



CAREER CURRICULUM DEVELOPMENT ASSOCIATION OF MICHIGAN

Minutes

June 8, 2022

9:00 a.m. – 2:30 p.m.

Zoom

- **8:45-9:00 a.m. Log in to Zoom and [sign in](#)**

Present: Patty Adolfs, Kathy Dardas, Cindy Goss, Jamie Mueller, Randy Sowles, Lindsay Pulsipher, Margo Hazelman, Cindy Philip. Guest: Jamie Engel (Provided Update)

- **Review/revisions Agenda, [Membership](#), [Calendar](#)**

- **Standing Reports:**

- [Secretary's report](#), previous meeting minutes (March), Cindy Philip
 - Kathy motions. Patty seconds.
 - [June 8 CCDA Treasurer's Report](#) Kathy Dardas
 - all dues are accounted for for this year and all is current
 - Cindy motions. Randy seconds.
- Office of Career and Technical Education Update, Celena Mills
 - No new update today.

- **Old Business:**

- [Joint CCDA/CEPD/MIACTE Meeting](#), Next one will be 12/9/22 10 a.m. - 2 p.m. Location TBD
 - [2022-23 Planned PD](#),
 - [Fall PD Save the Date Flyer](#),
 - MOU still a work in progress - **Action Item** - [Add Comments](#) & What do we want to offer and what venue
 - Update from Jamie Engel
 - Ingham met with SETSEG re: groups or attending meetings
 - MiACTE - independent board, 501C3, liability insurance for the board itself.
 - If you have a group that's meeting and discussing to develop ideas you fall under the ISD. Once you become a group with a board and collecting dues, the insurance suggestion is that you become a 501C3 and the board has their own liability insurance for itself. That would cover board as individuals not as employees.
 - CEPD's are a 501C3 and the insurance card is from Mecosta Osceola ISD. That ISD insurance CEPD on their plan. CEPD needs to do some work on this because their board is not covered correctly.
 - CCDA is not a 501C3. Collects dues and funds are kept in a RESA. Insurance suggests becoming a 501C3, have their own insurance, and funds should be in a separate bank account. Funds should be under the

501C3 and funds should be kept separate from the ISD/RESA. Funds should not be kept in an activity account. The new Gatsby rules could cause issues for the district holding the monies. If it's at the school district, the school would have to be the board for those funds.

- If CCDA was part of another group that was a 501C3 and had insurance, then we could be covered under them.
- If we joined the CEPD umbrella
 - Are we voting members?
 - Can we be board members?
 - are we a sub-committee
 - to become a 501C3 we need to submit minutes and a lot of paperwork
 - If we are a sub-committee what is our role?
- Benefit of collecting dues:
 - Allows us to provide teacher grants
 - Allows us to support teachers
- If we joined MiACTE
 - Could we be voting members?
 - Could we have a larger impact at the state level?
- MIACTE Membership
- CCDA Update on CEPD meeting agendas next year - Jamie Mueller will provide updates
 - We will need to include an agenda item in the future that has us creating a CEPD report at each meeting for Jamie to share.
- CEPDs application will include a spot for CCDA Rep
- Discussion about letter of MOU and the last meeting.
- After much discussion it was decided that the best option would be to explore becoming a 501C3.
 - We will need to submit minutes, by-laws, update through LARA, complete a yearly filing fee, and then we will need to get liability insurance.
 - We will need to look at LARA to find the documents to work through the process. Patty will organize some information on the process. Kathy will look into the financial aspect of these items - we will need the 501C3 number to open an account.
 - Cindy P motions to vote on moving forward with CCDA becoming a 501C3. Cindy G seconds.
 - Patty will send out an electronic ballot for the CCDA members to vote on this motion.
 - Dan / Patty will reach out to SETSEG about insurance, cost, what's needed...
- [2022-23 Goals](#) - Adjustments since joint meeting?
- Career Ready Practices Competencies 5th Tab "Pretty it up" - Make sure tangible portfolio pieces represented (cover letter, resume,) so it doesn't get lost - Action Item Bring ideas back to Celena

New Business:

- Increasing Membership with assistance from CEPD Request for Document
 - **Action Item** Provide document/info with the "Who" Benefits, How to get signed up, costs, etc. - so they can help increase membership
 - Create an at a glance document - Cindy P will work on this 6/15/22
- 2022-23 Officer Announcements
 - Chair - Dan Draper
 - Co-Chair - Cindy Philip

- Secretary - Ben Murray
- Treasurer - Kathy Dardas
- Patty is looking for someone that is a superstar related to career ready practices to connect with one of her teachers.

- **Lunch 12:00**

- **Next meeting:** TBD
- Randy motions to close the meeting. Cindy P seconds the motion.
- Meeting adjourned at 11:31 am.