



CTE Consortium Meeting Minutes

Wednesday, August 15, 2018

8:30 a.m. – 12:00 p.m.

Nebo School District, 350 South Main Street, Spanish Fork, UT in the CTE Classroom

In attendance:

Dave Gardner – Chair, Southwest Region

Alan Ashton, Mountainland Region

Mike Liechty, Bear River Region

Robert Kilmer, Wasatch Front North Region

Lynn Sorensen, Uintah Basin Region

Jim Stocks, Southeast Region

James Taylor, Wasatch Front South Region

Mark Anderson, Central Region

USBE Staff Present: Thalea Longhurst – Vice Chair, Aaron Bodell (via WebEx), Andrea Curtin, Buddy Deimler, Kim Herrera, Breckon Heywood, Ashley Higgs, Brandon Jacobson, Doug Livingston, Jonathan Frey, Wendi Morton, Ashley Higgs, Pearl Hart, Travis Cook, and Greg Richens.

1. **Welcome** – Dave Gardner welcomed Jonathan Frey as the new CTE Coordinator at USBE and Mark Anderson representing the Central Region.
2. **Election for the 2018-19 Committee Chair** – Mike Liechty nominated Dave Gardner as chair for the 2018-19 year. Alan Ashton seconded the motion. No other nominations were made and the nominations were closed. Thalea called for a vote. The voting was unanimous. Dave Gardner will serve as chair for this school year. Dave was grateful for the support.
3. **Approval of Minutes March 23, 2018** – Dave called for discussion of the minutes. Action items were reviewed. Robert Kilmer made a motion to approve the minutes. Jim Stocks seconded the motion. The motion passed with a unanimous vote.
4. **Dates and Locations for 2018-19**
 1. Wednesday, October 17, 2018 – Alpine SD, Room 315 – 10:00am – 3:00 pm lunch sponsor Alpine SD

2. Wednesday, January 16, 2019 – Alpine SD, Room 315 – 10:00am – 3:00 pm lunch sponsor Alpine SD
3. Wednesday, March 20, 2019 –Nebo SD, CTE Training Room – 10:00am – 3:00 pm lunch sponsor Nebo SD

5. **Perkins V** – Thalea Longhurst/Wendi Morton

Perkins V has been approved and signed by the President on July 31, 2018. It is officially called, “The Strengthening Career and Technical Education for the 21st Century Act”, but we will refer to it as Perkins V. Some of the highlights are:

- There are more definitions and more reporting. The old law has 34 the new law has 55 definitions. The new definitions should be helpful to us and a lot of them are linked to ESSA.
- The purpose of the law stays the same. It is improving career and technical education. There is more accountability in how you are spending your funds.
- LEAs will continue to apply for the funds. It will be a four-year application. Your funding will tie closely to what you put in your application and your outcomes. There are still minimums for funding and some of our LEAs will not qualify, so if you are in a consortium you will probably need to be in a consortium in the future.
- Perkins V provided for a six-year authorization with a 10.5% increase in funding recommendation over the six years.
- We will need to write our state initial plan and a transition plan. Wendi will be sending out a survey. She will be asking for help on several different committees to write the plan. This will be an opportunity to change the process and make plans for the future of CTE in the state. She would like many of the committee members to participate. Some of the committees will be around the budgeting, application, funding accountability, targets, etc. Wendi thinks it will be better to do it in sections. The transition plan is due by April. We have to have public comment on the plan and work with the Governor.
- Another change is with Maintenance of Effort (MOE). It is the state’s efforts in dollars of their support of CTE. This support has to increase each year. State can reset at the beginning of Perkins V by a of 5% decrease. We will do this. This is not the same as your LEA MOE.
- Break down of funds – 85% locals (currently 60% to secondary and 40% to post-secondary), 10% leadership and development, 5% for admin. These percentages stayed the same. There are funds that have to be pulled out for corrections and nontraditional. The ceiling for these programs changed a little.
- One change is there is a new focus on under and unemployed and special populations (individuals with disabilities, economically disadvantaged families, nontraditional fields of study, single pregnant women, and English learners). They are adding the following: homeless individuals, children that have left or aged out of the foster care system, and children that have a parent serving in the military in active duty. We will need to track in Utrex. Some money must go to recruit for special populations.
- Perkins funds will be available to use as early as grade 5.
- Many indicators are tied to ESSA.
- CTE Concentrator is defined – at least two courses in a CTE program of study. Utah will work with OCTAE and other states to see if there is flexibility in this definition. Most states think it needs to be more than two courses.
- Required secondary performance indicators are: graduation rate, academic attainment, placement, % of concentrators in non-traditional field of study, not less

than one indicator of program quality that are one of these three: attainment of post-secondary credential, attainment of credit in post-secondary credit, and participation in work-based learning.

- Required uses of funds are consolidated and permissible uses of funds are expanded.
- July 1, 2019 transition plan starts. Four-year state plan starts July 1, 2020.
- Needs assessment every other year – We will need to do something as a state and LEA/Consortium will need to each do one as well. There are very specific things that need to be included in the needs assessment.

Action Item – Kim to send the special education report to Wendi.

6. Year of Technical Education – Thalea Longhurst

UTech is continuing to lead the charge of the Year of Technical Education and the townhall meetings. They have hired a marketing company to do media promotion. Jared Haines will give an update at Directors Meeting. Keep your own marketing efforts going. Resources will be available on our website at: <https://www.schools.utah.gov/cte> under the tab townhall meetings. Videos will be loaded on UEN from American Graduate, look at: <https://www.uen.org/americangraduate/videos.shtml> These are tied to Utah Futures. Good content that is Utah specific.

Action Items: Send dates of town halls to Andrea. We will get on website.

7. CTSO Audits and Survey – Thalea Longhurst/Andrea Curtin

Every other year we monitor Utah's CTSOs both financially and by program. A survey will be sent out next week for feedback. Please send to your local chapter advisors and fill it out yourself. We want your feedback. It will close September 16 at midnight. The feedback will be given to the state advisors and they will develop improvement plans.

8. CTE Presidential Scholars – Thalea Longhurst

This is the third year for CTE to have Presidential Scholars. Utah has been well represented. We have had at least one presidential scholar winner in CTE each year. The application will be sent out next week. Remember that each LEA can only nominate ONE student. The state can only move forward 5 CTE students from our state so send us your best nominee. Nothing is required from the student. They must come from one of the 5 sectors/pathway listed on the application. The deadline for your nominee is October 26.

9. Project Lead the Way – Doug Livingston

Background: Project Lead the Way and Utah courses are currently being run in parallel. Those that are working with Project Lead the Way can continue and those using USBE Strands and Standards can also continue. Higher ed would prefer that LEAs use the Utah course code for concurrent enrollment purposes. You can still use the curriculum of Project Lead the Way curriculum, but to get the concurrent enrollment you need to use the Utah course codes. Regional feedback is desired: Should we discontinue Project Lead the Way course codes and only use Project Lead the Way as curriculum only? The industry exams would still be available.

Action item: Talk to regions and give Doug input by September Directors Meeting.

There was a **question** on course names: For example: Financial Literacy is taught under 100 different names. How important is the name? Wendi replied: When we do monitoring we look to

see what the name is and if it is the correct code. If it is condensed it is OK, if it is tied to the course and standards it is OK. But if it is the same name of another course or a name we can't see how it ties to the course this is NOT OK.

10. Computer Science Taskforce – Brandon Jacobson/Ashley Higgs

Showed taskforce work and emphasis – after the meeting Brandon sent the PowerPoint to the committee and a copy was placed on the OneDrive.

There was a **question** on an endorsement issue questions for Digital Business Applications. After the meeting Brandon sent the committee the following:

The Digital Business Application course vs endorsement conversation came up during consortium. The issue was that prior to SY 2017/2018 the Business and Marketing Core endorsement allowed educators to teach this course. A change was made that removed this course from that endorsement. The current endorsements allowed to teach this course include: Business and Marketing IT and Business and Marketing CTE/General.

Here is what we found out: Based on the educators in Cactus that show this assignment, there were only 10-15 educators having this issue. Rather than making an entirely new endorsement to facilitate this issue, allow us to work on a case-by-case basis with these 10-15 persons. Please look at your educators and their assignments, make sure they are accurate and up to date if they are teaching DBA. If your educator shows not qualified, let Breckon know. We feel we can best serve you, the LEA, educator and the students throughout the state best through this measure.

11. Future Workforce (face to face events) – Ashley Higgs

Ashley was contacted by a vendor that is willing to come to Utah and hold an event similar to pathways to professions. Are we interested in this? Some of the questions were: When? – fall or early winter. It would be hands on – career cluster focused. This would be focused on younger kids – 5-8 grades – max 1,000 kids this year. 3,000 kids in the future. There is no cost to us, but the directors are concerned about how they are getting the money for this. If they are getting it from Utah businesses, then we would rather they don't ask so they support the events they already support for the LEAs. The directors asked Ashley to get more information and ask for names of people who you have worked with in the past and the funding.

12. Skill Certification Program Update – Robert Kilmer/Greg Richens

Yesterday the Skills Committee met. Attendance at the meeting has been a problem. Thalea asked that they make WebEx available for this meeting to make it possible for rural areas to participate. If a committee member can't make it, they should provide a substitute.

Testing results were shared. There were 275,708 tested and 114,347 certified, average exam score of 73% last year. We are reviewing the test weights. Most of the CTE skills tests will stay about the same, but the USBE staff will go through each test and make sure it is correct. Thalea will work with staff on weighting. Greg will work with a rubric for industry exams.

Directors voted to keep the current weighted system the same this year and incorporate the new weighting next year.

New exam reports are available. Everyone will have access to this report by log-in rights. You will be able to look at each strand for a test and see how they are performing by standards or by teacher by standard. This could help in determining professional development for a teacher or course. We are going to the new version of the software at the beginning of September. There might not be a lot of data in there at the beginning. The old site data will be there for certificates

for 4 years. One of the new things will be the students will be able to log in themselves and pull up their skill certificates. Performance skills are being incorporated into the strands and standards. Brandon is adding several new tests and industry exams. Workplace skills and CTE internships now have a skill certificate exam tied to the course. The next meeting will be held at Adobe in Lehi on March 19, 2019.

13. **School Counseling Updates** – Kim Herrera

- Calendar –
 - i. Updates and Essential Training open for MIDAS registration. Share out this required training with your counselors.
 - ii. Director and Counselor Leadership Meeting/Training – October 24 – 1:00-3:00pm

Action Item: We would like you to share out this date October 24 about the training with your regions. It will be on Zoom online training. We would like as much participation as possible.

- Accountability Tracking Sheet
 - i. Compliance tracking
 - ii. October 1 update CACTUS this is where we pull the counselor to student ratio report
 - iii. Interim review and USBE reviews – we would like directors to be part of the reviews. Davis SD had a very positive experience because the CTE Director attended ALL the reviews. He helped solve problems in the moment or will support change. Please try to be at these reviews. It really helps.

14. **CTE Monitoring Visit and Funding Update** – Wendi Morton

August 27-31 will be our federal monitoring visit. They might want to interview some people, but there will be no site visits, but we might be calling you about projects grants. You are welcome to come sit in and participate if you are interested. Data is getting cleaner on Data Gateway. We are adding new reports to the gateway. Grant management system is a work in process. Look for information on reimbursements. There are few applications that needs to be corrected. Funding update coming. Going up from estimates. We will have a new allocation for new grant applications was given. Spend FY18 grants before FY19 funds. If you have money left please use it, don't send it back. There have been a lot of questions about CCA funds because of the changes in board rule. We are going to keep the funding the same for this year. But we will be looking at ways to be more equitable. If you are not offering it as a stand-alone class it makes it hard to calculate funding. Monitoring membership rotation – you will be hearing from us soon. Sarah will be sending a help sheet hopefully helping you with the process.

15. **LEA Website Discussion** – Thalea Longhurst

Where do parents, legislator, and students find information? From your website, not really from ours. Some of the schools and district website are lacking information: not current logos, no CTE pathway information, etc. We have been asking directors to focus on creating better websites for a few years now. Do directors want the information we are tracking on their websites – good and bad? The directors said yes. They do want us to monitor the websites and give them feedback. Some improvements have been made, but we want to make more improvements. We will talk about this again in Directors meeting, but several on the committee wanted the information now. Andrea will put a copy on the OneDrive. We will look at your web as part of the program approval process.

16. **Southeastern Utah CTE Directors Meeting November 2019** – Thalea Longhurst

We want Directors meetings to be professional development opportunities as well as information sharing. We have talked about doing a meeting in Southeastern Utah possibly in Moab. We can only get state per diem in November so we would try to do it early in November. Most of the meeting would be spent on a bus visiting some rural schools and talking about how they run their programs. We would also visit natural resource sites or industries in the area. The directors thought this was a positive idea. James talked about CTE being one of the only education areas that cares about what other schools and areas are doing. It will not compete with December 4-7 ACTE. We are still waiting to hear if post-secondary will be joining us or if it will be a secondary meeting only.

17. **Other:**

- **Jonathan** – Big CTE Spreadsheet will be given out in Directors meeting. This will be a living document. Jonathan will want your feedback.
- **Pearl** - Support teachers on how to report industry exams. Food handler permit was hard for teachers. A teacher list will not count. It must be a copy of the permit or work with health department. Washington School District is having the kids turn in a copy of their permit for part of their grade to help with the testing verification.
- **Robert** - Regent scholarship being focused on college prep. Tell Robert your concerns. He is on a committee with legislators about the problems. Part of this is being talked about with the graduation taskforce. This year will be a telling year to see how much \$ each applicant will receive so perceptions should change because no one knows how much each student will get. It will depend on number of applicants and the need.
- **Travis** – College and Career Awareness teachers and classes should be your way to leverage CTE to students.
- **Brandon** - SB 93 funding – there was some money left. We are hoping that we might be able to have new applications and it will be reallocated.
- **Kim** – We received funds for elementary school counseling this year and we are about to fund 56 FTE for elementary school counseling with the new funding.
- **Greg** – 31,496 students took industry exams last year. We couldn't count all of these because verifications were not sent in. June 30 is the deadline. Please get your verifications in sooner. Over 5,000 records didn't get funded for lack of verification. Please have your teachers send in their verification early. If you get your verification in after June 30 you can still get funding, but it goes into next year.
- **Mike** - SHI did the Adobe contract for the state. This is the last year of the SHI Adobe contract. Adobe is now proposing a new statewide contract starting next year. Brandon and Aaron are working on this. If approved, all students and staff will get a named license. One of the concerns is who would manage all the student accounts? Granite and Davis are doing a pilot this year to see how this works. Jim – already bought a VIP license and wants to know if they can switch over.
- **Alan** – was concerned about his membership audit this year. He suggested that you give your superintendent and others knowledge about the audit before the letter comes to them with the findings.

Next meeting is October 17, 2018 at Alpine School District.