

CTE Technical Skills Committee Meeting Minutes

March 24, 2014

Meeting was called to order at 2:26 pm by Jim Meyers, CTE Coordinator.

Attendees: Lyn Gorrindo, Lori Korzeniewski, Cade Baligad, Jim Meyers, Dave Pyle, Jared Hyatt, and Doris Hoskins.

Adoption of Agenda: Motion to adopt the agenda was made by Lyn Gorrindo and seconded by Cade Baligad. Agenda was opened for discussion – there was no discussion. Vote to approve the agenda was unanimous.

Minutes from the December 6, 2013 meeting were reviewed. Motion to adopt the meeting minutes as presented was made by Cade Baligad and seconded by Lyn Gorrindo. Meeting minutes were opened for discussion – there was no discussion. Vote to approve the meeting minutes was unanimous.

2012-13 CTERS Data were handed out to members present as well as data from the 2011-12 school year. In reviewing the current data, DHS is doing very well in meeting the criteria. It was noted by Jim Meyers that the performance level percentages have changed in several categories – some going up and some going down. While this information is based on student assessments from completer courses (those in a Level 3 class), Dave Pyle asked why the performance levels have fluctuated as much as they have. Jim will contact Mike Raponi at NDE to gain clarity and report back for the next meeting. There was discussion if we needed to take corrective action in any areas on the CTERS report. Lyn stated that she usually receives notice from Mike Raponi whether we need to take corrective action, and has not received any indication that we do. Related discussion included the current CTE End of Year Assessments. Jim presented information that 29 students are currently being tested for the Workforce Readiness Skills Assessment. Of those 29 students, three were absent and four students did not pass. The students that were absent will be taking their tests before the assessment window closes. Those students that do not pass will have to wait until the Retake Window opens. Retake testing will have a fee assessed and Lyn stated that those funds will be paid through the district discretionary funds. End of Program Assessments will take place May 6 & 7.

FY13-14 Grant Expenditures - Jim gave an update on the budgets. All CTE teachers have been contacted regarding their State Allocations funds. With the exception of a few PO's that have been encumbered, the State Allocations funds have been expended. The balance of the Perkins Basic grant funds have been reserved for Project Lead The Way training and travel expenses. Lyn wanted to know if there would be any more need for student travel for things such as conferences or field trips. Doris Hoskins stated that the Ag program would be traveling to Reno for the Nevada Junior Livestock Show and will need bus transportation for that. Lori Korzeniewski has been approved for a field trip to WNC to visit their Nursing program.

FY14-15 CTE State Allocations and Competitive Grant Applications – Lyn provided information regarding the status of the grant applications for next year. The **State Competitive** grant has been completed and submitted. In this grant, Lyn has requested funding for the PLTW-STEM Coordinator position. Lyn said that this would be a 198 day position and that it would be open to anyone that would like to apply for the position. Cade asked if, for example, the Auto Tech teacher were to apply for and

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receive the position, would another Auto teacher need to be hired. Lyn said yes, but that it would be treated the same way as teachers that are currently in the Striving Readers program. If the Auto teacher became the PLTW-STEM Coordinator, they would be guaranteed their position once funding for the position expired. Lyn also stated that NDE has said that grant funding can pay for three years, and then it will need to be funded by the district general fund. Lyn went on to explain that the **State Allocations** grant would require some assistance from the teachers in order to complete the application. The state requires that grant applications show how funding will be tied to student outcomes. Lyn requested that teachers write a narrative describing how CTE standards, NGSS, and student outcomes justify how the funds are spent. Since there is a deadline for application approaching, teachers must have their narratives sent to Lyn or Jim Meyers no later than **March 31, 2014**.

FY14-15 CTE Perkins Basic Grant Application – Lyn has asked the teachers to assist with this application as well. Teachers were presented a form to complete based on rationale for their request, courses that will be impacted by their request, expected student outcomes, standards being addressed, and quality indicators. A deadline for application is approaching; therefore teachers must have their forms sent to Lyn or Jim Meyers no later than **April 15, 2014**.

Meeting was opened for public discussion – there being none, motion to adjourn the meeting was made by Cade, seconded by Lyn. Vote to adjourn the meeting was unanimous.

Meeting adjourned at 3:23 pm.