



CAREER CURRICULUM DEVELOPMENT ASSOCIATION OF MICHIGAN

Minutes

September 12, 2018
9:00 a.m. – 2:30 p.m.

Ingham ISD, TEC 302
2630 W Howell Rd, Mason, MI 48854

Attendance: Margo Hazelman, Chris Eaton, Patty Adolfs, Kathy Dardas, Randy Sowles, Lindsay Pulsipher, Ben Murray

- **8:45-9:00 a.m. Member networking/refreshments**
- **Review/revisions of today's agenda, Margo Hazelman**
- **Standing Reports:**
 - Secretary's report, previous meeting minutes (June), Diana Allard
 - Patty Adolfs motioned we accept the minutes as written, Lindsay Pulsipher seconded the motion. Motion approved.
 - Treasurer's report, (membership dues), Chris Eaton
 - Ending balance is: 9924.56
 - Chris will bring invoices to the October meeting
 - Diana Allard motioned we accept the treasurer's report as written. Patty Adolfs seconded the motion. Motion approved.
 - Office of Career and Technical Education Update, Denise Teague
 - New State Director - Dr. Brian Pyles is doing a fabulous job. There are many initiatives going on currently. Marshall Plan work is being done. Perkins V has been discussed but regional meetings have not started. Initial timeline indicated July 2020 for Perkins V. Review and revisions for transportation and education general have been completed and posted on Navigator. An emerging program regarding pipefitting is being considered. A new GAP will be posted for FCS but it is still non wage earning.
 - Denise discussed academic integration and alignment to the gaps for academics. CCDA is waiting for more direction from CEPD if they will continue work.
 - The TRAC team will be on-site this year for reviews.
 - January 28-29 will be the dates of the CTE conference and will include a Sunday evening activity for those coming in early.
 - The MME conference will be in Mt. Pleasant on October 25-26.
 - Denise will check with other consultants for dates on other conferences and will put the information in the google drive folder.
 - The MBA Research has been renewed for this year. Brenda Clark has taken over the CEO and Director position. She is a Michigan native. October 5-8 will be the teacher conference for MBA Research.

- Marshall Plan timelines and resources: <https://www.michigan.gov/ted/0,5863,7-336-85008---,00.html>

- **Old Business:**

- Career Ed Conference, Need a new Chairperson
- A suggestion for Dan Draper to take this person based on experience in the role. Kathy will also help with the committee.
- Monday October 8 is the deadline for proposals for the conference.

- **Lunch 11:30**

- **New Business:**

- Career Conference – ideas for presentation
 - There was discussion around the process of aligning academic courses to CTE CIP codes. Using the process that we have used for math and ELA to apply to other subject areas.
- Goals for the year
 - Certification - Diana will chair
 - Competency Based/Evidence Based Curriculum - Ben will chair
 - Talent Portfolio - Patty will chair
- Committee Chairs for new goals
- Competency-Based and Evidence-Based Reporting Discussion
 - Traverse Bay Area ISD- Stephanie Long
 - Evidence Based Reporting at [Adlai E. Stevenson HS](#)
 - Examples of EBR in [Adlai E. Stevenson HS Course Descriptions](#)
 - [Pathways to Proficiency](#) on Amazon
 - [Proficiency Based Assessment: Process, not product](#) on Amazon
 - [Learning Targets: Helping Students Aim for Understanding](#) on Amazon
 - Anything by Marzano on Standards-Based Grading
 - David Langford, “Quality Learning”
- Soft skills
 - Discussion took place assessing soft skills. Margo discussed a policy that allows students to earn 3% bump for perfect attendance.
 - There was discussion around workplace skills, the lessons and how they are presented.
 - Discussion was held around process for determining returning students to programs.
 - Ideas for year 2 plan for student to complete such as certifications, focus area, career goals, etc, examples were shared in the google drive.
 - In the google folder, documents were shared around the behavior documentation.
 - Enrollment conversation around slots - number of slots per program based on enrollment, preference to returning students. Names are required for enrollment forms - first come and first serve for remaining slots - EDP is required (top 2 pathways)
 - Counselor advisory committee has been beneficial
 - WTC is an online application which goes to the local counselor to add documentation and send to center (WTC has no counselor)

- After all visits are complete the online application opens and enrollment person at Eaton sends a list to the local counselor to add documentation - GPA is asked for credit track - some GPA is required for direct credit
- Career Center Conversation
 - Future Center - Counseling, Career & College in the same place - Muskegon
 - Career specialist work with industry and local districts to work with students before they get to the center (aren't certified teachers)
 - Resources include: Virtual Job Shadow (not sure how much it is used)
 - Teacher externships - 2-3 days at work - receive stipend (125 approximately, paid out of ISD but sponsored by district) from business and industry - FANUC offered a paid summer experience
- Lenawee Tech will be hosting the State Board of Education meeting in October.
- Chris Eaton motioned to adjourn the meeting, Lindsay Pulsipher seconded the motion. Meeting adjourned.
- **Next meeting:**
 - Wednesday, October 17, 2018 – Bay-Arenac ISD Career Center 4155 Monitor Rd, Bay City, MI 48706