



CTE Consortium Meeting Notes
Wednesday, December 8, 2021
9:00 am – 12:00 pm
CTE Blue Room and Zoom Meeting

1. **Welcome** – Dave Gardner, Chair
2. **Introduction of New CTE Staff** – Welcome Ephraim Zamora to USBE. He will be taking Murray Meszaros' position. He will be full time with CTE. He will also work on projects related to ensuring that students from special populations groups are receiving the full benefits of CTE.
3. **Strands and Standards Update** – All updated course standards went before the full Board at the beginning of December and were approved. TAP 3 was reviewed again in committee and will go to the full Board in January for approval.
4. **CTSO Membership Data** – We are seeing some duplicated CTSO memberships within LEAs, especially with students registered at a junior high and a high school. We are also seeing it with the same student registered at their home school and at their tech center. Watch for duplications. We can only count them once. Remember to have your students registered nationally by March 15, 2022 to be counted in the final membership draw on April 1, 2022.
5. **CTE Scholarships** – Applications are live. There was a delay in scholarship confirmation for UVU, but we have them in now. 97 scholarships are available. See the website for more information.
6. **State Funding Discussion** – CTE has identified two issues while reviewing course membership form 2021:
 1. SIS administrators in LEAs are not aware of how to download the membership report from the CTE Data Quality Report that is in the Data Gateway. Please review with your SIS administrator that the report is available and allows for LEAs to run current year reports against what the LEA is submitting to UTREX.
 - a. This is important because we found that last year some LEA's had records that were not showing up in the Data Quality reports.
 - b. Many of you are watching closely and correcting the error reports but did not notice that you had missing course sections.
 - c. Please review the current year and if you catch this during the reporting year it is easier for us to figure out why and find solutions.
 2. CTE with the help of some LEAs data review have identified one Data Quality Report issue that impacted some LEAs during 2021.
 - a. We identified that the "Instructional Setting" of ON was not included the CTE Data Quality report for all LEAs. Only LEAs with online approved schools included the ON instructional setting.
 - b. This means that LEAs who offered online course sections through a face-to-face "Where Taught" school were missing from the Data Quality reports. Which also means those records were not included in the ADM calculation and resulting add-on funding for those LEAs

- c. There were only five LEAs who's ADM was impacted greater than 2.5 AMS. Wendi will be contacting the 5 LEAs who have higher impacts to their ADM calculation over the next couple of weeks. It may take into January to get it all resolved for those LEAs.
- d. We did a review of 19, 20 and 21 school years. This was only a problem during the 2021 school year.
- e. We have requested an adjustment to the script to add "ON" for all LEA and anticipate that will be added sometime during December.
- f. Impacted LEAs are listed below. The highlighted LEAs are those who are impacted over 2.5 ADMs.

- Alpine District
- Box Elder District
- Cache District
- Carbon District
- Davis District
- Duchesne District
- Garfield District
- Iron District
- Jordan District
- Millard District
- Nebo District
- Utah County Academy of Science
- Park City District
- San Juan District
- Sevier District
- South Summit District
- Tooele District
- Weber District
- Logan City District
- Roots Charter High School
- Murray District
- Summit Academy High School
- Freedom Preparatory Academy
- Merit College Preparatory Academy
- Real Salt Lake Academy High School
- Providence Hall

- 3. Zero Membership from 2021 – Wendi and Jeff are still working internally to identify why this was a problem. So far, we have found:
 - a. All sections that showed zero membership in the Data Quality Report also show as zero in the UTREX submission.
 - b. USBE IT team has reviewed and tells us that LEAs were not submitting membership for those sections and could not identify an issue on the USBE side.

- c. Many of you have reviewed your own data and believe that the membership was being reported.
 - d. We have identified that the problem only impacted Non-Aspire LEAs. USBE CTE plans to continue investigating the problem.
 - e. If you have issues during the current year please let us know.
7. **Perkins Targets** – We have the targets completed for secondary. We met all targets except work-based learning and career readiness. There was a 10% drop. We might need to open the state plan and reassess the targets and if we don't meet for two years we go into corrective action. We know it is because of Covid, but if we go into corrective action it would be a lot of work. Right now, they have not given any waiver opportunities. You will receive an email with the target reports. Post-secondary is not done yet, but we will have them soon. We will be sending out the PDF, Excel, and the gap charts. We are going to try to get you the information before holiday break so you can see the data before the required data meeting in January.
8. **Surveys and Comprehensive Local Needs Assessments** – The survey links are available if you want to use them for feedback. They are not being used. If you don't want the surveys, please let Jonathan or Wendi know and we will pull them off. We also have the local needs assessment handbook on the website for you. The state auditors are aware of Perkins V and LEAs need to have your needs assessment materials available for them. You need to have specific stakeholder groups' feedback. You also need to be specific on special population gaps and how you are working on these gaps. Make sure all LEAs in a Consortium are all working together. It is recommended for the fiscal agent in a Consortium to keep all the data backup as well.
9. **Regional Reports** – Committee Members
- 1. Bear River – Regional CTE meeting tomorrow. Logan SD having a hard time finding a CTE Director. The position is open again.
 - 2. Uintah Basin – Big conference was a huge success. We are working on our needs assessment.
 - 3. Central – Continuing efforts with Snow College. We are continuing our marketing for CTE. Good jobs challenge – we are working with Snow College on this.
 - 4. Mountainland –
 - a. Tech College is changing to credit hours. Jonathan: nothing formal has been announced by USHE – we will get more information from USHE and assess the impact of any change on secondary CTE.
 - b. Requested an updated on the WBL endorsement. Breckon: the endorsement is ready to go and she has helped a few go through the process already. It will be on the website soon. There are two Canvas courses that will be available for methods courses.
 - c. Question about leadership money application. Wendi: This money is for teacher retention and professional development. They application is coming soon. We need an FTE count by region.
 - 5. Southeast – no report
 - 6. Southwest – reminder that Utah ACTE is February 4-5, 2022 in St. George. We can give you a drive by the CTE high school.
 - 7. Wasatch Front North – Meeting next week
 - 8. Wasatch Front South – Early conversations regarding an apprenticeship grant for

construction and IT. Meeting next week for all CTE Directors, college presidents, and superintendents. Pathway to Professions is in February 2022.

10. Other Items:

Specialists –

Buddy – 60,000 at National FFA

Lola – All the FCS new courses were approved.

Greg – We are working on some best practices sessions for Skill Cert for summer trainings.

Breckon – GFL: some districts are identifying alternate courses for Financial Literacy graduation credit. State statute requires specific state standards and an assessment. The new FCS course doesn't align with the state standards. We are working with administration to determine how much, if any, flexibility there is for LEAs.

Racheal – Marketing discontinued – replace with capstone course. We are working on developing a wealth management course for the future.

11. Next meeting dates:

- Wednesday, March 9, 2022 – Blue Room or Zoom – 9:00 am - Noon
- Tuesday, May 11, 2022 – Blue Room or Zoom – 9:00 am – Noon