



CAREER CURRICULUM DEVELOPMENT ASSOCIATION OF MICHIGAN

Minutes

Thursday, March 11, 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, Ben Murray, Cindy Goss, Bill Saunders, Jamie Mueller, Chris Eaton, Lindsay Pulsipher, Randy Sowles
- **Review/revisions of today's agenda, Patty Adolfs**
- **Standing Reports:**
 - [Secretary's report](#), previous meeting minutes (January), Cindy Philip
 - Ben motions. Chris seconds.
 - [Treasurer's report](#), Kathy Dardas: Money has been transferred to Bay Arenac ISD accounting. Kathy will update the report and add new account numbers. Balance remains the same as January 12th.
 - Cindy motions. Lindsay seconds.
 - *****No Update this Month***** Office of Career and Technical Education Update, Celena Mills
 - [Perkins Regions Updated](#)
 - [CEPD Map Updated](#)
- **Old Business:**
 - [Calendar Document](#), [Membership Draft](#)
- **New Business:**
 - Career Pathways Grant Update, Cindy Philip
Discussion about the final product, timeline, implementation, and graphics.
[Sample Coz Pathways Material](#)
[Health Sciences](#) Data Workshop Presentation from Celena
 - GEMS Issues Discussion
 - Good templates, it will eventually be a better system than navigator (per Codie).
 - Need to work with OCTE and also GEMS support in order to address issues and get answers.
 - [Short video from Chris](#) about how to work around the upload visibility issue.
 - C07-Classroom photos: JACC was told our [online 3D interactive tour](#) could satisfy this
 - GEMS Templates-using OCTE examples or using your own?
 - [VB Tech Forms](#)
 - WBL Reporting Discussion - How are people using it / collecting it in PowerSchool?
 - JACC uses PowerSchool and creates WBL categories to document WBL experiences, as well as student leadership

- Notes from other sources: 4. Discussion: Using Different Student Management Systems to Report WBL in CTEIS
- Most CTEIS Users indicated that they are using the template developed by PTD, to upload their WBL data into CTEIS.
- Many CTEIS Users indicated that WBL reporting details were received too late in the year to develop a process in their student management system, to address the reporting of WBL.
- Holly indicated that Kent ISD has a team working to develop a way for Power School to produce WBL data that can be uploaded into CTEIS. (Other Power School users are very interested in the venture.) Holly provided the attached instructions—thanks, Holly!
- CTEIS information:
 - [How to document WBL](#)
 - [User group meeting notes 3/2021](#)

● **Lunch 11:30**

● **New Business Continued:**

○ CTSO/Leadership Discussion

- What are people doing this year? JACC focusing on the “individual” and “team member” type of category for reporting this year but need clarification examples of what “individual” looks like in the classroom.
 - Classroom presentations, weekly employability leadership skill development, self-evaluations.

Because leadership is an integral part of a CTE instructional program and embedded throughout all experiences, students should have the opportunity to engage in activities to demonstrate self-improvement over time. The graphic below can be used as guidance when developing leadership activities:



L

- [Teacher Toolkit](#)

- Certification Collection Plan for CTEIS-how do people collect which students have earned certifications for CTEIS?
 - Discussed.
- Credentials
 - [Certification Tip Sheets](#) - old tip sheets, but could be a good resource. **Need to reach out to Celena and ask for some clarification.**
 - Who should test?
- PD / TRAC Requirements
 - Teachers are required to have CIP specific PD every year as opposed to every 5 years like it has been previously.

- [Guidelines from MDE](#)
 - Professional Development of CTE Certified Teachers: All CTE teachers are required to obtain annual professional development, related to the CIP area that they are teaching. This can be completed in many ways such as directly from business and industry, through state or national teacher associations, and at some regional and state conferences. The key is that professional development must be sustained, intensive, collaborative, job-embedded, data-driven, and classroom-focused.
- COVID-19 Roundtable
 - Student recruitment efforts for next year's students
 - Jackson has gotten some enrollments and things are looking good so far.
 - Numbers are looking good for many districts, but there are some concerns about kids not being able to visit.
 - Return criteria for next year – What criteria/evidence are students needing to demonstrate for teachers to validate they return to their program?
 - Discussion about different plans or lack of plans around the state.
 - Discussed student success plans / contracts
 - Competency-based approach has been discussed but seems like it has been placed on the back burner. What are others doing for re-establishing focus on CBE for 2021-22?
- Resources from Oakland - Still have over 200 spots available for both events
 - Oakland Career Readiness Conference Flyer: <https://drive.google.com/file/d/1IQ1mzSDQwooa0aENpEVqz7o37lbdSLI/view?usp=sharing>
 - Registration: tinyurl.com/OSCareerReady
 - Career Readiness Family Expo Flyer: <https://drive.google.com/file/d/1BwDVhKs5aV4NICZIBQ8Vs3sPYg9j1ZPy/view?usp=sharing>
 - same link to register as conference
- Discussed nominations for Executive Board
 - Current officers have been nominated to continue.
 - Voting will take place at May or June meetings.
- Need to send out reminders to CTE award winners to send pictures of items.
- [Chats from today's meeting.](#)
- **Next meeting:** Thursday, May 13, 2021 9:00 – 2:30 WebEx
- Dan motions to dismiss. Cindy G. seconds. Meeting adjourned 1:42 @ pm