



CAREER CURRICULUM DEVELOPMENT ASSOCIATION OF MICHIGAN

Minutes

November 29, 2022

9:00 am - 1:00 pm

Jackson Area Career Center / Zoom

9:00am	<p>Zoom Link / Call to Order / Sign In Sheet for SCECHs</p> <p>Called to order: 9:23</p> <p>Present: Ja mie Mueller, Kathleen Dardas, Dorothy Switalski, Jennifer Strickland, Cindy Philip, Craig Jeffers, Lindsay Pulsipher, Jason Carlisle, William Saunders, Patty Adolfs, Dan Draper, Margo Hazelman, Dustin Scharer, Cindy Goss, Jason Carlisle, Jennife r Yesh, Celena Mills</p>
9:05am	<p>Review/Revisions:</p> <ul style="list-style-type: none"> ● Membership List ● Approve 2022-23 Calendar
9:10am	<p>Standing Reports:</p> <ul style="list-style-type: none"> ● Approve Secretary's Report-September <ul style="list-style-type: none"> ○ Cindy P. motions to approve minutes. Dustin seconds. ● Approve November 29 2022 CCDA Treasurer's Report <ul style="list-style-type: none"> ○ New members = \$50, Current members = \$100 ○ 501(c)(3) paperwork finalized <ul style="list-style-type: none"> ■ Discussion regarding establishing a 501C3 ■ Cindy Philip - Motion made to support establishing a 501C3 for the CCDA. ■ Additional motion made to approve proceeding with opening an account with a financial institution. ■ Dan Draper Seconds motions made by Cindy Philip. ■ CCDA members voted 100% in favor of proceeding with becoming a 501C3 and creating an account at a financial institution. ○ Lindsay Pulsipher motions to approve treasurer's report. Craig Jeffers seconds. 100% vote in favor. Motion passes. ● OCTE UPDATE <ul style="list-style-type: none"> ○ MMC presentation shared with numerous counselors across the state as well as at the Business Association Conference. Session will be repeated twice at the Career Ed Conference. Including info surrounding CTE flexibility. ○ Virtual Webinars that Celena is hosting regarding teaching

strategies for teachers in her program areas.

- Career Ed Conference - Free Sunday conferences for recent CPG programs.
 - Cindy P. asked about Drafting and energy CIP's that have a roundtable at the pre-conference session. Dorthy will follow up on this.
- Dan shared the health meetings to support teachers across the state. We will revisit later in the meeting.
- Jamie asked for an update about the CTE portal. Dorthy shared that normal login won't be shut down until the mi3rd party login is working correctly.
 - Jennifer asked if the front page of what was submitted last year could be cleared, it would be helpful.
 - CEPD update from OCTE on 11/ 22/ 22 -
 - **CTE Portal (GEMS) Update**

Follow these steps to access the CTE Portal:

- Step 1: Log out of MiLogin on all applications.
- Step 2: Close all browsers.
- Step 3: Open a new browser.
- Step 4: Go to the [CTE Portal](#) and click on the desired link.

Other updates:

- Work is proceeding on the CIP Self Review.
- Several fixes have been made.
- All new development is on hold, until all issues are fixed.
- Once everything is fixed, they will transition to MiLogin. There will be a 30-day notice prior to the full transition.
 - Dan asked what common findings are being found as OCTE does TRAC audits?
 - missing 1 of 2 advisory meetings
 - TRAC visits are more of a conversation
 - many times teachers are doing what they need to do, but they aren't recording them correctly
 - Teachers seem to be missing some of the necessary info in syllabi and minutes.
 - Dustin asked about 6li funds. Dan said that GEMS email that the funds will be in the December state aid payment.
 - A lot of discussion surrounding findings related to credentials and if they are offered or earned. Kent and Allegan are exploring the Registered Behavior Tech and Google Educator Level 1.
- Lindsey brought up the struggle with ACA'd teachers and whether they need a MOECS login vs. MEIS. Several shared that anyone can create a MEIS account and that it can be populated to connect with MOECS.
- Health science teachers talked about books that were helpful for new teachers last year at the Career Ed Conference. The books were about instructional practices. They asked for PD around these books and created High Leverage Teaching Strategies workshops.
 - Celena goes through the strategies and then links them to the

	<p>competencies in health.</p> <ul style="list-style-type: none"> ■ Google Shared Drive with PD Session Info ○ She also provides resources for them to go back to their classrooms and immediately apply the strategy to a lesson in the classroom. ○ December 6th is the next meeting - topic is assessment <ul style="list-style-type: none"> ■ difference between formative and summative and techniques on how to create formative assessments. ■ Why do we do them? how do they inform the teacher? how do they inform the student? ○ OCTE would like support with this initiative because of how time consuming it is, but also because they would like to expand it to other programs. ○ February 21, March 14 and April 18, 2023 are the scheduled sessions - topics to be determined <ul style="list-style-type: none"> ■ Future ideas: evidence based grading, group grading discussion, giving students voice, communication with parents. ■ Currently there are about 50 people that are on the invite list. 1/3 are very new, 1/3 have 5 years or less, 1/3 with a lot of experience but looking for support using the strategies connected to the new competencies. ○ Sessions seem to be well attended because of the direct connection to the content. ○ Good discussion about how CCDA can support and what other districts and CIPs are doing around the state to support these sessions. ○ An additional ask for SCHEs to be attached. ○ Cindy P and Kathy D are willing to help with this. <ul style="list-style-type: none"> ■ Cindy P will connect with Celena to try to get SCECHs attached for the February, March and April meeting dates.
10:00am	<p>Old Business:</p> <ul style="list-style-type: none"> ● MICEC <ul style="list-style-type: none"> ○ Sponsorship for Sunday breakfast @ \$1500 (updated) ○ payment made - remove from old business ● Weebly Website <ul style="list-style-type: none"> ○ payment made - remove from old business ● Proposal Updates <ul style="list-style-type: none"> ○ proposals accepted - need to work on getting these presentations updated? ● Credentials <ul style="list-style-type: none"> ○ CPG 3.0 currently researching credentials ● VPAA Credit - Crosswalked? Who is offering for all programs? Approved by LEAs? <ul style="list-style-type: none"> ○ Bay Arenac and Genessee offer it with all of their programs.

- Jackson does 2nd year world language and stopped pursuing VPAA.
- OCTE has been working with MMC flexibility -
 - 2nd foreign language is waived if CTE class is passed / no credit is earned
 - Embedded means they are doing both content areas which means they earn credit for both.
 - Waived credit - they take something in place of something else.
- [VPAA Credit](#)
- [Visual, Performing and Applied Arts Course/ Credit Requirements \(michigan.gov\)](#)
- Discussion surrounding the pros and cons of crosswalking the VPAA standards to CTE CIP codes.
 - VPAA is ultimately a local decision so who does this benefit? Who is really needing this? Is there a huge need?
 - It seems more useful for Math and ELA standards vs. VPAA standards.
- 61i Grant
 - Curious about the oversight of the grant - are we supposed to spend the money how the grant was written? or can they make changes? Is there flexibility to shift within the categories?
 - Dorthy will email and try to find an answer for us.
- [Cool Aviation Program Video - Berrien RESA](#)
 - Discussion about aviation programs and if districts are getting requests to start these programs.
 - Discussion about drone programs and the overlap into other CIP codes, specifically Ag, Construction, Law Enforcement...
- [2022-23 Goals](#) - Adjustments since joint meeting? What was decided for goals?
 - PD Involvement throughout the state
 - Career Readiness competency work
 - Goals should be set for this year. Mark as done.
- Increasing Membership with assistance from CEPD Request for Document
 - Should be added to CEPD agenda.
 - **Action Item** Provide document/info with the "Who" Benefits, How to get signed up, costs, etc. - so they can help increase membership
 - Document is good as is. Mark as done.
- 501(c)(3) application
 - Kathy will contact a local credit union and find out options. She will send an email out later this week with the details.
- Liability insurance update
 - Need an address (using JACC for the quote) and 501(c)(3) finalized with LARA

	<ul style="list-style-type: none"> ○ Pushing pause on this until we get the 501C3. Cannot move forward without it.
11:00am	<p>New Business:</p> <ul style="list-style-type: none"> ● CCDA Secretary Opening <ul style="list-style-type: none"> ○ No one is interested at this time. Cindy P will take minutes and cover responsibilities until a new secretary has been elected. ● Follow-up Survey work (Dan) <ul style="list-style-type: none"> ○ Sharing of ideas - mass emails, texting, asking current students to reach out to past students on social media, sending it out at Thanksgiving, giving away random gift cards as incentive, have instructors call, contract with a retired employee, ask students this year before they leave who they still have contact with in the district... ● Work on MICEC presentation <ul style="list-style-type: none"> ○ virtual work session scheduled for 12/ 5/ 22. ● Discuss Celena’s teacher group proposal <ul style="list-style-type: none"> ○ If we do this we need to have at least 2 CCDA members participate in each session. ○ Additionally, we need to make intentional time at CCDA meetings to help create resources. ○ Zoom Link for December 6th ○ Jason Carlisle volunteered his ELA Instructional Assistant to come to next meeting to help support the creation of PD sessions. ○ Dan motions to support this initiative. Cindy P seconds motion. ○ Vote unanimously passes to support. ● CEPD discussing whether to request CCDA to update crosswalks for VPAA. (Jamie) Discussed above in old business. ● Could / Should we as CCDA explore tackling additional credentials for CPG programs ? (Cindy P) <ul style="list-style-type: none"> ○ Dorthy shared that this group is probably not the best group to do this work because of the specific requirements for the grant process. ● Tour Jackson Area Career Center
1:00pm	<ul style="list-style-type: none"> ● Dan Draper motions to adjourn. Dustin Scharer seconds. Motion carries. ● Meeting adjourned 1:23 pm ● Next Meeting: Wednesday, January 11, 2023 @ 9am ● Location: Zoom