CTE Consortium Meeting Notes
Wednesday, October 14, 2020
9:00 am – 12:00 pm – Zoom

In attendance:

**Regional Representatives:** Southwest – Dave Gardner, Chair; Southeast – Jim Stocks and Carrie Strecker; Central – Mark Anderson; Mountainland – Alan Ashton; Wasatch Front South – James Taylor; Wasatch Front North – Robert Kilmer; Bear River – Mike Liechty; Uintah – Lynn Sorenson

**USBE Staff:** Thalea Longhurst – Vice Chair, Jonathan Frey, Andrea Curtin, Buddy Deimler, Maren Hansen, Ashley Higgs, Doug Livingston, Greg Richens, Lola Shipp, Kristina Yamada, and Kim Herrera

1. **Welcome** – Dave Gardner

2. **New Behavioral Health and Social Services Pathway** – Lola Shipp and Maren Hansen
   It will be in the Human Services Career Cluster. There is an estimated 26.8% job growth in Utah with a median income of $41,000. Intro to Behavioral Health and Human Development courses have already been written for the introductory courses. Community and Family Service, Individual and Family Health, Personal and Family Health, and Completer Courses are being developed. We would like to do some pilots next year in the 9th grade. Please let us know if you would like to participate. Strands were shown and careers associated with each strand. Who can teach - FCS full, Into to Health. We are working on an endorsement with a canvas course and/or summer conference training. Adult Roles course will be cut in 2023 because it does not align with a career. Nebo would like to do a pilot.

3. **Business and Marketing Endorsement Forms** – Breckon Heywood
   Some of the endorsements went through a name change. Business Marketing Basic (used to be 6-8), Business and Marketing Essentials (used to be Core), Business and Marketing L1 Information Management and Business Management L2 Information Management – these were split into two levels. They are now currently on the web.

4. **PluralSight and Adobe Licenses** – Kristina Yamada
   Remind CTE Directors to register to be an administrator for PluralSight. Here is the link to sign up: [https://vimeo.com/showcase/5338434/video/280223757](https://vimeo.com/showcase/5338434/video/280223757)

   **Action Item:** Kristina will make a flyer and a list of courses that would qualify as part of the endorsements.

5. **CTE Scholarships** – Ashley Higgs
   We are getting ready for CTE scholarships. There will be a webinar on Wednesday, October 21 from 10:00 – 11:00 am to discuss Tips and Tricks to Prepare Students for the CTE Scholarship Application Process. This presentation will outline the process for

ADA Compliant: October 2020
submitting a CTE scholarship application, including updates to the application process, what is required, and what will make a student stand out. There are fewer scholarships this year. USU Moab, Price, and Blanding will not be participating. Invite your coordinators, counselors, and Pathway Coordinators or other staff that help with scholarships to attend the webinar. This presentation will be recorded for those who are not able to attend. A follow-up email with the link to the recording will be sent out once it is available.

Join Zoom Meeting
https://uetn-org.zoom.us/j/82101019173
Meeting ID: 821 0101 9173
Passcode: TTPSCS

6. **Skill Certificate Program Performance Assessment** – Greg Richens
   We have a performance document associated with the skills test. Teachers need to fill out the performance document and they need to assess which students pass the performance piece at 80% as a component of the skills certificate. We are seeing a red flag when teachers report the exact same number of students passing the performance and the test. Please talk to the teachers about this. Greg is willing to help train teachers if necessary. James suggested that there should be a training module for skills testing and this could be part of it and add this online or maybe a little clarification on the document could also be added.

7. **Safety Training for New and Existing CTE Teachers** – James Taylor
   The LEA committee is working on a common form to all LEAs. They are also working on an equipment list in collaboration with State Risk Management. They would like to create a common CTE Safety canvas courses. LEAs will be responsible to make sure the teachers take the course and are properly trained. It was suggested to reach out to regional service centers for smaller LEAs.

8. **Websites** – Thalea Longhurst
   Please look at the list of USBE website changes document in the OneDrive and see how these impact your own district/school websites. This information will also be sent out Monday in the CTE Connections email. Please help keep your LEA websites up to date.

9. **Student Recruitment Guide** – Thalea Longhurst
   We created videos for 5 high demand careers as part of this grant last year. We hope you are using these videos. We also have finalized a student recruitment guide. It will be a living document on the web soon as soon as it is ADA compliant. We hope that you will use it to help recruit students to your programs and have equitable access. The goal is for you and your teachers to pick a few things to work on as suggested in the document. Share it with your teachers. Please let us know how you are using it and updates that are needed. The Directors gave very favorable feedback on the document that was shown and are excited to use it with their teachers.

10. **CTE Staff Updates** – Thalea Longhurst
We have great staff and you are stealing them. We have not yet been able to replace Aaron Bodell, Skilled and Technical Education Specialist. We are looking for a great leader with excellent content knowledge. Is there anyone you would recommend? Brandon Jacobson is now at Canyon School District. Joel Marquez left us to go to Code for Success. Breckon Heywood has accepted a new assignment to move to GFL/WBL. So, we are looking for a new Business and Marketing Specialist. We also lost Susan Loamanu, an office specialist, to retirement. Please give us suggestions of people that might be great up and coming leaders in these areas.

11. **CTSO Update** – Thalea Longhurst
   a. We are moving forward with CTSOs this year. Membership will count. The first counts are pulled on November 15 and sent to Directors around December 1. All Fall Leadership Conferences will be virtual this year. It really does not cost less for virtual. It is just a shift in expenses.
   b. Would like feedback on virtual vs. in person.
      a. Nebo is in a waiting pattern for travel no overnight. Cache is not approving overnight trips. Morgan is also on no overnights. Granite has restricted travel even for day trips.
   c. We still have money for CTSO grants.
      a. When LEAs know more on travel then they may need funding to help with travel. This is an LEA grant not a consortium grant. The grant application will be open if you have something we can help you with.

12. **CTE Directors Meetings Planning** – Thalea Longhurst
    Thalea showed a list of suggested topics/training for future CTE Directors Meetings submitted on the Microsoft form. The Directors picked the following topics to cover in upcoming meetings.
    a. Finance is a good on going item.
    b. Work-based Learning update
    c. Review and verified instructors – how to do this? Date Gateway Reports
    d. Review of endorsement forms – Adobe forms/NOCTI exams
    e. Developing pathways across regions, both secondary and post-secondary

13. **Reminders:**
    - Presidential Scholars Due October 23
    - CTE Special Projects Grant Due October 30
    - Register for CTE Directors Meeting on November 10, by November 6: https://www.eventbrite.com/e/cte-directors-november-2020-statewide-meeting-registration-124280509349

14. **Specialists and Regional Reports** – Committee Members
    a. Breckon – virtual summer conference attendees were sent out on a Monday email.
    b. Jonathan – if you have problems with CACTUS and qualified teachers, please let Jonathan know. There are still 500 teachers that have issues and we are trying to catch all the errors. We are trying to clean it up by end of October. CTE will still be keeping the endorsements with content.
    c. Mike – Cache County high risk area now. We are just hoping to keep the schools open.
Right now we are in person, but on shorter days. Only 200 students chose online schedules.

d. Jim – we are doing well. We are wearing masks, but we are in person at school.

e. Robert- we are moderate and in person wearing masks.

f. Mark – we are the same, trying to keep schools open. Vendors are coming out of the woodwork with courses online.

g. Lynn – we are flying low on the radar. We are in person. Only a couple 100 online students.

h. James – we are living the Camelot dream. This has been the best year with the kids wanting to be in school. The kids do not love online. The students are very engaged in school right now.

i. Alan – we are doing blended learning. My region is wondering about the 10 day rule with quarantine? Some concerns about CTE staff getting back to people in a timely way. Remote proctoring for spring, do we need to pay now? James paid for remote proctoring now for all 9 schools.

j. Dave – Washington is 4.5 days a week in person. The kids and teachers are excited to be back.

**Upcoming meeting dates:**

- Wednesday, December 2, 2020 – Zoom – 9:00am – Noon
- Wednesday, March 17, 2021 – USBE North and South Boardrooms (tentative)/Zoom – 9:00am - Noon
- Tuesday, May 11, 2021 – USBE North and South Boardrooms (tentative)/Zoom – 9:00am – Noon