



CTE Consortium Meeting
Wednesday, August 14, 2019
9:30 am – 10:00 am – School Tour
10:00 am – 3:00 pm
Farmington High School, Farmington, UT

In attendance: Alan Ashton: Mountainland Region; Mike Liechty: Bear River Region; Robert Kilmer: Wasatch Front North Region; Lynn Sorensen: Uintah Basin Region; Jim Stock: Southeast Region; James Taylor: Wasatch Front South Region, Mark Anderson: Central Region, and Dave Gardner (Chair): Southwest Region.

USBE Staff Present: Thalea Longhurst – Vice Chair, Aaron Bodell, Andrea Curtin, Jonathan Frey, Buddy Deimler, Maren Hansen, Kim Herrera, Breckon Heywood, Ashley Higgs, Brandon Jacobson, Doug Livingston, Joel Marquez, Wendi Morton, Greg Richens, Lola Shipp, Kristina Yamada

1. Welcome – Thalea Longhurst and Dave Milliken

We are thankful to Davis School District and Farmington High for hosting. Everyone introduced themselves. New to consortium – Kristina Yamada, IT Specialist, Maren Hansen, Health Science/Protective Services/Personal Services Specialist. Thalea explained a few staff changes: Travis Cook and Tracy Silcott left USBE to work in Provo and Murray Districts. Brandon moved to take Travis' responsibilities with WBL and Financial Lit, IT/CS was split into two with Joel taking the CS spot and new Kristina taking the IT spot. With Joel taking CS, Maren was hired for the Health Science spot, and Erin Britt was hired to take Tracy Silcott's spot. Jerri Sagers was also hired as a new School Counseling Specialist to replace Holly Todd.

2. Voting for Chairperson – Thalea Longhurst

Thalea thanked Dave Gardner for serving as chair the past year. Alan Ashton nominated Dave Gardner to serve as the chair again this year. Lynn Sorenson seconded the nomination. The voting was unanimous to have Dave continue as the chair for the 2019-2020. It was then brought up that we should have Dave serve for multiple years. He has already served for about 4 years. Robert Kilmer proposed that the CTE Consortium Chair serve for multiple years until the group wants a change or the chair wants to step down. Jim Stocks seconded the motion. The voting was unanimous to change the bylaws.

3. Approval of Minutes from May 15, 2019 Meeting – Dave Gardner

Dave asked for an approval of the minutes, with no one having any changes the vote to approve the minutes was unanimous.

4. Liaison Assignments & Regional Pathway Assignments – Thalea Longhurst/ Jonathan Frey

There were several corrections to the liaison assignments for 2019-2020.

Action Item: Andrea will make the corrections to the liaison assignments and attach to these minutes.

5. **2020-21 Pathways List** – Jonathan Frey

We have made several big changes. Currently for 2019-20 there are 59 pathways but for 2020-21 this list will be down to 37. The charts will be adjusted. For Perkins V the definition of a concentrator is 2 courses. The charts will be junior high to post-secondary. They will have a concentrator course. They will need to take three courses to be a completer including a completer course. We are also getting rid of the one internship course and instead having cluster internship courses. Charts will be coming out at a future Directors Meeting. We will be adding post-secondary connections.

6. **Program Approval Training** – Jonathan Frey

Jonathan will do a training on this process after the September Directors Meeting for about 1 hour. We want to alleviate as much stress as possible. These visits are to help LEAs. Alan Ashton said the new process is very positive. Dave liked that he was able to give USBE a list of teachers that they want to have visited.

7. **New CTE Schools Applications Due September 1, 2019** – Jonathan Frey

Due to Erin by September 1. Application is on the Program Approval Website, last tab.

8. **Perkins V Plan Update** – Wendi Morton

We are getting ready to release FY20 allocations soon. You might see them before Directors Meeting, along with other Perkins V information. You will not get an “official award letter” until after October 1. This is when the full federal award is received. Wendi will send out an email before that you can spend up to 30% of your grant award. Keep in mind the 5% cap for administration, some of you are close.

Needs assessment and Stakeholder Engagement committees have been working hard. The draft copy of the Needs Assessment Framework is in the CTE Consortium OneDrive. There are 6 required elements. If your grant is a regional application; you will only need to do a regional needs assessment. We would like your feedback on the draft Needs Assessment elements. Lola showed the template and the rubric for the questions. Your local needs assessment is due June 1. Local boards must approve it 30 days prior to that. LEAs must collect feedback and respond to feedback. You should start the process in January. We will be collecting stakeholder engagement from September to December. For your stakeholder engagement, please work with post-secondary, native American tribes, DWS board, homeless boards, and other stakeholders. We are working on surveys you can use and face to face meetings.

Action Item: Look at the Needs Assessment template and give feedback. The final copy will be sent out soon. It was suggested to add a timeline. Some data will be provided by the state, you will just need to analyze it –Jeff will send this out.

9. **School Counseling Update** – Kim Herrera

Kim shared a copy of the school counseling 2019-2020 calendar highlighting the Essentials Training and the Directors Zoom meetings. We are adding specific trainings for elementary school counselors. There is a new processes that have been streamlined and simplified for Accountability Reporting: Tracking Sheet, Deadlines, and Processes – you will be sending these pieces to Jerri at

jerri.sagers@schools.utah.gov. Revisions to the Performance Self-Evaluation Document & Evidence Box Guide have been added, “how they are collaborating with CTE teachers to make their 4-year plan for productive” is now part of the performance plan. One of the new performance measures is are the counselors collaborating with CTE teachers. We hope this measure will help counselors be more intentional about career planning.

Action Item: Make sure your school counselors are recorded in CACTUS by October 1 for the counselor ratio reporting.

10. Skill Cert Report – Robert Kilmer

The committee met yesterday; Robert has been re-elected as chair. 3rd party exam - LEAs need to add Certiport to Precision Exams, but you don't have to send verification to the state. Make sure the teacher submits the back up in the same order as the Precision Exams report. Teachers are frustrated with the 3rd party submission processes. Wendi suggested that we could use the Certiport reports for the funding piece on Certiport tests. We have to verify where students received the certification. The committee was supportive of getting the report directly from Certiport. Final testing numbers have increased. Get the data from your Skill Cert committee member. You don't get funding from both Skill Cert and Industry. It is one or the other. New tests are TAP3 and Guide Dog Training. There is a student score report. Encourage teachers to run this report and give to students.

11. Working Lunch Presentation - Precision Exams – Brock Smith

Brock shared a handout with the link to Standards Rating Tool and Industry Application. Please share with your advisory boards, parent/teacher conference, teacher meetings. They are working on the student portal. Please print certificates including the standards on the back.

12. Endorsement Name Changes – Breckon Heywood and Lola Shipp

Family and Consumer Science Endorsement and Business and Marketing Endorsement. There will not be a “composite” because Doug has a Composite Endorsement.

13. Industry Certification Applications – Breckon Heywood

Applications are due August 23 – Certiport Testing – Sarah will be doing training on Compass the new Console 8. Trainings dates will be sent out soon. One application per school. MOS certification can be given in 100 vouchers limits for equity purposes, instead of the 500. Wendi added the pricing list of items you buy on your own to the Directors OneDrive. This is a state level price. All exams except MOS come with one GMetrix exams. Make sure teachers are testing by December or the vouchers might be pulled and given to other schools. We highly encourage teachers to be at least at MS 2016. They do have versions for 2019. 2013 MOS versions are not funded. The Microsoft contract has not yet been approved, so teachers accounts are shut down for now. We are hoping that they will be up again in two weeks. We will be doing an Imagine Academy Training soon. The Imagine Academy has 10 MOS, 10 MTA, and 10 MCE certification. James asked for a training for Directors and then maybe have

Directors test.

14. Hospitality and Tourism Education Grants – Breckon Heywood

There should be a grant coming soon to purchase materials for the hospitality and tourism education grant. We are just waiting for the approved vendors.

15. College and Career Awareness and Digital Literacy Endorsements – Ashley Higgs

This is a new endorsement which is only a gateway into middle school. It will qualify them to teach CCA, Digital Lit, and Keyboarding. The new online new CTE Canvas Course will be complete in about a month. Other requirements: CCA New Teacher Training, Digital Literacy Methods Workshop, CCA Summer Conference, participate in a CTSO Event, current version of IC3, current version of Word.

16. CTE Scholarships – Ashley Higgs

We will be doing this via Adobe Sign this year. The verbiage will be changed just a little bit. We will be working with School Counseling to do a CTE Scholarship Webinar. We don't need an official transcript, but students will have to upload a transcript and two letters of recommendation. Students will also need to upload their skill certificates, so this is another reason for teachers to provide students with a copy of their certificates.

17. Physics with Technology – Doug Livingston

PwithT will be officially discontinued. Physics (Science) will match with Physics with Tech. All Physics with Technology teachers will be able to teach Physics. This year nothing changes, Precision Exam will still be available for the course this year. The course and the test will be discontinued starting in the 2020-21 school year. We should be able to shift teachers to Engineering courses. There are still some concerns with this change and the misinformation that teachers are sharing.

18. Agriculture Summer Conference – Buddy Deimler and Thalea Longhurst

Buddy proposed a travel seminar instead of summer conference covering 5 days (Monday – Friday). Two thirds of the Ag teachers are new and didn't go on these tours in the past. It would be about \$45 to the district and another \$100 from the teachers. It would be limited to about 110 teachers. Some of the questions were: costs, stipends, equity with other teachers, and taxpayer money. But the Directors were supportive of the idea. They will take the information to their regions.

19. Educators Rising State Conference and Competition Update – Ashley Higgs/Thalea Longhurst

School year 2019-2020 is a full roll-out for this CTSO. Please encourage teachers to start a chapter. State Conference will be held at Ogden Eccles Center on March 4. Registration will be \$25.00/person. The Educators Rising Utah website is available (USBE CTE weblinks) and additional information will be posted throughout the year. Make sure your teachers are on the TAP listserv. Webinars will be conducted to help your teachers.

20. CTSO Update and Finances– Thalea Longhurst

USBE is no longer using a fiscal agent for statewide management. CTSOs will be going through the grant management system. There are carry over funds from prior years. These funds came from LEAs, so we will be working out a formula to distribute these funds back to the LEAs. We will increase the national travel scholarships to \$400.00. There is a new policy and procedure manual that will be rolled out at the fall meeting.

21. **CTE Admin Training** – September 16, 2019 from 1:00 – 3:30 via WebEx or in the USBE Studio – Andrea Curtin

22. **Regional Reports** – Committee Members

Bear River – new Logan Director Mark Guymon

Central – no changes

Uintah – new Daggett Director Bruce Northcott

Wasatch Front North – November 4 is the STEM Expo and Pathway conference at the Davis Conference Center.

Wasatch Front South – no changes

Mountainland – Lyndsay Huntsman moved to Park City School District as the CTE Director, New in Provo is Clay Bingham. We will be focusing on CCA teachers and marketing this year. School fees are a big concern. The Board will be making policies to support this law. Keep an eye on this.

Southeast – New Emery Director Ryan Maughn, we will see you in Moab in November.

Southwest – Would like an updated state CTE staff contact list. Andrea said she would get it posted on the web and Jonathan will send out a specialist by pathway list.

23. Other:

- a. Adobe Create Utah – USBE CTE will be hiring a part-time temporary employee to act as a liaison with LEAs and Adobe.
- b. Doug – There are teachers that are on the ARL and SEOP's for Physics with Tech, so it won't be necessary. They should already have the Physic endorsement. CAD endorsement will change, and mechanical and architectural will be separate.
- c. Joel – The Computer Science Master plan was approved by GOED. We are working on the 6-12 standards. Kristi and Joel are working on the endorsements. We are also working on the CS grant applications and there will be a webinar for information about the grants. More information to come.
- d. Lola – Early Childhood 1, 2, 3 was changed from a, b, c. ProStart and Textiles are being updated.
- e. Ashley – We are holding one more PBL workshop at GTI, CCA teachers have first priority. Three days, September 19-21.
- f. Breckon – Would training for STS people on Certiport be helpful? Yes, was the response.
- g. Greg – We will be holding a high enrollment and low performing professional development in the spring in the Central part of the state. We did this last year. 9 tests were identified.
- h. Kim – Tina has been working on updating the counseling directory. Please send updates to Tina.morandy@schools.utah.gov
- i. Jonathan – Application for regional pathways was sent out.
- j. Thalea – Teaching and Learning has sponsored a training on equity lab training. USBE

got two million to reimburse teachers for getting a STEM endorsement. LEA has to apply for the \$ and you would reimburse the teacher. Endorsement lists will be up soon. We don't know what endorsements will be covered. Engineering should be on there.

- k. Jonathan will be holding a program of quality review training after the Sept 18 Directors Meeting.
- l. Next Consortium meeting will be at the GTI on October 24th.