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### Joint Meeting

#### 1. Welcome

#### 2. Appreciate Inquiry Interview

Attendees were paired up and interviewed each other about their CTE programs and thoughts.

#### 3. Elements of a High Quality CTE Program

Attendees were randomly put in 6 different groups and looked over and discussed a new article on high quality CTE programs from ACTE. The topics included:

1. Standards-aligned and Integrated Curriculum
2. Sequencing and Articulation
3. Student Assessment
4. Prepared and Effective Program Staff
5. Engaging Instruction
6. Access and Equity
7. Facilities and Equipment
8. Business and Community Partnerships
9. Career Development
10. Career Technical Student Organizations (CTSOs)
11. Work-based Learning
12. Data and Program Improvement

#### 4. Perkins Update

Wendi shared Perkins trivia and information learned at the Grant Seminar with Michael Brustein at UVU. Wendi also provided and explained the Training by Site documents in the Director's OneDrive. Jeff McDonald joined Wendi for a discussion about FAUPLs that included the calculations, negotiation process for locals and the state. A request was given to CTE Directors to provide feedback to Wendi and Jeff for negotiations on the State FAUPLs.

#### 5. Regional Reports

Regional reports were given by Southeast Region and Wasatch Front South.

### Secondary Meeting

#### 1. Welcome

#### 2. Board Rule Update

Thalea talked about three Board Rule updates:

1. R277-700 – Middle school requirements have changed. The language relating to “credit” has been removed. All the courses previously required are still required. Students and parents may request substitute requirements, but they must be similar to the course requirements or consistent with the student's plan for college and career readiness. LEAs will need to establish the course substitution policy and a way to appeal the process if denied.
2. R277-717 – High School Grading – Important definition: Comparable course is a course that fulfills the same graduation credit requirement.
  - Local board or their designees determine comparability

- Students must declare their intent in advance
  - New grades appear in the time period where the credit was earned; original grades disappear
  - Fees are subject to fee waivers
  - Concurrent enrollment courses may not be repeated
  - Retaking courses may have impact on non-USBE programs and scholarships
3. R277-705 - The Utah State Board of Education recently adopted new language to address college and career readiness for IDEA eligible students. Thalea is encouraging CTE to work closely with your Special Education Division as they work to address "Career Development Credentials" for the students they serve.

### 3. CTE At-A-Glance

Thalea shared the year's CTE At-a-Glance document. Everyone in attendance received a copy of the state document. The Regional and LEA documents will be coming out soon.

### 4. CTE Month

Happy CTE Month, February is CTE Month. There are resources online to help celebrate. March 2 is CTE/CTSO Day on the hill.

### 5. Pathways 2018-19

The final 2018-19 Pathway documents are being finalized and will be available online by the next CTE Directors Meeting or before. Information will be emailed as soon as it is available.

### 6. Online Survey

The online survey is now open in the Data Gateway. A step by step handout was included in the Director's OneDrive. This survey is required from each LEA and due by the end of February. Remember to have one teacher from each CTE program area gather the information from all the CTE teachers in their program area at their school and input the information once. Each program area at each school should enter a survey, not every CTE teacher.

### 7. CTE Scholarships and Banquet

The scholarship applications are due on February 15. Remember to register for the Scholarship Banquet in Eventbrite if you want to attend the banquet on Wednesday, April 25 at SLCC.

### 8. CTE Administrative Support Training/CTSO Report

For the first time we are going to hold a training for CTE support staff. An invitation was emailed to all CTE Directors and is available on the Director's OneDrive. Several Directors asked Andrea to email them a draft copy of the agenda so they could decide if it was appropriate and who to send. Andrea sent the agenda on 2/13/2018. Attendees can attend in person or via WebEx.

Wes Marler from Bridgerland Technical College (CTSO fiscal agent) wanted to thank all CTE Directors for the quick payment of the CTSO funds. Memberships were done through a new process and eventually these reports will be available in the Data Gateway. This year it is still a work in progress so we appreciate your patience.

### 9. Summer Conference

Summer conference registration opening date is April 1, even though it is a Sunday. All links and information will be online at the USBE website. Registration will be through Eventbrite. You will be able to register "ghost" teacher registrations again, but remember to cancel them if you don't use them or you will be charged for them. There will be no onsite registration! If you choose to use a PO for payment, we can only have one PO for the whole LEA, not individual POs for individual teachers. If you have a teacher that registers with your PO number and then changes districts you are still responsible for that registration.

### 10. CTE State Funding Update

Jeff explained that he recently uploaded your FAULP documents in the CTE Finance SharePoint site. If your institution has not met a target, particularly for three contiguous reporting years, please contact Jeff to negotiate decreasing your target(s) for 2018. Below is an example of how to derive a new lower target if necessary:

The rule that OCTAE (f.k.a. OVAE) uses for the States is the greater of the most recent actual or the most recent three-year average. For example, suppose the 2018 target for indicator is 87.00%, and has been missed for several years. Actuals are 74.98% for 2017, 76.44% for 2016, and 71.01% for 2015. The three-year average of 74.98% for 2017, 76.44% for 2016, and 71.01% for 2015 would be 74.14%. As the 74.98% actual for 2017 is greater, you would use that number plus a 1% increase. So the new proposed lower target for 2018 would be  $74.98\% \times 1.01$ , which is 75.73%. All negotiated targets are due by May 1.

Wendi talked about membership auditing and the problems they are seeing. She will make a list of the things that are needed for improvement and send this out to Directors. Directors using ASPIRE asked Wendi to work with the ASPIRE team to make sure they can run the reports that Wendi needs. Wendi said in the future there will be more risk based monitoring.

### **11. Specialist Roundtables: Attendees were given the opportunity to attend two 30 minute discussions on the following topics.**

- 1. Work-Based Learning Statewide PLC (Travis Cook, Mike Liechty, Dave Gardner)**
- 2. CTE 6<sup>th</sup> Grade STEM Course (Doug Livingston, Brandon Jacobson, Pearl Hart)**
- 3. New and Improved Program Approvals (Laura deShazo, Breckon Heywood, Greg Richens)**
- 4. Middle School Requirements (Ashley Higgs, Thalea Longhurst)**

### **12. Additional Items:**

1. Thalea told Directors that the following course were being combined: Introduction to Graphic Communication, Desktop Publishing 1 and 2, Digital Media 1 and 2. The new course will have the course code for Introduction to Graphic Communication 40.10.00.00.040. The final name has not been determined. CTE specialists have met with Teaching and Learning specialists to talk about this course also having the opportunity for Arts credit.