

## CTE Steering Committee Meeting #2

March 17, 2010 • Morgan Hill Room

Time Keeper: David Matuszak

3:00- 5:00 pm

Recorder: Tonette Slaverio

**Attendees:** Jan Bergkamp, Dora Beyer, Dane Caldwell-Holden, Jodi Edwards-Wright, Jody Ewings, John Fox, Stefani Garino, Lisa Gonzales, Paul Hay, Dave Hoshiwara, June Kadoyama, Tabitha Kappeler-Hurley, Sylvia Karp, Kathleen Masner, Dave Matuszak, Tim McGuire, Adrienne Moberly, Seda Otto, Susie Pierson, Sonja Romero, Jackie Slabaugh, Tonette Slaverio, Tom Mullin, Erin Gemar, Margaret Bdzil, Brenda Childress, Mark Clark, Helen Donald, Russell Hayden, John Hogan, Angela Hughes, James Kuenzi, Patty Nation, Kathryn Price, Kathy Rich, Pat Waite, Steve Tedesco

Topic:	Process	Minutes
1. Agenda Review	Lead by Alyssa	The meeting was called to order by Alyssa Lynch at 3:00 PM. The new mission statement was shown on the overhead as she reviewed the agenda and explained what we would be doing during our meeting.
2. Minutes Review of SC Meeting 01/13/10		The minutes of the meeting last January 13, 2010 were reviewed and approved. Based on the activity from the first SC meeting, the number one suggestion on how to provide rigorous, engaging, cutting edge career programs in Santa Clara County was to connect business & education. Thus, several business partners were present at SC Meeting #2.
3. CTE Month Recognition		June Kadoyama of Morgan Hill Unified School District was recognized for her role in celebrating Career Technical Education Month in February. She was presented with a certificate and asked to tell the group about some of the activities she and her students were involved in for CTE Month.
4. Preview of Spotighting 21st Century Career Choices	Review	A 3-minute video spotlighting the Gilroy HS Culinary was presented. Stefani commented on the video since it was a GHS student featured. She mentioned that this particular student started her freshman year as a pre-gang member who was into rock music. Being enrolled in the culinary program has changed her life. She has been accepted to a local culinary arts college and serves as a mentor to other students. She also helps the teacher who volunteers at a local children's center.
5. New Business Partners	Introductions	<b>James Kuenzi</b> ( <i>San Jose Home and Garden Show</i> ) shared opportunities for our districts/students to be involved in his business and for him to partner with education. A flyer about the opportunities was in our folders. <b>Russell Hayden</b> ( <i>Firefighters ABC's</i> ) shared about an upcoming opportunity for students to attend a seminar workshop to find out more about the firefighters profession. He passed flyers out to the group. <b>Pat Waite</b> ( <i>Going EverGreen</i> ) is partnering with the COE with a focus on green careers. He will offer internships and integrate sustainability into the program. For more information, see <a href="http://www.goingevergreen.org">www.goingevergreen.org</a> . <b>Angela Hughes</b> ( <i>SCC Federal Credit Union</i> ) says she is also working on developing student internship programs and she mentioned a program called "Bank on San Jose" which she plans to implement with students.

**Patty Nation** (XILINX) is involved in a global education leadership program where she works with schools to develop educational ecosystems. She has been working with Leigh High School on this and she just got back from India where they will start another business/education partnership.

**Steve Tedesco** (Junior Achievement) focuses on getting into schools and working with students on career awareness and entrepreneurship.

**Helen Donald** (ComEdDa) spoke about Internet, Math, and Language integration, and providing certification for students.

6. Tech Prep Demonstration Grant Application \$100k	Discussion	Alyssa spoke briefly about the \$100,000 grant available to schools that develop a new pathway. Since the Energy and Utility sector currently has the lowest enrollment of students, Alyssa is working with Pat Waite on a going green curriculum with one of the schools. She opened up the grant option to anyone who wants to apply for it. Information to apply for the grant ( <a href="http://www.cde.ca.gov/fg/fo/profile.asp?id=1810">http://www.cde.ca.gov/fg/fo/profile.asp?id=1810</a> ) was emailed out to the group after the meeting.
7. Industry Sector Lists ( <a href="http://www.CAPathways.org">www.CAPathways.org</a> )	Discussion lead by Tim McGuire	The web site <a href="http://www.CAPathways.org">www.CAPathways.org</a> was shared with the group and Alyssa explained that once everyone registers with this site, they will have access to each course taught at the high school and college level throughout California. Alyssa also envisioned having it as a desk reference to include California Partnership Academies, business partners, and other helpful resources pertinent to CTE. Tim McGuire explained how he uses it at Live Oak High School in the counseling department.
8. Countywide Professional Dev't Priorities	Discussion lead by Dave Matuszak	<p>Dave Matuszak facilitated a brainstorming session on our priorities as a steering committee on professional development over the next year.</p> <ul style="list-style-type: none"><li>• Have professional development on all sectors and pathways at the county level where teachers can go to learn and push their skills.</li><li>• Hold joint articulation meetings with counselors and educators from all the schools/districts to discuss what articulation means, how to disseminate the information to students, and how community colleges handle the process.</li><li>• Have a pathway grant clearing house with regular e-mail blasts.</li><li>• Hold workshops where we educate community on need for expertise, by sectors, in schools. This could be a “recruitment fair” for possible advisory members at all levels of contributions, e.g., speakers, donations, internships, serve on board, tours, mentors, etc.</li><li>• Gather all the school articulations together to create a hub where the information is circulated among teachers and counselors to make them all aware of what programs are articulated and where. (Information can be found on <a href="http://CAPathways.org">CAPathways.org</a>, if school districts enter data to website.)</li><li>• Professional Learning Communities: Professional Development by county, where all teachers and advisors within a given sector come together to hold a joint advisory committee meeting to exchange ideas and strategies.</li><li>• Grant writing workshop for CTE-type grants. Have teachers, advisors, and all other interested parties come together to learn how to create grant proposals that will result in resource funding.</li></ul>

9. Development of CTE Steering Committee Action Plan

Activity by Lisa Gonzales

Lisa Gonzales facilitated an activity where we broke into 4 groups and were asked to add ideas to each of the top 4 goals from last meeting's Minutes that we would like to work on:

- Business Partners
- Advocacy
- Matrix of Programs
- Professional Development

Members were asked to put their name on any poster where they felt they could help in some way. The results are as follows:

**GOAL I - Business Partners:** To develop business partners to support CTE programs by industry sector.

- Angela Hughes of County Federal CU
- Helen Donald of ComEdDa
- Stefani Garino - GUSD
- Revisit adopt-a-school
- Centralized list of businesses
- Partners for Advisory Boards
- Guest speakers Bureau – develop one to be utilized as a resource
- Centralized Industry Sector Advisory group
- \$ for release time for partnership development
- Teachers – Intern w/ businesses
- Expand partnerships w/ local colleges & businesses to secondary schools
- Encourage work w/ Chamber of Commerce

**GOAL II - Advocacy:** To provide county-wide advocacy suggestions for CTE programs.

- Dane Caldwell-Holden – SJUSD
- Tim McGuire – MHUSD
- Adrienne Moberly - NCROP
- Support for CTE legislation by CTE organizations earlier
- Tell CTE story – (selling) locating person, group, lobbyist
- Protect CTE funding
- Teach what CTE is to core & administrators in the county
- Re-think National CTE Month to include not only CTE Programs but business/industry apprenticeship partners
- Local media spread on CTE segment, with secondary, post-secondary, & business ongoing PSA's
- Collaborate with teachers
- Real labor market info dissemination to public
- Promote the career vs. the program. Emphasize post-secondary career paths

**GOAL III – Matrix of Programs:** To identify the location of CTE programs in Santa Clara County.

- no names were listed
- Districts to provide list of CTE courses to SCCOE CTE Department.
- Enter data into [www.CAPathways.org](http://www.CAPathways.org) database
- Create matrix by industry sector booklet
- Use program of study document to provide all CTE programs in County one course sequence in place
- Ensure it is easily accessible and recent/accurate (who is responsible or state data?)
- Identify criteria for “model” programs
- Link to school web sites
- Develop Criteria/Rubric/tool

**GOAL IV – Professional Development:** To determine the variety of professional development to be offered through Santa Clara County Office of Education (i.e.: Tech Prep, A-G, Advisory Meetings, and Career Fair Coordination, Professional Learning Communities).

- Stefani Garino - GUSD
- Tech Prep Demonstration Grant: Development of new career pathways \$100K
- CTE Teach Grant \$25K
- Hold advisory team meetings & provide PD @ meetings
- Hold PD by industry/business professionals for teachers – both new & veterans
- CTE Conference
- CTE online offerings in SCCOE & San Benito County
- PD meeting to serve as clearinghouse of resources
- Apply for grants to provide specific P.D. (pay for stipends for extra summer workshops time; build “release time” into grants to ensure availability to do the work
- Teacher-Industry mentoring coaches
- Provide PD for academic teachers/counselors on benefits of CTE (get Supts.) to support and push it.  
medical)
- Provide PD for teacher on Adult Ed aspects of Carl Perkins

10. Resources on the CTE Website      Alyssa Lynch      Alyssa reviewed some of the other items in our packets (Kuder). Susie Pearson asked what the Career Assessment Tool meant as her school district is doing K16 Bridge and Tabitha explained that they are looking at whatever is easiest and most readable in order to make it user friendly and relevant to everyone.

Opinion about the video promo was also gathered and one suggestion was to solicit more industry input before we publicize it.

11. Next meeting dates      Discussion      Proposed dates were (Thursday) April 29th and (Tuesday) May 18th. Several people said they are not available on May 18th. Alyssa will get back to everyone with alternate dates

The meeting adjourned at 5:03pm. Next meeting date will be: May 05, 2010 (Wednesday) in the SCCOE Oak Grove Room (2nd Flr, South Bldg)