule in August.
 - Goals
 - What does OCTE need from us?
 - What will we be supported on by our CEPDs?
 - Prior to COVID we talked about providing support and PD for new teachers, specifically at the CTE conference.
 - Consider developing professional development related to implementation of competencies.
 - Can we find CTE success stories from around the state that we could share?
 - social media posts?
 - monthly focus on pathways? zones? non-traditionals? students that overcome obstacles?
 - Should we gather curriculum resources and share that are CIP specific?
 - provide collaborative opportunities? (do this in tandem with new teacher PD?)
 - We need to update the website.
 - Celena's Suggestions:
 - Teacher support for planning instructional design

- In grants - have CCDA join the conversation of the grant work. That was an area of need in the grant process
- Support for preparing teachers for what's coming.
 - What's the difference between a competency and a standard?
 - Helping people understand the vocab and the concept prior to the next groups going through the process.
- Maybe provide support for creating sessions at CTE Conference?
 - Awards
 - could we give the awards out at the CTE conference?
 - Patty asked Celena about this and she suggested that we e-mail Candace Vinson since she runs the planning committee for the CTE conference.
 - We'd like to continue doing this in the future - may need to restructure the number of awards and the amounts.
- Credentials and PCCs Career Pathways Grant
 - Credentials
 - Updates
 - PL for 2021-2022?
 - Resources [Recordings and Updates](#)
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- COVID-19 Roundtable

- **Lunch 11:30**

- **Next meeting:**

- TBD after July Board meeting
- Cindy motions. Codie seconds. Meeting adjourned.